

## Request for Extended Travel

(THIS REQUEST FORM REQUIRED FOR TRAVEL OUTSIDE OF THE 200-MILE RADIUS)

NAME: Becky Nino

DATE: 2-5-15

DEPT/BUILDING: District Office

**PURPOSE:** This is an opportunity to attend a premier national conference on risk management and safety with other public sector risk management professionals throughout the country.

**DISTRICT BENEFIT:** Continuing education and professional development of district business office staff. Safety for public entities is continually changing and is an important topic for K-12 schools. The district will gain information about school safety and risk management to remain informed and timely information will be shared with district staff.

**TRAVEL DETAILS:** 1. DESTINATION: Houston, TX  
2. TRAVEL DATES: June 6 – June 10, 2014

<u>ESTIMATED EXPENSES:</u>	<u>DESCRIPTION</u>	<u>COST</u>
• TRAVEL	Airfare	\$325.00
• MEALS		\$55.00
• LODGING	4 nights lodging	\$796.00
• REGIS/FEES	Government Member	\$570.00
• SUBSTITUTE		\$0
• OTHER		\$0

**TOTAL: \$1746.00**

**BUDGET SOURCE(S):**

Source	Budget Code	Amount
• <del>GENERAL FUND:</del> RISK MANAGEMENT FUND:	203.2528.0342.100.000.000	\$1746.00
• WORKSHOP FUNDS:		
• CONTRACT REQUIREMENT:		
• OTHER:		

**TOTAL: \$1746.00**

**SUPERVISORS RECOMMENDATION AND COMMENTS:**

Important piece of professional development plan.

**SUPERVISOR SIGNATURE:**

Mary Larson

**SEND FORM TO SUPERINTENDENT/DESIGNEE:**

**SUPERINTENDENT/DESIGNEE RECOMMENDATIONS/COMMENTS:**

Please approve - annual risk management & liability training.  
K Gray

**BOARD ACTION:**

NOT-REQUIRED\_\_\_REQUIRED X\_\_\_APPROVED\_\_\_DISAPPROVED\_\_\_DATE:\_\_\_

I AGREE THAT ALL OF THE INFORMATION ON THIS FORM IS ACCURATE AND TRUE TO THE BEST OF MY KNOWLEDGE.

**EMPLOYEE SIGNATURE:**

Bucky Rind

**DATE:**

2-5-15

# ENERGIZING

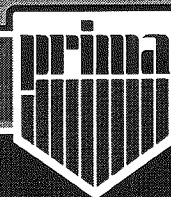
## RISK MANAGEMENT

**REGISTRATION OPENS IN JANUARY!**

For more information, visit [conference.primacentral.org](http://conference.primacentral.org).



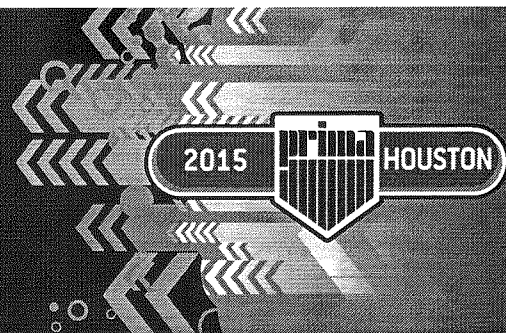
2015



HOUSTON

► **PRIMA'S 2015 ANNUAL CONFERENCE**  
**JUNE 7–10, 2015 // HOUSTON, TX**

# SAVE THE DATE



## FOR ENERGIZING RISK MANAGEMENT IN HOUSTON



**TERRI EVANS**

Chair, 2015 Conference  
Planning Committee



**REGAN RYCHETSKY, ABCP**  
2014–2015 PRIMA President

On behalf of the PRIMA Board of Directors and the 2015 Conference Planning Committee, please accept this special invitation to join us in Houston, Texas, for PRIMA's 2015 Annual Conference.

