President-Elect Report

August 4, 2012

Team Jacksonville is working hard to prepare an excellent Annual Meeting & Trade Show for 2013. The theme of the event is “Public Works Celebrities – Creating Lasting Impressions in Florida”. The business portion of the show will officially start on Tuesday morning, April 23rd and end on Friday afternoon, April 26th. The Northeast Branch will hold their annual golf tournament on Monday, April 22, 2013, in conjunction with the show. Any delegates to the show, who wants to play golf, are welcome to come a day early and participate in the golf tournament.

The call for papers has been sent out for the technical sessions. The deadline for the submission of papers to Team Jacksonville is September 17th. The papers will be sent to APWA National for accreditation in October. A copy of the call for papers is attached. The chapter technical committees will be assisting in the generation of papers for submission.

The Public Works Director’s Roundtable will be held again this year, as part of the event. The team has added a Client Connection Roundtable to the schedule. This is where vendors can have time to talk directly with public works directors. A copy of the tentative agenda Annual Meeting & Trade Show is also attached.

The team meeting is scheduled is as follows:

- Friday, September 28, 2012 at 3:00 PM in Jacksonville
- Friday, November 30, 2012 at 3:00 PM in Jacksonville
- Friday, January 25, 2013 at 9:00 AM in Jacksonville
- Friday, March 22, 2013 at 3:00 PM in Jacksonville

Respectfully submitted,

Dale A. Haas
President-Elect
Florida Chapter
APWA Florida Chapter
Annual Meeting & Trade Show
Team Jacksonville

Chair: Dale Haas
Co-chairs: Don Jacobovitz
Jen Yoder
Registration: Lynn Westbrook
Sponsorship: Jim Robinson
Tom McVey
Janet Duffy
Exhibitors: Ed Hall
John Pappas
Technical Sessions: Patrick Victor
Martha Graham
Joe Stephenson
Scott Herring
Young Professionals/Students: Seth Nehke
Amy Blaida
Chas Jordan
Demo Chairs: George Knecht
Doug Layton
Transportation Chair: John Davis
Rodeo: Linnie Russell
Awards: Don Jacobovitz
Special Events: Jen Yoder
Joey Duncan
Anita Warming
AV: Tom McVey
Golf Tournament: Jamie Brooks
Marcy Cook
Jeff Beck
Call for Presentations -
The 2013 APWA Florida Chapter
Annual Meeting & Trade Show
April 22 through April 26, 2013
Jacksonville, Florida

Submission Instructions for
Technical Session Presentations

The 2013 APWA Florida Chapter Annual Meeting & Trade Show – “Public Works Celebrities – Creating Lasting Impressions in Florida” is your opportunity to provide important educational programming for public works professionals around the state of Florida.

Speakers selected to present during the 2013 APWA Florida Chapter Annual Meeting & Trade Show will enjoy:
- The reputation as an industry expert in their respective specialty areas
- Exposure to a prospective audience of 150+ Public Works Professionals
- The opportunity to build new business relationships for their municipalities and/or organizations

Each session will have an evaluation based on the learning objectives for that session.

In order to expedite the presentation review process, we request that all proposals be submitted electronically (e-mail or CD). Please provide the documents in MS Word format (.doc) or Rich Text format (RTF) and scan for viruses prior to submission. Applicants are welcome to submit up to two attachments (documents, brochures, publications, videos, etc.) that help to further describe or clarify the topic/presentation. Attachments need not be in electronic format, but they must be submitted with the proposal.

Questions regarding the program or submitting proposals, please contact Patrick R. Victor at (904) 527-6736.

| To submit by CD, mail your proposal on disk and any hardcopy attachments in the same envelope to: | To submit by e-mail, send your proposal and any electronic attachments in the same e-mail (if possible) to: |
| Patrick R. Victor | victorpr@cdmsmith.com |
| CDM Smith Inc | (Please type “2013 Technical Session Proposal” in the subject line!) |
| 8381 Dix Ellis Trail, Ste 400 | |
| Jacksonville, FL 32256 | |

Deadline for Submitting Presentation Proposal is September 17, 2012
Please submit the following information for your presentation by **September 17, 2012**. Please limit your response to items 1 through 4 to a single page (left justified, 11 pt. font minimum).

