



COLORADO

**Division of Homeland Security
& Emergency Management**

Department of Public Safety



2022 Colorado Emergency Management Conference

COEM Talks Guidance and Instruction Packet

February 22 – February 25, 2022

Embassy Suites Loveland Hotel Conference Center & Spa

COEM Talks Presentations

The Colorado Emergency Management Conference is excited to continue the tradition of including a COEM Talks session as part of the 2022 conference. The goal of this session is to educate and inspire attendees on emergency management topics in a short, 7-minute talk. Past sessions have focused on leadership, collaboration, partnerships, and even zombies.

The Colorado Emergency Management Conference Call for Presentations runs from June 28, 2021 through August 13, 2021. All applications must be submitted by **5:00pm MST on August 13, 2021** to be considered. There will be no exceptions to this deadline.

Conference Theme

Crisis and Emergency Management Transformation: Redefining Emergency and Disaster Management in Colorado

Session Style

The COEM Talks are modeled on the well-known TED™ Talk format and provide a unique opportunity to communicate an idea or topic in emergency management to a large audience in a short amount of time. Each speaker will be given 7 minutes to speak on a topic of their choice. Topics should tie back to the conference theme.

COEM Talks Presentation Guidelines

- Each talk is limited to 7 minutes.
- The Talks should convey the speaker's ideas and passions, not simply be another lecture on emergency management.
- Slides and embedded videos are permitted; however, the Talk, rather than the slides or video, should convey the speaker's passion or idea(s).
- Slide decks should support the material presented and not include speaker introductions or concluding slides with contact information. The Moderator will do introductions.
- Slides should be visual, well designed, and have minimal or no words. If speakers wish to offer additional written material, they are encouraged to do so in a format that can be shared, electronically, with conference attendees.

COEM Talks Presentation Resource

Suggested resource on developing effective Talks: [Ted Talks Storytelling Techniques: How to Deliver a Great TED Talk](#)

Speaker Benefits

- Six to eight (6-8) COEM Talks submissions will be selected to present during the COEM Talk plenary session at the 2022 conference.
- Speakers will receive certificates of participation that document credit towards the CEMA and IAEM Certification Programs under the Professional Contribution Category for Speaking.
- A speaker representative from the Speaker Committee will assist each speaker in the development of their Talk.
- The moderator will introduce each speaker and will identify their background and organization where they work.

Speaker Responsibilities

- Review the COEM Talks Speaker Guidance document in its entirety.
- Final visual presentation materials must be reviewed with speaker coach by **December 17, 2021**.
- Final visual materials provided to speaker coach by **January 07, 2022**.
- Register for conference by **January 17, 2022**.
- No substitutions of the speaker or topic are permitted.
- Adhere to time requirement of 7 minutes.
- Absolutely NO commercials or sales pitches.

Speaker Coaching Assistance

Each speaker will be given a coach to assist with the COEM Talks speaker responsibilities, requirements, speaking tips, and practice sessions. If you have questions about developing your submission and would like individualized assistance, contact Michelle Deland, mdeland@ncrhc.org, or Ashlee Delventhal, adelventhal@tidalbasin.rphc.com.

Submission Requirements

Complete the online application by following this link: [COEM Talks Submission Form](#)

What's in the application:

- Primary speaker name and contact information
- Names of additional speakers
- Title: 150-character limit
- Brief description (no more than two sentences) for conference program and website
- Abstract: 1000-character limit
- Short biography for all speakers: 1000-character limit per bio
- Example of a previous presentation

NOTE: You must meet ALL requirements. Any missing items will disqualify the submission from the selection process.

Scoring and Selection Process

COEM Talks submissions will be scored based on the below criteria:

- A complete and accurate submission.
- Quality of submitted presentation.
- Speaker’s expertise, knowledge, and ability to challenge conference attendees.
- Compelling presentation (story) that will engage the audience.
- Topic and relevance to the conference / attendees.
- New ideas and approaches.
- Leading edge and topical subjects.
- Practical advice for practitioners.

Non-Commercial Nature of Sessions

The Colorado Emergency Management Conference provides an opportunity for open dialogue and a creative exchange of ideas among participants. Speakers may not endorse brand names or specific products in their presentation. Under no circumstances may this platform be used as a place for direct promotion of a speaker’s product or service. Any presenter who violates this policy jeopardizes his or her opportunity to present at future Colorado Emergency Management conferences.

Important Dates

Call for COEM Talks Presentations Opens	June 28, 2021
COEM Talks Proposal Deadline	August 13, 2021
Notification of Speaker Selections	September 03, 2021
Speakers Confirm Intent to Speak	September 17, 2021
Final Visual Presentation Materials Reviewed with Speaker Coach	December 17, 2021
Final COEM Talk Materials Submitted	January 07, 2022
Speakers Complete Conference Registration	January 17, 2022

Contact Information

COEM Talks Facilitation and Support: Contact Michelle Deland, mdeland@ncrhcc.org, or Ashlee Delventhal, adelventhal@tidalbasin.rphc.com.

**Thank you for your interest and support of the 2022 Colorado
Emergency Management Conference!**