Managing risk in our cities, counties, schools, states and tribal nations presents unique challenges, and PRIMA's Annual Conference is the only conference dedicated to YOU: public sector risk management professionals. We encourage you to join nearly 1,000 of your public risk management colleagues, leaders and experts for an exceptional learning and networking opportunity spanning three days.

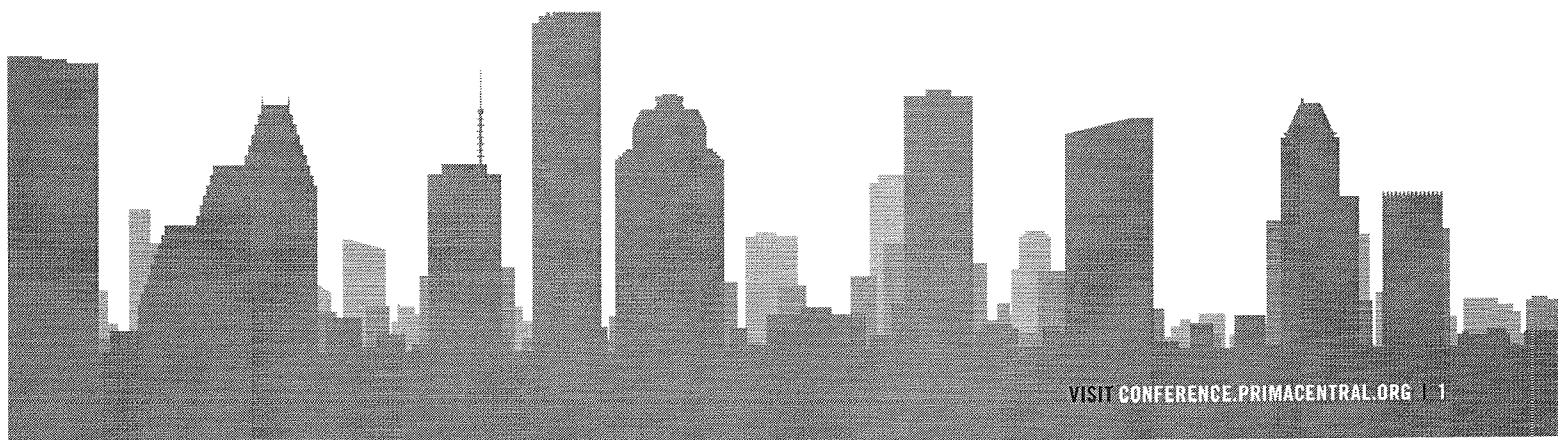
The PRIMA 2015 Annual Conference will offer more than 55 educational opportunities covering the latest trends and topics affecting public risk management today. This year, the PRIMA Annual Conference will offer three distinct session types: 30-minute cram sessions, 2.5 hour in-depth workshops, and our traditional 1.25 hour classroom sessions. All of these opportunities will be organized into tracks such as risk control and safety, risk financing, schools, enterprise risk management, employee benefits and more. And, of course, we'll begin each day with our knowledgeable and inspirational keynote speakers. We've got an incredible line-up for Houston—you can't afford to miss it!

Since we also learn outside the classroom, the PRIMA 2015 Annual Conference provides a wealth of energizing networking time—scheduled and spontaneous—with colleagues from across the country who can appreciate your successes and challenges. We'll kick things off with a Welcome Reception on Sunday evening and you'll have an opportunity to unwind and walk among the dinosaurs at the Houston Museum of Natural Science on Tuesday night.

As always, PRIMA's conference will feature an extensive trade show with exhibitors who recognize the authority and influence of public sector risk managers. They are ready to visit with you and learn what you need to make your jobs easier, more streamlined and more cost-effective. See what they have to offer YOUR entity.

There is no better way to start your summer than attending PRIMA 2015 in Houston! We are certain you will find the conference location to be a great venue for learning, networking and reenergizing!

