



Central Texas African American Family Support Conference Planning Committee Meeting Minutes

Date: Wednesday, July 22, 2020

Time: 11:30am -1pm Via Zoom

Location: Integral Care / 1430 Collier Street, Austin, TX 78704

Attendees: Lady Jane Acquah, Naijean Bernard, Stephany Bryan, Shannon Carr, Vicky Coffee, Ashley Glover, Kacey Hanson, Sonia Hartman, Emmitt Hayes, Kimberly Holiday, Sonya Hosey, Jacqueline Miller, Elliott Niblack, Debra Price, Lisa Quinn, Shechem Sauls, Kye Tavernier, Leonor Vargas, Nell Watts, Willie Williams, Fabian Woods

1. **Welcome and Introductions:** Members greeted each other and Shannon Carr opened the meeting.

2. **Review of June Planning Committee Meeting Minutes:** This item was not discussed.

3. **Report from Subcommittees:**

Program Committee: Sonya Hosey said the committee reviewed information from the recent NAMI National and 2020 Points of Light virtual conferences, which would be similar in scope to CTAAFSC in terms of tracks, keynote speakers, networking, exhibitors, breakout sessions, etc. [Vicky Coffee will contact NAMI National regarding name of production company.](#) Committee discussed needs of attendees including equipment and Wi-Fi access. [Keynote speaker suggestions are requested by July 31.](#) The July Together We Will Heal forum was a big success with 74 participants. Future forum speakers have been confirmed through January; moderators still needed for October – January.

Outreach Committee: Kimberly Holiday reported the Outreach Committee will work with all the other sub-committees to help promote the conference. It was suggested to have a disclaimer at the beginning of the forums indicating topics may be triggering for some attendees and to have a list of resources at the end. Future forums will also be streamed to Facebook. [Leonor Vargas will determine if the conference can be streamed to AISD TV and will contact Lady Jane for additional information.](#)

Fundraising & Sustainability: Emmitt Hayes reported the committee is working on fundraising aspects and discussed having a virtual pre-conference reception. Additional Integral Care budget information will be used to determine expenditures. Churches may be possible sources of forum sponsor assistance. [Leonor Vargas stated AISD will pay for the Spanish and ASL interpreters for the conference. AISD may also be a possible sponsor of the August forum if information about completing the census can also be shared.](#)

Awards & Scholarships: Vicky Coffee reported the committee discussed how to get people to nominate for the awards and scholarships plus brainstormed on promoting the information. Presenting the awards will be done virtually and shown at the conference at various intervals (Committee will partner with the Program committee to determine appropriate times). Editing of

website information is still ongoing. Sponsors of lodging scholarships will be contacted to see if they would like to transfer the funds to another area.

Logistics: Lady Jane Acquah reported that she and Jodie Eldridge are researching virtual conference platforms. Additional ideas included having the conference streamed to television and having a call-in number. Ways to engage with virtual vendors are being researched. Conference dates will be February 2-6, 2020.

- 4. Other Business:** It was suggested that local African American food businesses partner with the conference so participants could virtually eat together (participants would be responsible for funding their own meals). [Members were reminded to network and promote the conference.](#) [Integral Care will determine a list of areas which could be sponsored by outside entities.](#)

Action Items

- [Vicky Coffee will contact NAMI National regarding name of producing company.](#)
- [Keynote speaker suggestions are requested by July 31.](#)
- [Leonar Vargas will determine if the conference can be streamed to AISD TV and will contact Lady Jane for additional information.](#)
- [Leonor Vargas stated AISD will pay for the Spanish and ASL interpreters for the conference.](#)
- [AISD may also be a possible sponsor of the August forum if information about completing the census can also be shared.](#)
- [Members were reminded to network and promote the conference.](#)
- [Integral Care will determine a list of areas which could be sponsored by outside entities.](#)