



# 23<sup>rd</sup> Annual Conference on Ending Homelessness

## **Session Proposal Form** **Due by 5PM February 12** **Submit to [kevin@wliha.org](mailto:kevin@wliha.org)**

Please complete all parts of this form. Only complete proposals will be considered. If you are having trouble with the form, please contact Kevin Solarte at [kevin@wliha.org](mailto:kevin@wliha.org) or 206-442-9455 ext. 212.

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*\*select the text in the grey boxes and type or paste your responses. Cut and paste is preferred as form fields are not spellchecked.*

### **1. Contact information**

Submitter Name: Paul Figueroa

Email: [Paul@PeaceEnforcement.com](mailto:Paul@PeaceEnforcement.com)

Phone: 206-650-5364

Organization affiliation (if any): Peace Enforcement LLC

Address: PO Box 9832, Seattle WA 98109

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### **2. Session information**

*Title of presentation (exactly as you would like it printed in conference program)*

The Importance of Self Care

*Who is this session primarily designed for?*

Front line service providers

*Who else would benefit from this session?*

- ☐ Individuals experiencing homelessness
- ☐ Front line service providers
- ☒ Homelessness program managers
- ☒ Housing providers/developers
- ☒ Executive directors
- ☒ Members of faith communities
- ☒ Nonprofit board members
- ☒ Students
- ☒ General public/advocates
- ☒ Government employees
- ☐ Other Please describe

*Length*

- ☐ 75 minutes  
☐ 90 minutes  
☒ Either

*Format*

- ☐ Panel  
☒ Single presenter

*Focus area*

- ☒ Housing Development & Management  
☐ Research & Data  
☐ Communications  
☒ Effective Service Strategies  
☒ Recovery and Consumer Choice  
☒ Integrated Healthcare  
☒ Families and Youth  
☐ Funding Solutions  
☐ Advocacy and Policy  
☐ Forging New Partnerships  
☐ Serving Special Populations  
☐ Other creative & unique approaches to ending homelessness  
☒ Other Anyone working in the industry.

- ☐ Moderated debate  
☒ Interactive/hands on  
☒ Other Presentations are very inclusive and interactive. I don't use power point as the training is fairly fluid. I use humor, exercises, audience members for illustrations and open discussion to increase their learning.

---

**3. Presenter details**

*Lead presenter:*

Organizational affiliation (if any): Peace Enforcement LLC

Phone: 206-650-5364

Email: Paul@PeaceEnforcement.com

Address: PO Box 9832, Seattle WA 98109

Bio: A 12-year veteran of law enforcement, Paul spent much of his career working with street gangs. Drawing on this experience, Paul re-channeled his efforts. For the last 14 years has been working to positively impact the lives of people. He's provided workshops and keynotes at numerous conferences, locally and nationally and led groups for parents and children at Low Income Housing. He has shared his bullying and gossiping prevention expertise on Radio Disney and has appeared on the Today Show.

*Additional presenter 1:*

Organizational affiliation (if any): organization

Phone: phone

Email: email

Address: address

Bio: 500 character limit

#### **4. Session description**

*Session mission statement (Upon completion of the session what should participants have learned/gained?)*

Easily recognize when they are not taking care of themselves

Learned the importance of taking care of themselves

Know how their work/ home life improves if they take better care of themselves

See how their work performance improves

Learned skills in how to get things back on track when they falter

See the negative effects create a negative spiral

Have tools to prevent problems later

*Concise description of session (exactly as you would like it to appear in the program)*  
(Staff and Managers) Are you stressed out? Learn that it's okay to take time for yourself. Find effective ways to reduce stress, get more done and increase the joy in your life. Learn how to not take other people's challenges, emotions or reactions personally and create more space for you!

*Session outline. Please include the length and focus of each section of the session and a timeslot for questions and answers or discussion.*

My presentations use emergent design and at the beginning of the workshop I ask participants how I can help them specifically. From there I customize, add and focus the training as we go.

The workshop is highly interactive, inclusive and engaging. Questions and answers occur throughout the workshop.

