2021 Public Health Partnership Conference

planning meeting

Attending: Erin, Crissy, Vierne, Elizabeth Connolly, Justine, Patterson, Jennifer Boyle, Donna, Eric

* Conference platform/venue update
	+ Westchester Renaissance has been closed since March. Expects to open in 2021 but we will not be able to host a 350 person meeting there and need to renegotiate the contract. Right now, plan to have respective boards of directors and staff in attendance and all speakers and attendees on the event virtually. Will use Whoova as the conference platform.
* Update on partners
	+ NYSPHA, NYSACHO, CEHD will continue to be hosting partners. NYSARH approached us to see about joining our partnership. Will be deciding with their board this month.
* 2021 conference agenda
	+ Schedule
		- Reviewed schedule on the call. Justine and Erin to reach out to speakers from 2020 to confirm 2021. Some will be moved to 2022 (i.e. Canadian speaker(s)) and some topics changed (i.e. emerging issues) but overall may be able to keep most in place. NYSACHO to reach out to NEHA president and Dr. Zucker about keynote address.
	+ Sponsors/registrants
		- Have about 70 still registered from 2020. Subcommittee will work on sponsors for event, lunch, networking, etc.
	+ Cost
		- Discussed if price should stay same (our price is already fairly low). Erin attending a workshop in December that includes a session on how to price your virtual event. Will bring back information. Registration won’t open until January.
	+ Speakers
		- Added emerging issues topic on COVID and waste water testing- NYSACHO to seek speakers
		- Possible other topics:
			* Cancer rates increasing and lead cases due to screenings being missed (COVID)?
			* Plenary- COVID response? Partners who have been involved in the community?
			* OMH speaker
	+ Posters
		- Vierne shared these suggestions from other events that worked well:
			* Poster room and presenters upload as a PDF file with a 3 minute video. Or could do a narration over the PDF file. Chat room to send a message to the speaker (poster presenters should be available then).
			* During breaks, slideshow of the poster PDFs.
			* Students were able to present the full poster morning plenary session.
* Subcommittee assignments

Subcommittees

**Awards**

Convene in February…..committee to determine award categories, review nominations and vote to select award winners.

Members: Jenn Boyle,

**Speakers**

**C**onvene in November…..committee to review abstracts, seek speakers.

Members: Donna

**Student Posters**

**C**onvene in March…..committee to review submissions and vote to select presenters.

Members: Liz Connolly, Vierne,

**Logistics**

**C**onvened in September…..committee to work on everything from agenda to food to networking events. Will likely break into smaller groups.

Members: Erin (co-chair), Sarah (co-chair), Crissy, Patterson, Jenn, Donna

NEED: Volunteer coordinator, Networking event coordinator,

**Sponsorship**

**C**onvene in November…..committee to seek sponsors and exhibitors for event, reach out to companies for donations (attendee “goodie bags” and raffle prizes)

Members: Jenn, Missy,

**Marketing**

**C**onvene in January…..committee to promote event.

Members: xxxx (chair), Erin, Missy,