

2024 Conference Committee Meeting
June 28, 2024, 08:00 am - 9:00 am Mountain Time

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|--|--|---|
| <input checked="" type="checkbox"/> David Allen | <input checked="" type="checkbox"/> Allison Day | <input checked="" type="checkbox"/> Amy Peterson |
| <input checked="" type="checkbox"/> Jules Alvarado | <input type="checkbox"/> Joseph Kleman | <input type="checkbox"/> Randall Radetsky |
| <input checked="" type="checkbox"/> Darlene Brace-Torres | <input type="checkbox"/> Terry Levy | <input checked="" type="checkbox"/> Samantha Radetsky |
| <input checked="" type="checkbox"/> Kimberly Bryant | <input type="checkbox"/> Mansi Lakhyani | <input type="checkbox"/> Shelli Rose |
| <input checked="" type="checkbox"/> Sharon Cacciato | <input checked="" type="checkbox"/> Chris Markov | <input type="checkbox"/> Sam Stephenson |
| <input type="checkbox"/> Noemi Contreras | <input checked="" type="checkbox"/> Syd Martin | <input type="checkbox"/> Warrick Stewart |
| <input checked="" type="checkbox"/> Erin Coughlin | <input checked="" type="checkbox"/> Mary McGowan | <input type="checkbox"/> Meg Taylor |
| <input type="checkbox"/> Jill Crewes | <input checked="" type="checkbox"/> Stacey Notch | <input type="checkbox"/> Alex Wolff |

Updates

- Registered to Date – 142 (update before sending)
 - Registration is still low. Behind from last year in comparison.
- Sleeping Rooms 58% (update before sending)
 - Need 80% to meet attrition
 - Chris reported that they have about 4 more that need to register
 - David will check on Centene registrations
- Exhibit tables left – 1
 - Allison talked about potential exhibitor – Judy’s House
- Reception- multiple leads have fallen through for comedy, still looking for ideas
 - Amy looked at local comedians, but we are not able to find a suitable solution
 - Need some other ideas – background music, games, DJ, etc.
 - Leads on Improv groups could be checked out.
 - Allison will reach out to family members in Denver area for ideas
 - \$500 stipend available to give to performer
 - David will check on comedian in Denver who was a teach – Lou Pharis: <https://www.loupharis.com>
- Cvent conference app- Stacey
 - Schedules, workshops, exhibitor portal all available in the app
 - Will work to get a demo ready for August committee meeting
- Mary talked about going to FFTA conference in July and we will be re-looking at the space at our conference hotel.
- OmniCube people will be able to attend – waiting for final confirmation.

Sub-Committee Updates

Sub-Committee Name	Members
Parent & Caregiver	Jill Crewes, Erin Coughlin, Darlene Brace, Kimberly Bryant
Networking Opportunities	Sharon Cacciato, Darlene Brace

Welcome Reception	Amy Peterson, Dr. Warrick Stewart, Chris Markov
Playroom	Amy Peterson, Allison Day, Jill Crewes, Mansi V. Lakhyani, Shelli Rose

Silent Auction items

- Please fill out your form and submit it, so we can move to the next step.
- Received 6 items.
- Mary is encouraging others to bring in more items
- Deadline is end of August 23 for Silent Auction
- Amy brought up Meow Wolf and will check out this venue for offering something for this. Erin has sent out donation inquiries to Meow Wolf and Museum of Illusions.
- Erin has reached out to several local businesses/entertainment spaces.
- Allison suggested Denver botanic gardens as an option

Other Action Items

- Our parent event sponsor Sara Cole has agreed to use some of the money for more scholarships. Spread the word!
- Does anyone local have games like Jenga, connect 4 for parent room and parent night?
 - Mary is checking with hotel to see if they have anything
 - Syd, Darlene, and Sharon can bring games
 - Amy has volunteered to keep track of everything that people are bringing in
- Sharon is good to go with printer; she is all set on ink, so no need for ATTACH to provide
- Spreading the word – Mary is asking people to continue to spread the word
 - Chris M. shared that communications are being sent out to providers in DEN and broader area, as well as on newsletter to help create more awareness. The listserv will reach 400K + 66k people.
 - Mary is contacting Kempe Center with flyers and will request them to spread the word on Anschutz Campus
 - Syd will send to rehab director at Children's and will ask them to plug it every couple of weeks.
 - Dar will send to community health centers across Colorado
 - Stacey to send flyers out to group
- Lt Governor will do welcome at beginning of conference
- Press Release – work with Erin on this. Erin will send it to a friend who was formerly media and another who is current tv-news in Denver.
- Mary asked if anyone has connections with local media – none came forward
- Playroom – Amy is waiting to hear about the space / space share.
- August Meeting – currently scheduled for August 30th. Reschedule to August 23rd instead.
- Awards – Kempe Center has been notified and will be received on Friday at lunch; Jules Alvarado receiving award on Thursday evening at reception; Board Member (Maude Le Roux) will receive award on Thursday morning for service to the board.
- Conference will be flipped to spring in 2025. RFP is open for proposals now. Stacey will send RFP link to group. Dates are April 3 – 5, 2025.

- Parent & Caregiver Night – looking for something from Sponsors / Exhibitors to give away to parents/caregivers. Can include swag that isn't available on exhibitor tables. David has donated chair massage for this.

Action Items

Action	Responsible	Status
Look into info from Child & Youth Mental Health Treatment Act	Samantha R.	Samantha met with VHA who runs CYMHTA; they are interested in continuing the conversation. They need to look at next year's budget (FY starts in July) A follow-up meeting is scheduled, and another update should be available by next Conf Committee meeting.
Find connections with local TV for conference promotion	Erin C., Jill C.	Journalists will be sending a list of contacts for people in TV. Photographer has volunteered for the conference. Working on getting a volunteer videographer. Press release which should include the Lt. Governor giving opening remarks.
Military Base Contact	Randall	Wasn't able to make connections
Obtain a 360 video of café	Stacey	
Play Room	Amy P.	COMPLETE Activities with descriptions that show what principles are at play with the activity. They can know the science if want but not required. Looking at having balance boards and mini trampolines.
Social media	Amy S.	Social media guide provided.
One-Pager with medical track workshop info	Amy S.	COMPLETE
Reach out to contacts on Child Welfare	Jill C.	COMPLETE Jill talked to a few nonprofit orgs to see if anyone was interested in getting on the conference committee. Ad info, scholarship info was sent to an org that does a lot of work with foster families and they agreed to share with their network.
Connect on Rocky Mountain Health Plan for involvement	Chris M.	COMPLETE Chris and Tracy will be meeting with Meg on Feb 29 th
Need Photographer	All	COMPLETE Asking committee to check with resources for a volunteer photographer for the conference.
Volunteers to set up		COMPLETE Amy P., David, Darlene, Sharon, and Amy Winn have agreed to help with set up.