Introduction (10 Min)

Lays the foundation of what I can speak to

Helps the group be more comfortable with me

They see how I might help them.

How can I help you? (5 min)

Ask group for things they'd like help with during the time

The Choice Point System (15 Min)

Share and discuss the system

Free's up stress from making mistakes

How learning opportunities arise

How to let go of self judgement, guilt for choices

How self esteem impacts our decisions

Obstacles to self care (10 Min)

List / Discuss each

Provide Solutions

Personal time for reflection of own obstacles and solutions in handout

Fear Spectrum (10 min)

Discuss what fear is

Use audience, show how fear works

Give them solutions

Personal time for reflection of own obstacles and solutions in handout

Beliefs/ Actions / Behavior (10 Min)

Show how beliefs lead to thoughts and thoughts lead to actions

How you can work at any level to change things

How changing things at the belief level has most impact

Change Sheet (10 Min)

A customized tool that allows participants to uncover hidden reasons they don't take care of themselves, provides them with ways to be compassionate with themselves while creating and installing an effective plan to improve their own self care.

Self Communication Assessment (5 Min)

Share and explain tool

Show how to improve their own self esteem and challenge negative beliefs

Opportunity for them to personalize the tool

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---

## **5. Equipment**

*Please describe audio/visual equipment you require (laptop, microphone, projector)*

My presentations are very interactive and I don't use power point (unless we have over 100 people - then it's only so they can see). A white board and/or easel pad would be great!



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Address: PO Box 9832, Seattle WA 98109

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### **2. Session information**

*Title of presentation (exactly as you would like it printed in conference program)*

ReKindling the Fire / Burnout Prevention

*Who is this session primarily designed for?*

Front line service providers

*Who else would benefit from this session?*

- ☐ Individuals experiencing homelessness
- ☐ Front line service providers
- ☒ Homelessness program managers
- ☒ Housing providers/developers
- ☒ Executive directors
- ☒ Members of faith communities
- ☒ Nonprofit board members
- ☒ Students
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- ☒ Government employees
- ☐ Other Please describe

*Length*

- ☐ 75 minutes  
☐ 90 minutes  
☒ Either

*Format*

- ☐ Panel  
☒ Single presenter

*Focus area*

- ☒ Housing Development & Management  
☐ Research & Data  
☐ Communications  
☒ Effective Service Strategies  
☒ Recovery and Consumer Choice  
☒ Integrated Healthcare  
☒ Families and Youth  
☐ Funding Solutions  
☐ Advocacy and Policy  
☐ Forging New Partnerships  
☐ Serving Special Populations  
☐ Other creative & unique approaches to ending homelessness  
☒ Other Anyone working in the industry.

- ☐ Moderated debate  
☒ Interactive/hands on  
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*Lead presenter:*

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Phone: 206-650-5364

Email: Paul@PeaceEnforcement.com

Address: PO Box 9832, Seattle WA 98109

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*Additional presenter 1:*

Organizational affiliation (if any): organization

Phone: phone

Email: email

Address: address

Bio: 500 character limit

#### **4. Session description**

*Session mission statement (Upon completion of the session what should participants have learned/gained?)*

Be able to separate their work and home life, reducing how one may affect the other.  
Easily recognize and identify indicators that stress is getting to them.  
Get themselves and/or their teams back on track if they are overwhelmed.  
Reduce the amount of fear they are experiencing, directly or indirectly.  
Change their focus and thinking from non-productive to productive.  
Keep a better perspective on their work and home life, and avoid overwhelm  
Put in place various strategies to reduce stress

*Concise description of session (exactly as you would like it to appear in the program)*

In these times, it's easy to become overwhelmed with your job and burn out. Paul shares ways of changing your perspective, managing time and getting you – and/or your staff – back on track. We'll remove obstacles that get in your way and provide you with long term, active steps to improve performance and keep the joy you once had.

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Introduction (10 Min)

Lays the foundation of what I can speak to  
Helps the group be more comfortable with me  
They see how I might help them.