**We look forward to seeing you June 7–10, 2015, in Houston!**



# NETWORKING OPPORTUNITIES

2015

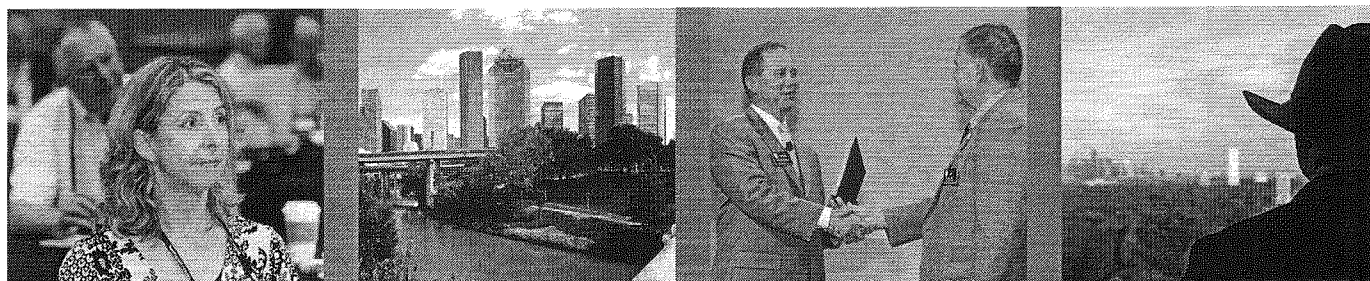
HOUSTON

Managing risk in our cities, counties, schools, states and tribal nations presents unique challenges and PRIMA's Annual Conference is the only conference dedicated to YOU: public sector risk management professionals.

## PRIMA 2015 OFFERS:

- Three days of learning opportunities with daily general sessions and more than 55 classroom sessions
- Multiple opportunities to meet with vendors who are ready with products and services geared to make the work of public sector risk managers more efficient and cost-effective
- Networking time, scheduled and spontaneous, with colleagues from across the country who recognize the influence of public sector risk managers and are ready to help you succeed.

Return from Houston energized and armed with knowledge, inspiration and ideas to help your entities and communities.



## 2015 ANNUAL CONFERENCE SPONSORS

(Confirmed as of December 19, 2014)

THANK YOU TO OUR GENEROUS SPONSORS FOR THEIR CONTINUED SUPPORT OF PUBLIC SECTOR RISK MANAGERS.

### PLATINUM



Arthur J. Gallagher & Co.



### GOLD



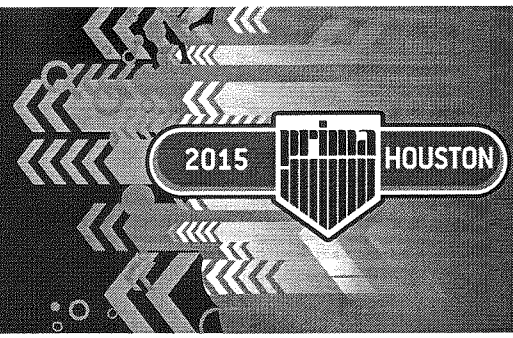
### SILVER



### PATRON

Bickmore, Ironshore Insurance





**GET EACH DAY OFF TO A STRONG START WITH BY OUR KEYNOTE SPEAKERS.**

## **MONDAY, JUNE 8**



### **THOM SINGER | CONNECTING WITH PEOPLE IN A GADGET-CRAZED WORLD**

*Sponsored by Travelers.*

All business is personal, but it takes time to establish meaningful connections. If you are not top-of-mind, then your competition gets the call for the next piece of business. The quest for more productivity pushes us to increasingly use digital and social media tools to interact with others. With these ever-evolving changes in communication, are we really better connected? While gadgets and social media seem great, they remove the personal side of relationships.

Thom will take us on a journey of exploration about how we can maximize our brand and reputation in this crazy world. He will teach attendees how to improve our engagement with each other, clients, and co-workers and that there is more to a contact than a “like,” a “link,” a “share” and/or a “follow.”

