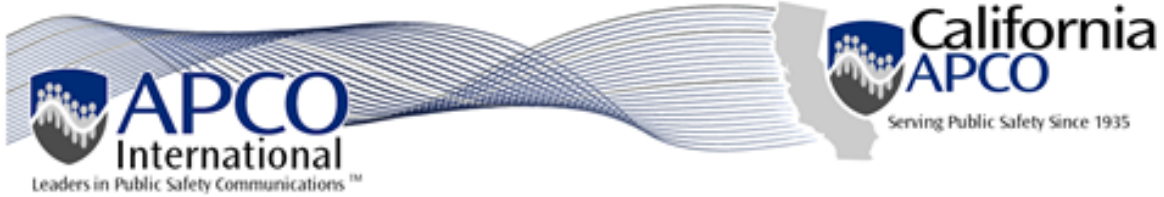


# 2024 California APCO State Conference CALL FOR PAPERS



*Orange County, California*

**October 1 - 3, 2024**

[www.CalAPCO.org](http://www.CalAPCO.org)

# 2024 California APCO State Conference

## Call for Speakers / FAQs

California APCO is seeking thought leaders and industry experts in emergency communications to submit session ideas. Potential speakers should have a strong grasp of emerging issues, innovations, and technology in the emergency communications industry. Speaking at the California APCO State Conference provides the opportunity to share your knowledge with hundreds of attendees and network with industry peers.

Below are a series of frequently asked questions regarding the submission process

### **Call for Speakers Process | Review Process | Speaking at California APCO 2024**

#### **Call for Speakers Process**

##### **Q: When does the Call for Speakers open and close?**

A: The Call for Speaker opens September 1, 2023, and **closes April 30, 2024, at 11:59 p.m. PT.**

##### **Q: What topic should I submit for consideration for the California APCO 2024 Conference and Exposition?**

A: We are looking for content leaders who can speak on a wide array of topics that are innovative, engaging, inspiring, and informative for emergency communications professionals. California APCO's goal is to offer relevant, timely education and training to our attendees do their jobs more effectively and make their agencies more successful. Some current topics for 2024 to be considered are:

- Communications Center Supervision & Management
- Compassionate Care
- Cybersecurity
- Ethics
- FirstNet
- Health and Wellness
- IT & GIS for Public Safety
- New & Emerging Technologies
- NG9-1-1 & Communications Center Operations
- Public Safety Applications
- Public Safety Vendor Solutions
- Radio Frequency & FCC Licensing
- Situational Awareness/Planning for Major Events (mass shootings, fires, floods)
- Training, Retention, and Employee Growth

##### **Q: What submission information is required?**

A: The following information is required in order to submit a presentation proposal and to be considered for California APCO 2024 State Conference:

- Presentation Title
- Track / Topic / Audience
- Learning Objectives
- Detailed information on the presentation topic
- Speaker Information (name, title, company/agency, email, contact phone)

A PowerPoint or similar is not required but is very helpful when reviewing your written proposals. While it does not have to be the final presentation, a good rough draft helps the reviewer's grade sessions.

**Q: What should I write for “Learning Objectives”?**

A: Well-developed learning outcomes are participant-oriented, observable, and measurable. Describe the skills, knowledge, and/or learning outcomes participants will be able to demonstrate as a result of this activity. (For example: At the end of this session, participants will be able to...)

**Q: For what topics can I submit a presentation proposal?**

A: You can submit a proposal for these Tracks in the California APCO 2024 State Conference educational program:

9-1-1 Operations / Frontline Telecommunicator

Management & Supervision / Leadership Development

Emerging Technologies / Radio and Wireless Technologies / GIS & IT Technologies

Wellness & Compassionate Care

Emergency Preparedness, Response, and Situational Awareness / C.E.R.T.

Keynote Presentations & California P.O.S.T. Training

**Read more about the Tracks**

**Q: Can I submit my presentation for more than one track?**

A: Presentations should only be submitted once. You can only choose one track and it should be the one that best categorizes your presentation based on the description given.

