



## ARIAS·U.S. 2017 Fall Conference Request for Proposals Submission Guidelines and Application

Proposal Submission Deadline: **July 10, 5:00 p.m. ET**

For questions or comments, contact Joyce Arawole at ARIAS·U.S. at [jarawole@arias-us.org](mailto:jarawole@arias-us.org) or 703.260.7515.

### Overview – Beyond the Traditional Reinsurance Arbitration –“Non-Traditional Disputes”

ARIAS·U.S. is seeking dynamic, relevant, and interesting content for the 2017 Fall Conference to be held November 2- 3 at the Marriott Marquis in New York. The planning committee is looking for presentations beyond the traditional reinsurance arbitration. While many reinsurance disputes involve the collection of long tail asbestos or environmental losses, at this conference, we plan to highlight other "non-traditional" disputes which can be and often are resolved through arbitration. These might include disputes involving a diverse array of products, businesses or lines, including disputes between policyholders and insurers as well as MGA, agency and/or broker disputes, workers compensation and/or life reinsurance disputes, structured finance disputes and other disputes focused on financial matters, disputes involving captives, Bermuda Form arbitrations and others.

ARIAS·U.S. is seeking submissions for 45 to 60 minute interactive presentations in a General or Breakout session format. Submissions should be interactive, skill-based and/or audience participative or other forms of presentation that encourage interaction and lively discussions. Special consideration will be given to proposals that incorporate unique presentation formats. The ARIAS·U.S. planning committee may also provide suggestions for enhancing the panel and overall conference experience for participants. The planning committee is looking to avoid “talking head” presentations for the Fall Conference and invites submissions that fit within the listed conference themes that explore specific challenges, topics and issues in-depth. Please review the details and guidelines of this RFP process thoroughly before proceeding.

### Guidelines for Submission

- Proposals may be submitted for targeted member audiences (i.e. Arbitrators/Umpires, Company Representatives, and Counsel).
- Presentations will be considered based on quality of topic, introduction of new and innovative concepts, importance of the subject-matter to insurance/reinsurance arbitration, and appeal to the target audience(s).
- The lead presenter organizes the presentation and is responsible for submitting the proposal application, forming the group session, moderating the session and leading the discussion.
- This request for proposals is open to all ARIAS·U.S. members and non-members. Interested parties may submit more than one proposal at a time.
- ARIAS·U.S. may request a submission be revised to better fit the conference agenda or combined with another presentation where appropriate.
- Submissions accepted must agree to adhere to a timeline provided by ARIAS·U.S. to submit conference materials, including PowerPoint presentations, and supplementary materials in advance of the conference.
- Speakers are strongly encouraged to submit an article for the quarterly journal based on their presentation or related to the topic's focus area.
- All individuals accepted to present in any of the presentation types must be registered by the presenter registration deadline. *Please note: no registration or payment is necessary to submit a proposal. Only those accepted will be required to register.*
- Speakers are responsible for their own travel, room, board, incidental, and registration costs
- Completed proposal application must be submitted electronically by 5:00 pm ET on **July 10, 2017** to Joyce Arawole at [jarawole@arias-us.org](mailto:jarawole@arias-us.org).

# ARIAS U.S. 2017 Fall Conference Submission Application

**SUBMISSION DEADLINE: July 10, 5:00 p.m. ET**

Email all completed applications to Joyce Arawole at [jarawole@arias-us.org](mailto:jarawole@arias-us.org)

## **Proposal Timeline:**

Proposal Submission Opens:	June 19, 2017
Proposal Submission Closes:	July 10, 2017 by 5:00 p.m. ET
Submission Status Notification:	July 25, 2017
Speaker Confirmation Deadline:	August 1, 2017

Please type your responses and ensure that all fields are complete before submitting the application. All questions concerning this process should be directed to [info@arias-us.org](mailto:info@arias-us.org).

## **CONTACT INFORMATION**

### **1. CONTACT INFORMATION:**

Please complete the contact information for the main speaker/ submitter of this proposal. This person will be notified regarding the status of the proposal submission. **Note:** If your presentation includes a co-speaker or panelists, you must submit "Speaker Information" for ALL of the presenters.