## **TUESDAY, JUNE 9**



### **DAVID T. LOYD | CHIEF, SAFETY & TEST OPERATIONS DIVISION, NASA JOHNSON SPACE CENTER**

*Sponsored by Travelers.*

As the Chief of the Safety and Test Operations Division at NASA's Johnson Space Center (JSC), David Loyd, understands the challenge of integrating cutting-edge risk management practices and techniques throughout a large organization with an extraordinarily diverse mission. In this riveting opening session, you will learn how past mission and institutional failures helped NASA establish a safety culture and a uniform risk management environment. David will also discuss how the loss prevention industry has influenced NASA's approach to sustaining its unique, yet aging, infrastructure.

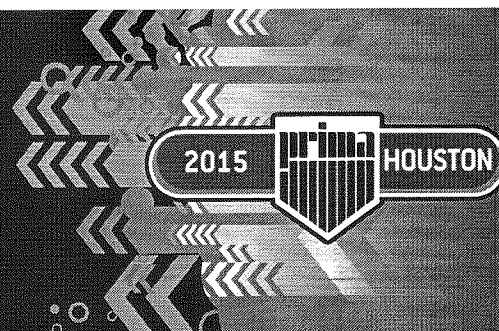
## **WEDNESDAY, JUNE 10**



### **CHARLES P. LEITCH, JD | SOCIAL MEDIA: BE VERY AFRAID**

*Sponsored by Midwest Employers Casualty Company.*

Social media has changed how the world communicates, including public entities, and this has created increased exposure. Charles will share with you how social media has changed public sector risk management and how social media supervision can be integrated into risk management programs. Charles will also review social media sites, applications and risks, and other evolving best practices.

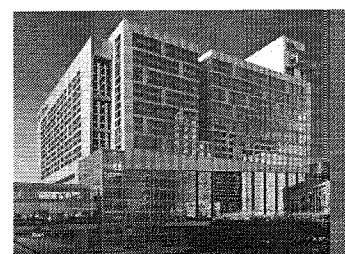


**NETWORKING OPPORTUNITIES:** Join fellow professionals, thought leaders and experts in the public sector risk management field for conversation and fun. Don't miss these opportunities to connect with others who face the same challenges and successes you do every day.

## SUNDAY, JUNE 7 | WELCOME RECEPTION

*Sponsored by Munich RE.*

Get yourself into conference mode at the Hilton America Houston on Sunday evening, as we kick off the best educational event and trade show in public risk management. There's no better way to get into the conference frame of mind than by networking with fellow leaders in your industry, building new relationships and meeting up with old friends! This event is included with conference registration.



## TUESDAY, JUNE 9 | PRIMA SIGNATURE EVENT: WALK AMONG THE DINOSAURS

*Sponsored by Gallagher Public Entity and Scholastic Division and Genesis Management and Insurance Services Corporation.*

Embark on a Prehistoric Safari while you eat, drink and be merry. The Morian Hall of Paleontology at the Houston Museum of Natural Science will host public risk managers on Tuesday, June 9, for our signature event allowing attendees to walk among prehistoric beasts in action and experience the saga of human evolution from tree-climbing australopithecines to courageous mammoth-hunters. This event is included with conference registration.



## PRIMA TRADE SHOW

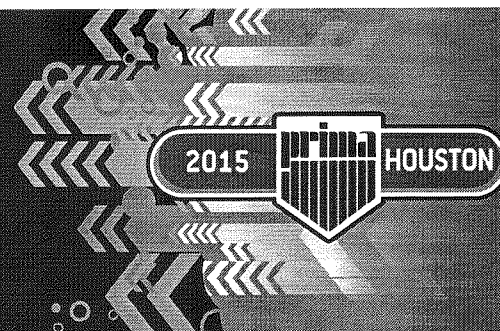
**MONDAY, JUNE 8 | 9:30 A.M. – 6:00 P.M. AND TUESDAY, JUNE 9 | 9:30 A.M. – 2:00 P.M.**

Don't miss the opportunity to talk one-on-one with suppliers who recognize the power and influence of public sector risk managers.