1. **Presentation Title (Topic):** Please provide the title of your presentation
2. **Description:** Please provide each item below
   - **Summary** (max 150 words)
   - **3-5 Learning Objectives** attendees will take away from your session - Statements that specify what learners will know or be able to do as a result of a learning activity. These encompass knowledge, skills, and/or attitudes and are observable, measurable actions by the learner. Learning outcomes contain three elements: 1) who is to perform, 2) what actions they are to take, and 3) a result to be achieved. Include action items attendees will be challenged to complete once they leave the conference that will immediately reinforce the primary learning objectives of the session.
   - **Handouts:** Will there be handouts?
   - **PDH:** Is this presentation pre-qualified for CEU’s of PDH’s?
   - **Presented Previously:** *(has this presentation been presented/submitted at other conferences: if yes, please indicate where and when and how it was received)*
     - **Speakers are encouraged to include an element of interactivity in their session plan**
     - **Speakers are encouraged to work in an element of the conference theme in their session plan**
3. **Presentation format:** Select 1 from below
   - **Lecture** – while lectures typically consist of a speaker providing the learners with information, this format should incorporate a 10-to 15-minute question-and-answer segment to actively engage learners.
   - **Panel Discussion** – Panel discussions give attendees the opportunity to hear three to four viewpoints on a specific topic. Concluding with an extensive question-and-answer session, this format gives attendees direct access to experts. Panels are limited in size to no more than one moderator and three panelists.
   - **Roundtable Discussion** – Roundtable discussions focus around a particular topic and involve small groups of approximately 8 to 10 professionals. This format enables attendees to digest new concepts and share personal experiences with peers.
   - **Workshop** – Workshops are hand-on learning experiences that use group discussion, exercises, demonstrations, and case studies.
   - **Best Practices** – Best practice sessions provide concrete examples of successful plans implemented in some of today’s most respected municipalities. Attendees gain industry and outside perspectives on a variety of issues. Many times these types of presentations use case studies.
4. **Presentation Track:** Select 1 from below
   - Leadership
   - Transportation
   - Water Resources
   - Other
5. **Presentation Length:** Select 1 from below
   - 1 Hr. Standard Session (must be at a minimum 50 minutes long to qualify for 1 PDH)
   - 1.5 Hr. Super Session (only 1 in each track will be selected for this supersession - Please note if not selected if your session can be held in a 1 Hr. Standard Session.)
6. **Contact Information:** Please provide the following contact information for each speaker and moderator, if applicable.
   - Name and Title
   - Affiliation/Organization
   - Address
   - Phone Number
   - E-mail Address
   - Website Address (if applicable for your topic or organization)
   - Twitter Address
7. **A/V equipment needs:** Please provide your requirements for your presentation
# APWA FLORIDA CHAPTER
## 2013 Meeting & Trade Show
### Jacksonville, Florida
#### Tentative Agenda

**Monday, April 22**
- 8:00 am - 1:00 pm  
  Branch Golf Tournament  
  TBD
- 10:00 am - 5:00 pm  
  Assembly & Registration Training  
  CC

**Tuesday, April 23**
- 8:30 am - 5:00 pm  
  Registration Open  
  CC
- 9:00 am - 5:00 pm  
  Rodeo Set-Up  
  CC
- 9:00 am - 5:00 pm  
  Exhibit Hall Set-up (Decorator)  
  CC
- 9:00 am - 12:15 pm  
  Technical Sessions Tracks AM (4 sessions)  
  CC
- 12:30 pm - 2:30 pm  
  Opening Session Luncheon (keynote speaker)  
  CC
- 2:45 pm - 4:15 pm  
  Technical Sessions Tracks PM (4 sessions)  
  CC
- 2:45 pm - 4:45 pm  
  Executive Committee Meeting  
  Hotel
- 5:30 pm - 7:00 pm  
  President's Reception (food, drinks & entertainment)  
  Hotel

**Wednesday, April 24**
- 7:30 am - 5:00 pm  
  Registration Open  
  CC
- 8:00 am - 12:00 pm  
  Exhibitor Move-in (bulk space only)  
  CC
- 9:00 am - 11:15 am  
  Technical Sessions Tracks AM (4 sessions)  
  CC
- 9:00 am - 3:30 pm  
  Rodeo (Lunch & Awards)  
  CC
- 11:30 am - 1:00 pm  
  Lunch on own (or Rodeo Lunch ticket)  
  CC
- 1:00 pm - 6:00 pm  
  Exhibitor Move-in (10’ x 10’ booth space)  
  CC
- 1:15 pm - 3:30 pm  
  Technical Sessions Tracks PM (4 sessions)  
  CC
- 6:30 pm - 9:30 pm  
  Off-site Party (food, drinks & entertainment)  
  TBD

**Thursday, April 25**
- 7:30 am - 4:00 pm  
  Registration Open  
  CC
- 8:00 am - 10:00 am  
  Client Connection Roundtables (vendors w/PW Directors)  
  CC
- 9:00 am - 4:00 pm  
  Exhibit Show Open  
  CC
- 10:00 am - 4:00 pm  
  Young Professionals Expo  
  CC
- 12:30 pm - 1:30 pm  
  Lunch w/Exhibitors  
  CC
- 4:00 pm - 8:00 pm  
  Exhibitors Move-out  
  CC
- 3:30 pm - 5:30 pm  
  Public Works Director Roundtables  
  CC
- 8:00 pm - 10:00 pm  
  Young Professionals Networking Reception (35 & under)  
  TBD

**Friday, April 26**
- 9:00 am - 12:00 pm  
  Registration Open  
  Hotel
- 10:00 am - 11:00 am  
  Technical Sessions Tracks AM (4 sessions)  
  Hotel
- 10:30 am - 11:15 am  
  Scholarship Recipient Networking  
  Hotel
- 11:30 am - 2:00 pm  
  Awards / Scholarship Luncheon  
  Hotel

*Update 7/05/12*