

# Submit Your COPSWEST 2023 Proposal

## Proposal Guidelines

COPSWEST™ returns to its successful formula as the West Coast's premier conference AND tradeshow of all things public safety. Simply put, only at this event can the entire California law enforcement profession gather to receive the POST training, networking, vehicles, technology, and equipment it needs to drive their operations to succeed in the future.

COPSWEST™ is for **ALL** law enforcement to collaborate and implement the tools needed to equip their agencies with everything needed to keep California at the forefront of policing. This event offers two and half day, two day and one day training options, plus daily exhibit passes.

### TIMELINE

Both members and non-members are invited to submit a proposal. The online submission process will open March 10<sup>th</sup> and close on April 7<sup>th</sup> at 11:59 pm PST. All submissions must be submitted online. Submissions will be peer-reviewed by the Annual Conference Committee, and acceptance letters will go out to presenters the week of April 17, 2023. Questions, for more information, email Katrina Duncan, Events Supervisor at [events@cpoa.org](mailto:events@cpoa.org)

CPOA *COPSWEST* speakers receive many benefits. They gain exposure to an experienced and influential group of law enforcement supervisors and leaders who have dedicated their careers to protect and serve. CPOA speakers also receive complimentary conference registration. On a very limited basis a few select speakers receive assistance with lodging and travel.

### Key Dates and Deadlines

March 10	Proposal Submission Opens
April 7 <sup>th</sup>	Submission Deadline Closes
Week of April 17 <sup>th</sup>	Notification of acceptance emails sent out to presenters
Late-April	Conference Registration Opens

*COPSWEST* 2023 is geared to focus on these topics.

- Technology solutions and law enforcement: case studies and lessons learned of the good, bad and ugly.
- Officer wellness: Pro-active mental health strategies & implementation, examples of self-awareness and action before you reach burn out.
- Success stories, case studies of using VR training and other technology for law enforcement training.
- Electrification of Emergency Vehicle Fleets, EV Infrastructure, Telematics, Autonomous Vehicles in Crime.

- Incident debriefs – using the latest technology for example: drone technology.
- How to Leverage technology in recruitment for law enforcement
- Resume writing/promotional leadership
- Legal case studies of recent law enforcement operations

### **Types of Submissions:**

**Two-hour Sessions:** Panel discussions intended to provide attendees with model practices, presenters come with advance knowledge of the subject area and can contribute different perspectives on big-picture topics such as program trends & innovations, policy, and advocacy and changing service modules and technology.

**Two-hour Breakout Workshops:** Workshops teach in-depth practice.

### **Key Points of Consideration:**

- Presentations run two hours, including Q&A. Presentations must fulfill the full two-hour timeslot.
- Unique and creative ways of engaging with audience apart from the traditional slide, presentations are encouraged to be interactive when possible.
- All content must be educational and free of promotion or product pitches.
- Unless pre-negotiated, CPOA does not reimburse for speaker travel, lodging or other expenses.
- Only completed proposals will be considered.

Please Have ALL the Following Information Available

- Speaker Name, Rank/Title, Agency/Organization, Address, Phone, and Email
- POST ID (if applicable)
- Presentation title (one line)
- Presentation summary (50-100 words)
- Topic/audience
- Provide three learning outcomes. *Learning Outcomes describe the skills, knowledge, and/or learning outcomes participants will be able to demonstrate because of this activity. At the end of this session participants will be able to...*

*Methodology - Methodology refers to how you will present the information (i.e. Power Point slides will be used to cover key points and create class discussion; video examples used to provide an understanding of the learning objectives; exercises to increase learning points in the presentation; etc.). Use this area to also explain how your information was formulated and your sources (i.e. case studies, interviews, research, etc.).*

- Please list your last two speaking in engagements and dates
- Professional biography (50-75 words)

## **CPOA 2023 Submission Policies**

### **Attendance and Conference Registration:**

All presenters are required to register and attend the CPOA Annual Conference. Speakers receive complimentary conference registration. Speakers are responsible for their own transportation, meals, and lodging. Speakers are responsible for bringing their own laptop.

### **Publication Materials:**

If your proposal is accepted, your title and proposal may be edited by the Annual Conference Committee and/or CPOA staff for publication purposes.

### **Presenter Limits:**

An individual may be listed in any number of proposals; however, it is CPOA policy that an individual, regardless of role, may present in no more than two conference sessions. The number of presenters listed in a proposal should reflect the needs of the format selected.

### **CPOA Noncommercial Policy:**

CPOA education programs at the annual conference are learning experiences and are noncommercial. Under no circumstances should a workshop, general conference session, be used for direct promotion of a presenter's product, service, or other self-interest.

### **Commitment to Diverse Perspectives:**

The Annual Conference Committee expects that session proposals demonstrate understanding of the varied conference attendee experiences, backgrounds, and learning needs.

### **Code Of Conduct and Responsibility**

I understand and agree that as the primary presenter, I will be responsible for communicating in a timely manner with CPOA staff, the Conference Planning Committee, and any other co-presenter(s) regarding information about my session.

I am responsible for adhering to the materials timelines, which includes submitting presentation materials and handouts to CPOA staff prior to the conference (by the given deadlines) for inclusion in promotional materials, and the website.

I am responsible for obtaining permission to reproduce my handouts or presentation materials if copyrighted by an organization other than CPOA

I and my co-presenter(s) will refrain from presenting unfavorable, misleading, and/or incorrect information regarding other organizations and/or individuals.

## **Additional Information**

### **Review criteria for presentations**

All presentations are peer-reviewed by CPOA *COPSWEST* committee members. Reviewers will consider the following:

- Does the topic address a contemporary law enforcement 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?
- Are the proposed speakers qualified to instruct the workshop topic?
- If the presentation is focused on a specific audience, is there a proposed speaker from that audience? For example, is an attorney speaking in a Legal Officers workshop or a law enforcement executive speaking at an executive level session? The audience wants to learn from its peers and gain first-hand knowledge from those who have experienced the material or information presented.

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

Educational programming is conducted Monday – Wednesday, October 2<sup>nd</sup> – 4<sup>th</sup>. CPOA has limited options to accommodate speaker conflicts.

### **Presentation rooms set up and audio-visual equipment:**

Most rooms will be set theater style to maximize seating. Additionally, the following AV equipment will be set in each room:

- > Podium
- > Power and technology connection for speaker provided computer
- > Wireless lapel mic
- > (1) screen
- > (1) LCD projector