### INSIDE THE TRADE SHOW

**Great exhibitors.** In Houston, you'll have the opportunity to meet with exhibitors who are ready to learn what you need to make your job easier, more streamlined and cost-effective. Check out the current list of exhibitors (*including exhibitors registered by December 18*):

- ACE Westchester
- AED Authority
- Alliant Insurance Services, Inc.
- Alternative Service Concepts
- American Appraisal
- American Technologies, Inc.
- Anthem Workers' Compensation
- Aon
- Apex Insurance Services
- AssetWorks, LLC
- BELFOR Property Restoration
- Bickmore
- CareHere, LLC
- Carl Warren & Company
- Chapter Manager
- CorVel Corporation
- Coventry Workers' Comp Services
- Equian
- EXIGIS, LLC
- FirstNet Learning
- Gallagher Bassett Services, Inc.
- Gallagher Public Sector
- Genesis Management and Insurance Services, Corp.
- HCA Asset Management, LLC
- HearPO, an Amplifon Company
- Helios
- IPMA-HR
- ISO Claims Solutions
- L-3, D.P. Association
- Lexipol, LLC
- LocalGovU
- McGriff, Seibles & Williams, Inc.
- MHS Inc.
- Midwest Employers Casualty Company
- Mountain View Software
- Munich Reinsurance America, Inc.
- myMatrixx
- OneBeacon Government Risks
- Origami Risk
- Patriot National, Inc.
- Payless Shoe Source
- PMA Companies
- Recordables
- Safety National
- SawStop, LLC
- Segal Select Insurance Services, Inc.
- Select Physical Therapy
- Servpro Industries, Inc.
- States Self-Insurers Risk Retention Group, Inc.
- Systema Software
- Target Solutions
- The Best IRS, Insurance Recruiting Specialists
- The Hartford
- Travelers Insurance
- TRISTAR Insurance Group
- US Specialty Underwriters
- WellComp
- Wells Fargo Insurance
- York Risk Services Group
- Your House Counsel



PRIMA 2015 offers, for the first time, three distinct session types: 30-minute cram sessions, 2.5 hour in-depth workshops, and our traditional 1.25 hour classroom sessions that provide educational opportunities for public sector risk management professionals. See below for a sneak peek at the educational offerings in Houston and check the PRIMA Conference Web site, [conference.primacentral.org](http://conference.primacentral.org), for a detailed educational session agenda, available in February 2015.

### EMPLOYEE BENEFITS/HUMAN RESOURCES

- The Amended ADA: Implications for Human Resources
- Bridging the Gap: Working and Managing Different Generations and Genetics
- Employee Wellness Clinics: Are They Worth It?
- Further Impacts of the Affordable Care Act for Employers
- Harassment: Beyond Racial and Sexual in Nature
- Strategies to Mitigate Jail Risks
- Social Media and the Workplace
- Is There A Doctor in the House? Refining Employee Health

### ERM/MANAGEMENT/LEADERSHIP

- ERM: How Implementing the ISO 31000 Standard Can Bring Value to Your Community
- Getting Started with ERM: Steps to Success
- Hello ISO? Can You Help Me?
- Mastering the Art of Communication
- Safety Committee Effectiveness
- The Seven Rules of Admiral Hyman Rickover
- Weatherproofing Your Cyber House
- What Your Attorney REALLY Wants From Risk Management

### POOLS

- The Employment Practices Liability Maze
- Fundamentals of EPL Risk Management for the New Risk Manager
- Pool Information Exchange
- Shrinking Your Pool's Liability Defense Costs
- Solvency Measures: What are They?
- Strategies for Pools to Earn Member Loyalty