How can I help you? (5 min)

Ask group for things they'd like help with during the time

The Choice Point System (15 Min)

Share and discuss the system  
Free's up stress from making mistakes  
How learning opportunities arise  
How to let go of self judgement, guilt for choices  
How self esteem impacts our decisions and leads to burnout

Negative Focus Exercise (15 Min)

Show how what you focus on get's bigger  
Give participants a visceral experience so they can identify it later  
Focus and list all things wrong

Encourage for them to notice what changes in them and others  
Without laughter  
Participants bring to back of room to share  
Again, noticing what happens, sharing as feel free to re: what they notice

Positive Focus Exercise (10 min)  
List what IS working  
Notice the similarities in the process  
What is different?  
How they choose what to focus on  
How trying to do TOO much, take on the world's problems, leads to burnout

Insight/ Discussion (10 min)  
How to allow themselves know what they do is more than enough.  
Tie self esteem into burnout and overdoing.  
Time for reflection / writing insights in handout

Change Sheet (10 Min)  
A customized tool that allows participants to uncover hidden reasons they don't take care of themselves, provides them with ways to be compassionate with themselves while creating and installing an effective plan to improve their own self care.

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## **5. Equipment**

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Submitter Name: Paul Figueroa

Email: [Paul@PeaceEnforcement.com](mailto:Paul@PeaceEnforcement.com)

Phone: 206-650-5364

Organization affiliation (if any): Peace Enforcement LLC

Address: PO Box 9832, Seattle WA 98109

---

### **2. Session information**

*Title of presentation (exactly as you would like it printed in conference program)*

Difficult Conversations

*Who is this session primarily designed for?*

Front line service providers

*Who else would benefit from this session?*

- ☐ Individuals experiencing homelessness
- ☐ Front line service providers
- ☒ Homelessness program managers
- ☒ Housing providers/developers
- ☒ Executive directors
- ☒ Members of faith communities
- ☒ Nonprofit board members
- ☒ Students
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- ☒ Government employees
- ☐ Other Please describe

*Length*

- ☐ 75 minutes  
☒ 90 minutes  
☐ Either

*Format*

- ☐ Panel  
☒ Single presenter

*Focus area*

- ☒ Housing Development & Management  
☐ Research & Data  
☐ Communications  
☒ Effective Service Strategies  
☒ Recovery and Consumer Choice  
☒ Integrated Healthcare  
☒ Families and Youth  
☐ Funding Solutions  
☐ Advocacy and Policy  
☐ Forging New Partnerships  
☐ Serving Special Populations  
☐ Other creative & unique approaches to ending homelessness  
☒ Other Anyone working in the industry.

- ☐ Moderated debate  
☒ Interactive/hands on  
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**3. Presenter details**

*Lead presenter:*

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Phone: 206-650-5364

Email: Paul@PeaceEnforcement.com

Address: PO Box 9832, Seattle WA 98109

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*Additional presenter 1:*

Organizational affiliation (if any): organization

Phone: phone

Email: email

Address: address

Bio: 500 character limit

#### **4. Session description**

*Session mission statement (Upon completion of the session what should participants have learned/gained?)*

Help people be more assertive in their communication while still being compassionate

Provide tools to increase their confidence in having difficult conversations

Give them actual experience in doing so and overcoming personal obstacles

*Concise description of session (exactly as you would like it to appear in the program)*

Are you or your staff avoiding Difficult Conversations that need to take place? Are they letting things build up until things boil over and make a mess? Learn tools to help make conversations easier and develop new skills and strategies to say what needs to be said in a way that is more receptive.

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Introduction (10 Min)

Lays the foundation of what I can speak to

Helps the group be more comfortable with me

They see how I might help them.

