



Program Committee Meeting Minutes

Date: Tuesday, September 8, 2020

Time: 10:30am – 12pm

Via Zoom

Attendees: Lady Jane Acquah, Naijean Bernard, Vicky Coffee, Jodie Eldridge, Sonya Hosey, Carl Hunter, Elliott Niblack, Lisa Quinn, Shechem Sauls and Willie Williams

1. **Welcome and Introductions:** Members greeted each other and participated in a moment of silence for COVID victims.
2. **Updates:**
 - a) **#TogetherWeWillHeal Forum:** Over 70 people participated in the August forum on loneliness. The September forum will be led by kYmberly Keeton of the Austin History Center and moderated by Kimberly Holiday. Topic will be *Health Literacy and its Association with COVID-19*. There will be a raffle for a gift card at the end of the forum. Information about the forums and conference will be shared through radio and Google ads after the contracts with keynote speakers are signed.
 - b) **Workshop and poster proposals:** Members decided to extend the submission date for proposals until the end of September. To date there are seven workshop and three poster submissions. Previous presenters with favorable evaluations will be contacted to see if they'd like to participate again. Additional sources for potential workshops submissions include targeting college students and expanding reach beyond central Texas. Conference sessions will be pre-recorded and then have a live Question & Answer session at the end. Integral Care will provide a training on Whova plus tips on lighting and backgrounds for a professional looking workshop.
3. **Draft program for 2021:** Members discussed the program and brainstormed ideas for timing, order, presenters, etc.
4. **Other Business:** Members decided to meet twice a month while the planning was ongoing.