### RISK CONTROL/SAFETY

- Active Shooter: Preparation, Response and Recovery
- Autonomous Vehicles: The Largest Impact to Transportation and Infrastructure
- Best Practices for Managing Risks Associated with Outdoor Events
- Drones are Coming: Are You Ready for Unmanned Aircraft?
- Fleet Risk Management: More Than Vehicle Inspections
- Help! They Have Fallen and Can't Get Up...
- Preventing & Managing CAT Claims
- Priority One: Keeping Children and Families Safe

### RISK FINANCING/INSURANCE/SELF-INSURANCE

- Measuring Return on Investment in Risk Control
- Options in Health Insurance Self-Funding
- Putting Lipstick on Your Risk Management Program
- Recovering Uninsured Losses through FEMA's Public Assistance Program
- Understanding Actuarial Concepts Using Legos

### RISK MANAGEMENT ADMINISTRATION

- 30 Things That Should Be in Every Contract
- Are Your Employment Practices About To Go Up In Smoke?
- Building Value in Risk Management from the Top-Down and the Bottom-Up
- Contractual Risk Transfer in Half the Time
- Houston, We Have a Problem! Cyber Exposures Threaten the Safety of U.S. Public Entities
- Top Ten Mistakes to Avoid as a New Risk Manager

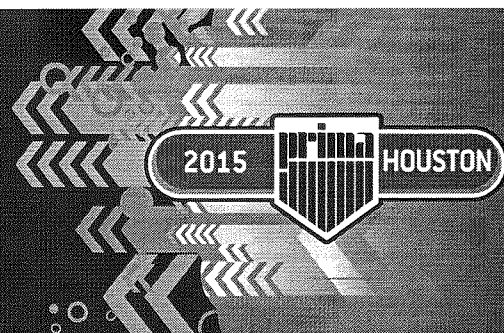
### SCHOOLS

- Disaster Recovery: Plans for Schools
- Education Professionals Roundtable
- Four Steps to Preventing Child Abuse in Your Organization
- The Increasing Special Needs Population: Critical Issues
- Managing the Risks of Scholastic Club Sports
- School Employee Safety: Successful Injury Prevention Programs
- Student Bullying Activism

### WORKERS' COMPENSATION

- Aging Workforce: What Does It Mean?
- Controlling Large Workers' Comp Losses Through Personnel Policies
- It's Not a Claim, It's a Person
- Medical Marijuana in Workers' Compensation
- Predictive Analytics: A Workers' Compensation Game Changer
- Tips From The Trenches
- Your Mobile Workforce is Driving Up Your Exposure





## PRIMA HOUSING POLICIES

Reservations at an official conference hotel must be accompanied by a deposit equal to one-night's room and tax to guarantee the reservation. All cancellations must be made at least 30 days prior to arrival to receive a refund of the deposit. Any and all cancellations made within 30 days of arrival will forfeit the entire deposit. Anyone booking more than eight room nights will be required to sign a room block contract with the hotel, and will be held to the hotel's attrition and cancellation policies as per their contract.

## SPECIAL ACCOMMODATION REQUEST

If you require special accommodations due to disability, health concerns or physical challenges, contact Mary de la Fe, PRIMA manager of meetings and conferences, at 703.253.1263 or [mdelafe@primacentral.org](mailto:mdelafe@primacentral.org).

## CONFERENCE HOTELS

**RESERVE YOUR ROOM BEGINNING JANUARY 9, 2015**

### HEADQUARTERS HOTEL

Hilton Americas-Houston  
1600 Lamar, Houston, Texas 77010

Conference Room Rate: \$199 (plus tax: 17%)

Room rate is available until May 14, 2015 or until the block is sold out.

To make reservations by phone call: 1-800-HILTONS (445-8667)

To make reservations online go to [conference.primacentral.org/hotel](http://conference.primacentral.org/hotel).

