



## Planning Committee Meeting Minutes

**Date:** October 28, 2020

**Time:** 11:30am -1pm

**Via Zoom**

**Attendees:** Lady Jane Acquah, Stephany Bryan, Shannon Carr, Vicky Coffee, Mallinee Diggs, Jodie Eldridge, Kacey Hanson, Emmitt Hayes, Sonya Hosey, Carl Hunter, Jacqueline Miller, Elliott Niblack, Lisa Quinn, Kye Tavernier, Nell Watts, Willie Williams, Fabian Wood

- 1. Welcome and Introductions:** Members greeted one another.
- 2. Review of last Planning Committee meeting minutes:** Members reviewed the September minutes.

**3. Report from Sub-committees:**

**Program Committee:** Sonya Hosey reported the committee met twice to review proposals and identify presenters. Tracks for substance use disorder, mental health, community & faith plus children and family have been identified. A presentation on Intellectual and Developmental Disabilities is still needed. Local elected officials are being contacted for video testimonials and entertainment is being identified.

**Outreach Committee:** Kimberly Holiday reported the committee is continuing marketing endeavors and looking for forum sponsors.

**Fundraising & Sustainability:** Emmitt Hayes reported fundraising goals have been adjusted due to the pandemic. Civic groups are being contacted for support and participation. Additional support is needed for help with calling potential sponsors. The pre-conference event planning is in progress. A boiler plate letter and elevator speech will be shared to help with contacting people.

**Awards & Scholarships:** Vicky Coffee reported the committee is working on disseminating information about the awards and scholarships. Members were asked to share the information on social media as additional nominees are needed. In the near future, the Hogg Foundation will announce grant opportunities for non-profits.

**Logistics:** Lady Jane Acquah reported the workshops and opening ceremonies will be pre-recorded on Whova. Speaker contracts have been signed and their presentations will be live. Volunteers for various roles will be needed. Lady Jane will send out a list of needed areas.

- 4. Other Business:** Jacqueline Miller provided information on a recent forum at which she presented. The November #TogetherWeWillHeal forum will be streamed live on AISD-TV. A new presenter is being sought as the original person had to cancel.