<b>Full Name:</b>	David Winters
<b>Title/Position:</b>	Partner, Butler Rubin Saltarelli & Boyd LLP
<b>Telephone Number:</b>	312-444-9660
<b>Email Address:</b>	<a href="mailto:d winters@butlerrubin.com">dwinters@butlerrubin.com</a>

## **PRESENTATION INFORMATION**

### **1. SESSION FORMAT:**

Presentations may be designed for one or more presenters in either a general session or breakout session format.

- Interactive Panel Session: 45 – 60 minutes
- Alternative Format: If there is an alternative format that you would like to explore, please explain

**A. Please select the presentation format for your proposed session by clicking on the gray box below:**

<input type="checkbox"/>	Interactive Panel Session
<input checked="" type="checkbox"/>	Alternative Format – Please explain: Workshop session targeting arbitrators to help them with document and PDF encryption and proper file deletion

### **B. Will this be planned as a general session or breakout?**

- General Session (Large conference audience up to 400): 45 - 60 minutes
- Breakout Session (Small group concurrent sessions of up to 100 people in a room): 45 – 60 minutes

<input type="checkbox"/>	General Session	<input checked="" type="checkbox"/>	Breakout Session
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**C. Please provide the technology that you plan on using, if any (PowerPoint, live polling, other?). Please note that audiovisual requests only apply to general sessions:**

Power Point presentations with projector screens to help walk arbitrators through using technology to encrypt and delete files. We may bring an IT specialist along with our attorney presenters.

## 2. CONFERENCE THEME AND FOCUS

We encourage proposals focused on a variety of topics that relate to the general themes provided below.

The planning committee is looking for presentations beyond the traditional reinsurance arbitration. While many reinsurance disputes involve the collection of long tail asbestos or environmental losses, at this conference, we plan to highlight other "non-traditional" disputes which can be and often are resolved through arbitration. These might include disputes involving a diverse array of products, businesses or lines, including the following below. Please select topic focus by clicking on the gray box below:

<input type="checkbox"/>	Disputes between policyholders and insurers, MGA, agency and/or broker disputes
<input type="checkbox"/>	Workers compensation and/or life reinsurance disputes
<input type="checkbox"/>	Structured finance disputes and other disputes focused on financial matters
<input type="checkbox"/>	Disputes involving captives, Bermuda Form arbitrations and others
<input type="checkbox"/>	Other disputes – please describe:

The conference planning committee is interested in providing fresh and relevant content to keep conference participants engaged. Please answer briefly, the following questions below to help us understand the focus and relevance of your submission to current events and issues within the selected conference topic.

A. What is the specific topic you are proposing and why?

Our topic is information security, which is a key issue for any confidential arbitration. While information security is generally relevant to all disputes, it is particularly relevant to disputes that involve the exchange of confidential personal information (as is common in many workers comp and life reinsurance disputes).

B. What makes this topic of interest to the conference audience?

Participants in ARIAS arbitrations are often contractually and/or legally bound to keep arbitration information confidential.

C. Why is it relevant? Are there any current events or articles you can share?

See response to B, above. Information security has been a key topic in recent issues of the ARIAS Quarterly. See Dan Fitzmaurice's Article, "Cyber Security and Data Security: What are the risks for insurance and reinsurance arbitrations," ARIAS-US Quarterly, Fourth Quarter, 2016, and David Winters' article, "The Five Stages of Grief, the ARIAS-U.S. Guide to Data Security in Arbitrations, and You," ARIAS-U.S. Quarterly, First Quarter 2017.

D. How does this topic impact the business of reinsurance arbitration?

See b and c, above.

## 3. TARGET AUDIENCE:

Proposals may be submitted for targeted member audiences (i.e. Arbitrators/Umpires, Company Representatives, and Counsel). Please select the target audience(s) by clicking on the gray box below:

<input checked="" type="checkbox"/>	Arbitrators / Umpires
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<input type="checkbox"/>	Company Representatives
<input type="checkbox"/>	Counsel

#### 4. SESSION TITLE:

List the presentation title as it will appear in the conference program. Please limit to 10 words or less.