**Reservation Code: 1PA**

*For questions regarding hotel reservations, contact Mary de la Fe, PRIMA manager of meetings and conferences, at 703.253.1263 or [mdelafe@primacentral.org](mailto:mdelafe@primacentral.org).*



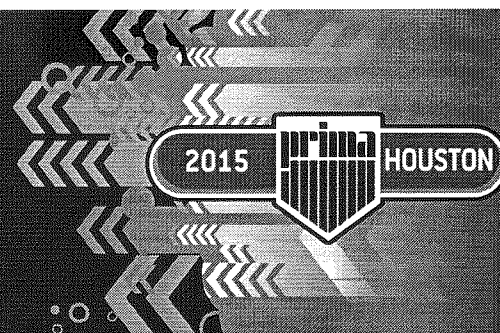
## GETTING TO HOUSTON

Houston is served by 20 airlines at two airports:

- **Bush Intercontinental (IAH)** is the larger of the two and 20 miles from downtown Houston. A typical cab ride to downtown is approximately \$52
- **William P. Hobby (HOU)** is 11 miles from downtown. A typical cab ride downtown is approximately \$26.

## GROUND TRANSPORTATION

To and from the airport, there are a number of options from taxis to Super Shuttle ([www.supershuttle.com](http://www.supershuttle.com)). The Hilton is connected by skywalk to the convention center and there are a number of restaurants and entertainment within walking distance. For more information on Houston and our location, please visit the conference Web site at [conference.primacentral.org](http://conference.primacentral.org).



## NOT A MEMBER OF PRIMA YET?

Members of PRIMA save an average of \$200 on their registration fee for PRIMA's Annual Conference. Members also enjoy a wealth of other benefits including peer-to-peer networking, cutting-edge educational courses and award-winning publications.

You can become a member at the same time you register for PRIMA's 2015 Annual Conference by simply checking the appropriate box on the online registration form. The cost of your membership will be added and billed at the time of your registration. The discounted registration fee will be reflected in your final charge.

Or visit PRIMA's Web site at [www.primacentral.org](http://www.primacentral.org) and join today!

## FEES

	ON OR BEFORE APRIL 6	AFTER APRIL 6	ONSITE
MEMBER, GOVERNMENT	\$570	\$670	\$710
MEMBER, CORPORATE	\$640	\$740	\$780
NONMEMBER, GOVERNMENT	\$770	\$870	\$910
NONMEMBER, CORPORATE	\$990	\$1025	\$1065

Conference registration includes: admittance to all educational and general sessions, and the PRIMA exhibit hall, plus conference materials. Conference registration fees also cover receptions on Sunday and Monday evening, continental breakfast and lunch on Monday, Tuesday and Wednesday and Tuesday night's signature event.

## GUESTS

Guests of attendees of PRIMA's 2015 Annual Conference will not be issued name badges. Tickets for special events - lunches, receptions and the tradeshow—will be available for purchase in advance via the online registration form and onsite in Houston. **Space is limited**, so we recommend advance purchase.

## CANCELLATION AND REFUND POLICY

All cancellations and requests for refunds must be received in writing and are subject to a \$75 administrative fee. **Cancellations received after Friday, May 8, 2015, are nonrefundable. However, substitutions will be accepted.** Please allow 30 days following the conference for all refund processing.

## NOTICES

- If PRIMA must cancel this conference for any reason, liability is limited to the registration fees paid only. PRIMA is not responsible for other expenses incurred, including travel and accommodation fees.
- Payments to PRIMA are not deductible as charitable contributions for federal income tax purposes.

## HOW TO REGISTER

Register online for the PRIMA 2015 Annual Conference beginning **January 9** on the PRIMA Annual Conference Web site at <http://conference.primacentral.org>. If you are unable to register online or need further registration information, contact PRIMA registration at [glenda@ahi-services.com](mailto:glenda@ahi-services.com) or 888-266-1685.

REGISTRATION OPENS JANUARY 9, 2015!

**SEE YOU IN HOUSTON!**