

WRANGLIN' THE WILD WEST *with Texas PRIMA*



NOVEMBER 10-13, 2024 ~ SAN ANTONIO



Presentation Opportunities



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to submit now

2024 CALL FOR PRESENTATIONS

The Texas PRIMA (Texas Chapter Public Risk Management Association) is now accepting proposals for its annual Risk Management Conference November 10-13 in San Antonio. Presenters willing to share their expertise and enhance professional growth in the industry will address topics including risk management, safety, claims, benefits, and leadership.

SUBMIT YOUR PROPOSAL ONLINE BY JUNE 24, 2024

Proposals must be submitted on or before the deadline. **SUMMARIES AND/OR DRAFTS WILL NOT BE REVIEWED OR CONSIDERED.** Follow online submission instructions carefully and input your session information as per the template and instructions on pages 4 and 5 of this brochure.

REVIEW PROCESS

Texas PRIMA's Education Committee and the Conference Committee will review proposals.

NOTIFICATION OF ACCEPTANCE OR DECLINATION

Presenter notifications will be emailed in mid July 2024. Each presenter must confirm (accept or deny) the opportunity to present within 7 days after notification.

SPEAKING BENEFITS

- Participating in the growth of your profession and the risk management industry
- Visibility, recognition, and credibility within the industry
- Networking opportunities with industry professionals
- One (1) complimentary registration per session - for lead presenter only

EDUCATIONAL TRACKS

It is anticipated the conference will include 7-10 sessions for each educational track. Ideally, sessions will be chosen based on the expected needs of the membership. Submit proposals for one or more of the following educational topics:

- General Risk Management/Insurance
- Benefits
- Workers' Compensation
- Safety/Claims
- Emergency Management
- Employee Health and Wellness
- Business Continuity Planning/Continuity of Operations
- Leadership and Professional Development

INCREASE YOUR CHANCES OF BEING SELECTED

- Consider submitting presentations that include **NEW AND INNOVATIVE CONTENT** and have not been covered by other presenters or at other conferences.
- Submit a proposal that demonstrates the application of learning objectives.
- Proposal should describe real-life experiences. Texas PRIMA attendees specifically like sessions that include case studies or results of concept.
- Special consideration will be given to Corporate/Non-Public Entity presenters who partner with co-presenters from **PUBLIC ENTITIES** for their session.
- Sessions pre-approved for one hour continuing education credit through the Texas Department of Insurance will be given preferential consideration.

DEADLINES

Completed Proposal Due: June 24, 2024

Presenter Notification: mid July 2024

Confirmation Reply Deadline: July 22, 2024

Final Presentation Due: October 14, 2024

2024 Conference: November 10 - 13

Please note: Presenters with CE approved classes will be expected to provide sign-in sheets and CE certificates.

MOST REQUESTED TOPICS FROM 2023 CONFERENCE SURVEY

1. Workers' Compensation
2. Safety
3. Risk Assessment Strategies
4. Accident Investigations
5. Insurance/Claims

OTHER SUGGESTED TOPICS

Employee Benefits | Program Implementation Case Studies | Ethics | Alternative Risk Financing
Emergency Preparedness/Response
Risk Management 101 | Business Continuity
Managing Certificates of Insurance
Programs Related to K-12 Schools
Contractual Liability | Transitional Duty Program
Wellness Programs | Disability Management
Cyber Liability | Insurance Requirements for Vendors
Liability Claims Management
Policy Language and Coverages
Fire and Life Safety | Texas Tort Claims Act
Managing Transportation Liabilities | ADA/FMLA
Legislative Changes/Updates | Subrogation Strategies
Understanding DEI | Claimant Advocacy
Property Program Management
Leadership and Professional Development

ITEMS TO KEEP IN MIND

- A well-defined proposal with focused objectives
- Timeliness of proposal content (new and relevant)
- Relevance to attendees and topic areas
- Practical application of the session
- Original content and approach
- Perceived level and quality of session content
- Length of presentation
- Presenter qualifications
- Potential to attract and stimulate conference attendees
- Clearly defined learning objectives and timeline
- How would this session benefit agents and adjusters?

ACCEPTED PRESENTER OBLIGATIONS

- Submit a finalized PDF of the presentation on or before October 14, 2024.
- Texas PRIMA requires the use of the official conference PowerPoint template for all approved sessions.
- By submitting your PowerPoint Presentation, you authorize Texas PRIMA to post the presentation (as a PDF file) to the Texas PRIMA website before the conference. **PRESENTATION PDFs NOT RECEIVED BY THE DEADLINE WILL NOT BE POSTED ONLINE.**
- Accepted presenters understand they are granting Texas PRIMA the authority to distribute this information to Texas PRIMA members via the members-only portal.
- At the conference, presenters are required to check in at the registration desk at least 30 minutes prior to the start of your session.
- During your presentation, **PROVIDE EDUCATIONAL MATERIAL ONLY** and abide by Texas PRIMA's policies as outlined – including no specific marketing of any product or service.
- [CLICK HERE](#) for PowerPoint tips and guidelines.