How can I help you? (5 min)

Ask group for things they'd like help with during the time

The Choice Point System (15 Min)

Share and discuss the system

Free's up stress from making mistakes

How learning opportunities arise

How to let go of self judgement, guilt for choices

How self esteem impacts our decisions

Discuss common challenges (10 Min)

What it is

The Benefits

Share personal common challenges / provide remedies (10 min)

Share conflict map illustration ( 15 min)

Discuss what conflict is

How to stay separate from fear and harmful emotions for the conversation

## Tools that work

Diad's with own created difficult conversations (15 min)

Using tools they learn, practice in safety

Debrief and share

Change Sheet (10 Min)

A customized tool that allows participants to uncover hidden reasons they don't take care of themselves, provides them with ways to be compassionate with themselves while creating and installing an effective plan to improve their own self care.

\*\*\* If I am able to use a shorter time slot if need be, whichever fits best for your event.

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## 5. Equipment

*Please describe audio/visual equipment you require (laptop, microphone, projector)*

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### **1. Contact information**

Submitter Name: Paul Figueroa

Email: [Paul@PeaceEnforcement.com](mailto:Paul@PeaceEnforcement.com)

Phone: 206-650-5364

Organization affiliation (if any): Peace Enforcement LLC

Address: PO Box 9832, Seattle WA 98109

---

### **2. Session information**

*Title of presentation (exactly as you would like it printed in conference program)*

Emotional Intelligence

*Who is this session primarily designed for?*

Front line service providers

*Who else would benefit from this session?*

- ☒ Individuals experiencing homelessness
- ☐ Front line service providers
- ☒ Homelessness program managers
- ☒ Housing providers/developers
- ☒ Executive directors
- ☒ Members of faith communities
- ☒ Nonprofit board members
- ☒ Students
- ☒ General public/advocates
- ☒ Government employees
- ☐ Other Please describe

*Length*

- ☐ 75 minutes  
☐ 90 minutes  
☒ Either

*Format*

- ☐ Panel  
☒ Single presenter

*Focus area*

- ☒ Housing Development & Management  
☐ Research & Data  
☐ Communications  
☒ Effective Service Strategies  
☒ Recovery and Consumer Choice  
☒ Integrated Healthcare  
☒ Families and Youth  
☐ Funding Solutions  
☐ Advocacy and Policy  
☐ Forging New Partnerships  
☐ Serving Special Populations  
☐ Other creative & unique approaches to ending homelessness  
☒ Other Anyone working in the industry.

☐ Moderated debate  
☒ Interactive/hands on  
☒ Other Presentations are very inclusive and interactive. I don't use power point as the training is fairly fluid. I use humor, exercises, audience members for illustrations and open discussion to increase their learning.

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**3. Presenter details**

*Lead presenter:*

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Phone: 206-650-5364

Email: Paul@PeaceEnforcement.com

Address: PO Box 9832, Seattle WA 98109

Bio: A 12-year veteran of law enforcement, Paul spent much of his career working with street gangs. Drawing on this experience, Paul re-channeled his efforts. For the last 14 years has been working to positively impact the lives of people. He's provided workshops and keynotes at numerous conferences, locally and nationally and led groups for parents and children at Low Income Housing. He has shared his bullying and gossiping prevention expertise on Radio Disney and has appeared on the Today Show.

*Additional presenter 1:*

Organizational affiliation (if any): organization

Phone: phone

Email: email

Address: address

Bio: 500 character limit

#### **4. Session description**

*Session mission statement (Upon completion of the session what should participants have learned/gained?)*

More aware of their emotions and the impact they make in relationships at work

Ways to monitor their emotions and stay clear

How to not let little problems bother them

How emotions are indicators of what they are thinking about

How to change their feelings, create optimism and redirect their thinking

How to improve their work environment

*Concise description of session (exactly as you would like it to appear in the program)*

Learn how to develop self awareness and use this to

build and maintain effective relationships. You'll discover how to not get so

caught up in misunderstandings, how to rethink assumptions and

understand different perspectives. You will be able to enhance

relationships, create a positive influence in your workplace and create the results you want.

*Session outline. Please include the length and focus of each section of the session and a timeslot for questions and answers or discussion.*

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The workshop is highly interactive, inclusive and engaging. Questions and answers occur throughout the workshop.

Introduction (10 Min)

Lays the foundation of what I can speak to

Helps the group be more comfortable with me

They see how I might help them.