Information Security for Arbitrators: Encryption and File Deletion

#### 5. SESSION DESCRIPTION:

Please provide a brief 25-50 word description of the presentation content. Describe the session in promotional terms for the registration brochure.

Keeping information secure is vital in any confidential arbitration. This interactive workshop is part of a continuing series of offerings from the Technology Committee. Participants will learn three vital information security skills: (1) encrypting individual documents, including PDFs, and (2) deleting files (the right way).

#### 6. DETAILED SESSION DESCRIPTION:

Please provide a detailed (no more than 300 words) description of the presentation content and how you plan to engage participants.

The session will be another installment of information security education offerings, in what the Technology Committee hopes will be a continuing series of interactive workshops targeted at arbitrators. In the Spring 2017 Conference, we had an interactive workshop designed to help arbitrators ensure that their computers had “whole-disk encryption” enabled. This interactive workshop builds on that foundation by instructing arbitrators on two key information skills: (1) proper encryption of individual files, including PDFs, and (2) deleting files and documents (correctly). Those topics are described in more detail below.

First, encryption is increasingly becoming a standard protection for confidential information. Workshop participants will learn how to encrypt individual electronic documents, including PDFs.

Second, arbitrators must understand the proper way to delete electronic files. Somewhat counter-intuitively, “deleting” files on a computer does not, in most cases, actually destroy the file. Workshop participants will learn how to securely delete files – for good.

#### 7. SESSION LEARNING OBJECTIVES:

Learning objectives are a required component of the submission process so that ARIAS·U.S. can request for continuing legal education credits.

Please state what participants can expect to learn and /or do upon completion of the session in measurable, behavioral terms. **Examples of measurable words include: state, list, describe, explain, identify, name, demonstrate, etc.** [Click here for a link to examples](#)

Please include three to five learning objectives below:

1	Demonstrate how arbitrators can properly encrypt documents, including PDF attachments.
2	Demonstrate how arbitrators can proper delete files and data – the right way.
3	
4	
5	

## SPEAKER INFORMATION

### 8. SPEAKER BIOGRAPHY:

Speaker biographies are a required component of the submission process so that ARIAS·U.S. can request for continuing legal education credits. ***Please complete a speaker biography for each presenter. For additional speakers, please copy this page.***

#### A. Contact Information:

Full Name:	David Winters
Title/Position:	Partner, Butler Rubin Saltarelli & Boyd LLP
Telephone Number:	312-696-4442
Email Address:	<a href="mailto:dwinters@butlerrubin.com">dwinters@butlerrubin.com</a>

#### B. Presentation History:

Have you presented at an ARIAS·U.S. conference or seminar previously?

<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Has this presentation been delivered before at a different conference or event?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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**If yes, when and where?**

#### C. Please describe your familiarity with the target audience and your expertise on this topic:

David is one of the co-drafters of the ARIAS U.S. Practical Guide to Information Security. He has given numerous talks on information security, including presentations at past ARIAS conferences. He has delivered an ARIAS webinar on information security. In 2016, David received the CIPP/US designation from the International Association of Privacy Professionals (IAPP), indicating that he is a Certified Information Privacy Professional for the U.S. private-sector.

D. Please provide a biography of (up to 150 words) as it will appear in the conference program.

David Winters concentrates his practice complex business and reinsurance litigation. He has had significant arbitration experience, particularly in disputes that involve the exchange of sensitive and personal information. He has published numerous articles on information security, including articles in past issues of the ARIAS Quarterly, and he has presented on this topic at past ARIAS conferences. Most recently, he presented an ARIAS webinar on information security and proper use of social media.

In 2016, David received the CIPP/US designation from the International Association of Privacy Professionals (IAPP), indicating that he is a Certified Information Privacy Professional for the U.S. private-sector. CIPP certification is the global standard for privacy laws and regulation.

Thank you for completing the Call for Proposals Submission Application. Please email all completed applications to Joyce Arawole at [jarawole@arias-us.org](mailto:jarawole@arias-us.org) by 5:00 p.m. ET on **July 10, 2017**.