



Thursday, October 27, 2022
Grappone Conference Center, Concord, NH
www.nhehc.com

CALL FOR PRESENTATIONS

This year's NH Environmental Health Conference planning committee invites professionals and volunteers to submit presentation applications for the 2022 event.

The 2022 NH Environmental Health Conference (EHC), formerly the NH Healthy Homes Conference has been re-envisioned through a collaborative effort from multiple state agencies to better represent the breadth of environmental health beyond the built environment.

The event will focus on the relationship between people and their environment; and fostering healthy and safe communities by promoting sound policy that protects the health, well-being and quality of life in all communities throughout New Hampshire.

The purpose of the 2022 NH Environmental Health Conference is to

- engage and inform stakeholder organizations and state partner groups about the environmental health resources available throughout the state and how to build new partnerships to ease access to state agency resources;
- educate stakeholder organizations and state partner groups about the New Hampshire specific environment and its link to societal and personal health impacts;
- and examine environmental inequities across the state that affect various geographic population groups, and how a future focus on environmental justice can improve regional inequities.

The Conference Planning Committee welcomes all topic submissions that promote policies and programs to reduce chemical and other environmental exposures in air, water, soil and food to protect people and provide communities with healthier environments.

Please review the information before starting your submission.

- **Call for Presentations submissions are due by 11:59pm on August 9, 2022.**
- **Proposals must be submitted through the submissions system via the website www.nhehc.com/submit-a-presentation**
- **Sessions are 55 minutes and the event is being held in-person.**
- **Submitters will be notified by August 15, 2022 regarding the status of their proposal.**

Target Audience

This is a non-clinical conference and is intended for those whose work impacts the communities they work and live in. We anticipate approximately 200 people to be in attendance. Sessions should be planned for basic to intermediate starting level of knowledge.

- Health & code officers, building officials, and home inspectors

- Maternal and child health, home visiting, WIC programs, Head Start, and Community Action Programs
- Public Health Networks & City Health Departments
- Community health workers
- Housing and Urban Development programs and housing authorities
- City and town leadership (mayors, city/town managers)
- Real estate professionals
- Community advocacy groups
- Legislators and policy makers
- School district leadership
- Academic partners

Conference Agenda

8:30-8:45	Welcome
8:45-9:30	Keynote
9:30-9:50	Break
9:50-10:45	Concurrent Sessions Block A
10:45-11:05	Break
11:05-12:00	Concurrent Sessions Block B
12:00-1:00	Lunch
1:00-1:55	Concurrent Sessions Block C
1:55-2:10	Break
2:10-3:05	Concurrent Sessions Block D
3:05-3:20	Break
3:20-3:50	Plenary
3:50-4:00	Closing Remarks & Raffles

Preparing a Successful Proposal

You may find it helpful to [download a blank presentation preparation form](#) and use it to draft your proposal. Save the form to your computer, and transfer (i.e. cut and paste) the information to the online submission system.

The submission form will ask for the following:

Presentation Contact

Person submitting this abstract and who will receive official notification and follow-up. If this person is also a presenter, you will need to also include your information in the presenter/panelists section.

Proposed session Title

Feel free to be creative. The committee reserves the right to rename or request a new title.

Intended Audience

You will be able to select all that apply from a list that matches the audience profile above. You may also provide additional information for the intended audience if you feel you need to be more specific.

Session Descriptions

Presentation Description

- The presentation description must identify how the material being presented relates to event's goal and audience.
- The session description must provide enough detail for reviewers to fully understand what the session will entail.

Shortened Description

A shortened description will be used to promote sessions on the website and in the printed event program, so it must accurately describe the intent of the session.

Session learning objectives/outcomes

Provide 3 measurable learning objectives from the learners perspectives

(Example: Following this presentation, participants will be able to describe 2 potential lead hazards in the home.)

Conference & Presentation Format

Presentations should focus on sharing model practices, data, policy, tools, resources, and lessons learned.

The conference will be a full day from 8:30-4:00 (subject to change), with multiple blocks of 55 minute concurrent sessions, and breaks to allow time for exhibits and networking throughout the day.

There are essentially two types of session formats:

- **Panels:** Discussions presenting differing perspectives or approaches on a topic or questions. Panels must include a moderator, and have a maximum of 4 panelists. To enhance the richness of the discussion, criteria for selecting panelists should include diversity of presenters and/or viewpoints. The final 10 minutes of the panel should allow for audience question and answers.
- **Traditional Sessions:** A talk or presentation focusing on a single topic or program followed by a short discussion with a maximum of 2 presenters. The final 10 minutes of the session should allow for audience question and answers.

The sessions will be assigned a time at a later date. If an applicant has time restrictions during the day of the conference (e.g., the presenter is only available in the morning or the afternoon) please indicate this information in "Other Information section" of the application.

Presenter/Panelist/Moderator Information

You will be required to provide the following information for each person.

- Full Name
- Credentials/Degrees
- Job Title
- Organization
- Phone & Email
- Experience presenting this topic - Please be specific and provide documentation such as written reference from previous speaking engagement, evaluation summaries that show quality rating and scores from previous presentation, links to videos of a previous presentation, etc.
- Bio to publish
- Resume / CV

Proposals must include all presenters/panelist at the time of submission. Presenters must be properly reviewed and approved by the Committee. Any substitutions will require evaluation by the Committee.

Other Information

Provide any additional information such as scheduling conflicts or other information that could impact your session or could strengthen your proposal.

Selection Criteria

The Conference Committee will review all presentations - selection will be based on the following criteria:

- Topic and relevance to the conference, and attendee base
- Focus on model practices, and tools and resources that can be applied in NH

- Written description and learning objectives
- Speaker expertise and experience presenting the topic
- Research findings are welcome, provided the session is aimed at practitioners and balanced with sufficient practical information (i.e. 'here's how this can be applied to XYZ')
- Absence of commercial sales content for services or products
- Proposal clearly identifies what will occur in the session in the format and time allotted
- Proposal describes how the session will effectively engage the audience in innovative thinking about new or proven ideas and approaches
- Proposal raises important questions or delivers positive, solution-oriented outcomes supported by research and/or program evaluation

Additional Information

Travel, Lodging & Compensation

Compensation, travel and lodging expenses will not be provided for presenters and is the responsibility of each presenter. Presenters are invited to attend and participate in the full complimentary. Details will be provided upon acceptance.

Audiovisual

There will be a basic A/V package in all presentation rooms, which includes:

- LCD projector and screen
- Laptop (PC) and clicker
- Mic and speakers for sound
- Free Wi-Fi

Presenter Responsibilities

- If selected, and if committee has asked for revisions, provide a final title, description and objectives for conference materials by the date specified in your notification.
- Participate in planning conference call(s) with session presenters and a representative from the Planning Committee.
- Coordinate with other speakers/panelists and moderators/facilitators in same session prior to the event.
- Coordinate with session monitors (monitors are provided by the Planning Committee to assist you during the session).
- Provide information on audio visual needs to event planner by October 3rd.
- Provide final presentation materials for electronic distribution by October 18th. We do not provide hard copies to participants. If presenters wish to have hard copies provided, they are responsible for reproducing, shipping and distributing the items.
- Arrange for own transportation and travel arrangements.
- Register for the event using the code provided (details provided later).
- Arrive at least 15 minutes prior to your session.

Additional Questions should be directed to Lori Walter, 603-573-3306 or nhevents@jsi.com.