How can I help you? (5 min)

Ask group for things they'd like help with during the time

The Choice Point System (15 Min)

Share and discuss the system

Free's up stress from making mistakes

How learning opportunities arise

How to let go of self judgement, guilt for choices

How self esteem impacts our decisions

Overview of Emotional Intelligence (5 Min)

What it is

The Benefits

Discuss the five competencies(20 min)

Self Awareness

Self Regulation

Self Motivation

Empathy

Building Effective Relationship

Car Illustration (10 Min)

Visual device to send home message of feelings and how they can work for or against you

Change Sheet (10 Min)

A customized tool that allows participants to uncover hidden reasons they don't take care of themselves, provides them with ways to be compassionate with themselves while creating and installing an effective plan to improve their own self care.

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### **2. Session information**

*Title of presentation (exactly as you would like it printed in conference program)*  
Seven Steps to Phenomenal Management

*Who is this session primarily designed for?*  
Homelessness program managers

*Who else would benefit from this session?*

- ☐ Individuals experiencing homelessness
- ☐ Front line service providers
- ☒ Homelessness program managers
- ☒ Housing providers/developers
- ☒ Executive directors
- ☒ Members of faith communities
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- ☒ General public/advocates
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- ☒ Other Anyone in a management / Leadership position

*Length*

- ☐ 75 minutes  
☒ 90 minutes  
☐ Either

*Format*

- ☐ Panel  
☒ Single presenter

*Focus area*

- ☒ Housing Development & Management  
☐ Research & Data  
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☐ Recovery and Consumer Choice  
☐ Integrated Healthcare  
☒ Families and Youth  
☐ Funding Solutions  
☐ Advocacy and Policy  
☐ Forging New Partnerships  
☐ Serving Special Populations  
☐ Other creative & unique approaches to ending homelessness  
☒ Other Anyone working in the industry as a manager.

☐ Moderated debate  
☒ Interactive/hands on  
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#### **4. Session description**

*Session mission statement (Upon completion of the session what should participants have learned/gained?)*

Be aware of the perils of micro managing  
Why fear based managing creates problems  
The importance of trust in management  
How to not over manage others  
Steps to improve their management skills

*Concise description of session (exactly as you would like it to appear in the program)*

Seven Steps to Phenomenal Management

Improve your organization and the way you manage. This training goes beyond mere technical skills. Paul teaches you how to use the power of communication to Engage, Motivate and Inspire. "Seven Steps" is a must for any manager or CEO wanting to create and / or sustain a thriving organization

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Introduction / How can I help you (10 Min)

Lays the foundation of what I can speak to  
Helps the group be more comfortable with me  
They see how I might help them.  
How can I help you?  
Ask group for things they'd like help with during the time

Overview the Seven Steps (5 Min)

Briefly touch on all seven  
1 Make sure your mission aligns with your goal  
2 Know who you are, and are not  
3 Know your staff  
4 Confront problems  
5 Educate yourself and your staff  
6 Improve your communication  
7 Keep your staff focused on the goal

1 Make sure your mission aligns with goal (10 Min)

List / Discuss importance  
Give examples  
Personal time for reflection and changes

2 Know who you are and are not (10 min)  
Discuss interviews I had with CEO's  
Share their insights  
Discuss how doing what you can't backfires

3. Know your staff (10 Min)  
Discuss ways to motivate staff  
Approaches that support each  
Importance of structure and freedom

4 Confront problems (10 min)  
  
Discuss what happens when you don't  
The elephant in the room  
Gossip

5 Educate yourself and staff (10 min)  
Character cannot be taught, skills can  
Big picture thinking

6 Improve Communication (10 min)  
Undoing common challenges  
Positive communication skills

7 Keep your staff focused on goal (10 Min)  
True leaders and managers focus here  
The importance of this strategy  
Tools to help you and them stay focused

Change Sheet (10 Min)  
A customized tool that allows participants to uncover hidden reasons they don't take care of themselves, provides them with ways to be compassionate with themselves while creating and installing an effective plan to improve their own self care.

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## **5. Equipment**

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