POLICIES

1. **PRESENTATIONS THAT MARKET SPECIFIC SERVICES OR PRODUCTS WILL NOT BE ACCEPTED, NOR ARE PRESENTATIONS OF THIS NATURE ACCEPTABLE AT THE CONFERENCE.**
2. Texas PRIMA reserves the right to withdraw a speaking opportunity to a presenter for failure to follow the policies outlined.
3. Proposals must be accompanied by a bio/resumé/vitae for each presenter and feature an accurate 50-word session description.
4. Presenters who are selected must submit their PowerPoint presentation, utilizing the Texas PRIMA template, by the deadline.
5. An LCD projector, laptop, screen, wireless microphone, and sound system will be provided for each session room. Additional audio-visual requirements must be submitted via the online submission form for consideration. **REQUESTS ARE SUBJECT TO APPROVAL BY TEXAS PRIMA.**
6. Texas PRIMA reserves the right to select any, or none, of the submissions received. A proposal may be outstanding but inconsistent with the program committee goals and objectives, duplicate another session, etc.
7. Texas PRIMA reserves the right to change the agenda – including but not limited to the amount of time allotted to the presenter.
8. Texas PRIMA policy generally precludes an honorarium; however, one (1) registration fee is waived for the lead presenter of each session. Travel, accommodations, and meal expenses are the responsibility of any/all presenters.
9. If a submitter's employment changes, they must immediately notify Texas PRIMA of the change in writing via email to Lisa Gallo at lgallo@projag.com. Texas PRIMA reserves the right to reevaluate any submission based upon a change of employment.



QUESTIONS?

Contact Lisa Gallo at lgallo@projag.com

TEMPLATE FOR PREPARING YOUR PROPOSAL

BEFORE YOU BEGIN...

Gather all necessary information for your proposal (outlined below).
A bio, resume, or vitae – **FOR EACH PRESENTER** – must accompany the proposal.

Presentation Title: _____
(maximum 10 word presentation title)

75 minute Round Table Session 75 minute Workshop Session

Presenter(s): _____

Session Description
*Limit to 50 words
(for conference program **MUST ACCURATELY REPRESENT SESSION!**)

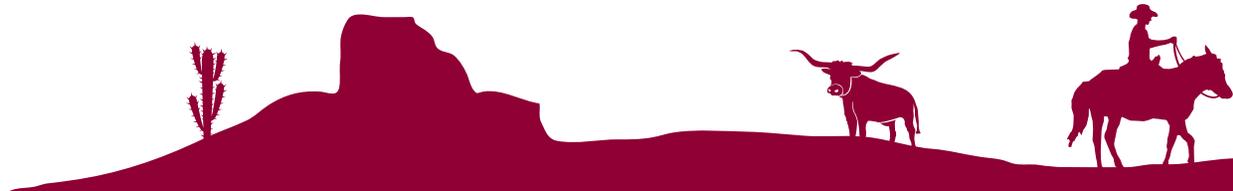
Timeline/Outline of Major Presentation Topics

- 60 minutes presentation time
- 15 minutes for Q&A will be added; do not include in timeline. (example follows)

1. *Definition of ADA, FMLA, Assault Leave, Fitness for Duty, WC = (0.25 hr.)*
 - a. *Federal and State Regulations*
 - b. *Board Policies*
 - c. *Best Practices*
 - d. *Documentation Pieces*
2. *Where and How These Programs Intersect = (0.25 hr.)*
 - a. *Administration Requirements*
 - b. *Documentation Requirements*
3. *Pitfalls and Penalties: What to watch and avoid = (0.25 hr.)*
4. *Successful Outcomes for the Employee/Claimant and the Employer = (0.25 hr.)*
Total Time = 1.0 hr.

List three (3) Learning Objectives for Attendees (example follows)

- *To become familiar with defining parameters of each program and the consequences of non-compliance*
- *To gain knowledge in the components of each program*
- *To develop insight into the combining of these programs and how to administer them for positive results*



Indicate one (1) Target Audience Level: Beginner Intermediate Advanced

Please indicate if you have previous experience with presenting: Yes No

Please indicate if you have presented this session before. If yes, when and where?

Indicate if the session is approved for CE Credit: No Yes **provide course # _____

Consult the Texas Insurance Code and/or Texas Administration Code to determine if your session is eligible for CE credit.

**If your session is approved for CE credit, you must bring your sign-in sheet and provide CE certificates to participants.

**Please indicate if this session is approved for CE credit by an agency other than TDI. List agency _____

Would you be willing to present this topic at a virtual summit or monthly webinar at another time during the year? Yes No

How would agents and adjusters benefit from this session? – ANSWER REQUIRED

Example: This session provides information that can aid in identification/detection, response, and recovery from a cyber event. Cyber events are extremely difficult to prevent (due to the human element), but the cost of a cyber incident can be significantly impacted by the speed at which detection and response can be initiated. Agents and adjusters can use this information to further educate insureds/clients/organizations to increase their cyber resiliency and therefore, drive claims costs down.

HOW TO SUBMIT YOUR PRESENTATION PROPOSAL:

Scan the QR code to the right or [click here](#) to access the online form.

IMPORTANT: Please ensure that you have all the necessary information ready as outlined in this brochure before navigating to the online portal. Everything must be filled out completely and submitted in one session. There is no option to save and return to it later.