**Q: Can I submit more than one submission?**

A: Yes, there is no limit on the number of submissions each person can submit.

**Q: What happens if I don't have all the required information to complete my proposal?**

A: You will have the ability to change, edit, or withdraw your presentation proposal until the deadline. Please note: all proposals must be complete in order to be considered. Any proposals left “Incomplete” will not be considered for California APCO 2024 State Conference. Each submission you complete will receive a confirmation.

**Q: How can I be sure the information will not be lost?**

A: All information should be created and saved as a word processing document (such as Microsoft Word) prior to submission.

**Q: Do I have to submit my presentation proposal online?**

A: Submissions may be sent online (Email) or via USPS or other mailing service as long as the submission is received prior to the deadline.

**Q: Do I have to have an email address to submit online?**

A: Yes, confirmation and notifications will be done via email. Please use an email address you check regularly. Also, allow emails sent from California APCO so they don't go into spam. If someone else is submitting for you please add a CC email to ensure the speaker receives notifications as well.

**Q: How will I know if my proposal was submitted successfully?**

A: Once you have finalized your submission, an email confirmation will be sent to you confirming receipt of the presentation proposal.

**Review Process**

**Q: What are the review criteria for presentations?**

A: All submissions are peer-reviewed by California APCO's Professional Development Program & Events Committee. Reviewers consider the following:

Does the topic address a contemporary public safety issue?

Can the presented information apply to different-sized agencies and a diverse audience?

Is the topic unique and information not available through other sources?

Is the course description clear and concise?

Can attendees easily tell what to expect by reading it?

Are the learning objectives clear and can be met in the allotted time?

Does the presentation support California APCO's high standards and reputation for sessions?

Are the proposed speakers qualified to instruct the workshop topic?

**Q: How is the review process conducted?**

A: Peer reviewers are assigned based upon track selection. Reviewers will evaluate the submissions based on quality and criteria noted above. Top recommendations will then be evaluated by California APCO State Conference Committee to ensure the entire educational program is well-balanced. The educational program will be announced in late July of 2024. All those who submit presentation proposals will be notified via email prior to Flash Day, June 3, 2024, whether their presentation(s) were accepted or declined.

**Speaking at California APCO 2024 State Conference**

**Q: When do presentations take place?**

A: Educational sessions are available each day of the conference starting on Tuesday, October 1, through Thursday, October 3. Professional development sessions begin as early as 8:00 a.m. and run throughout the day, ending as late as 5:00 p.m.

Submission of a proposal is a commitment that the speakers will be available to speak on any conference day and time as assigned by APCO staff.

**Q: If accepted, how much time will I be given to present?**

A: All sessions are 50 minutes including Q&A.

**Q: Can I promote any products or services during my presentation?**

A: No, California APCO does not allow the promotion of products and services during educational sessions. Speakers can talk about products and services that have been used to solve a problem or address the presentation topic.

**Q: If my proposal is accepted, will I receive any compensation for presenting?**

A: California APCO does not pay speakers or reimburse for travel or hotel expenses.

**Q: If my proposal is accepted, will I receive complimentary registration for the California APCO Conference?**

A: Yes, each accepted speaker and co-speaker (up to four) will receive a complimentary registration to the conference. (Does not include tickets to special events.)

**Q: How are session rooms set up? What audiovisual equipment will be available for my presentation?**

A: All session rooms will be set to maximize seating. A podium and head table for four (4) up front is standard in each room for presenters. Additionally, the following AV equipment will be set in each room:

Screen and LCD projector (with HDMI connector)

Speakers are required to bring their own laptops with the prepared presentation. We will have a "Speaker Ready Room" onsite for speakers to check the presentations prior to their sessions.

**Q: I've never presented at a California APCO Conference before. What is expected of me?**

A: California APCO members and conference staff invest a considerable amount of time to ensure all speakers are set up for success. Prior to the conference, California APCO will send a series of emails updating you on the next steps of the process as necessary.

If you do not see your question answered above, please contact:

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