



SCAAIDD Conference Committee  
April 29, 2021  
Minutes

The Conference Committee met on Friday, April 29th at 10:14 a.m. at Babcock Center and the following people were present: Jay Altman, Thoyd Warren, Julia Barfield, Teresa Satterfield, Zenobia Corley, Shontenna Jett, Kenneth James and Nikki Bramlett.

Thoyd Warren welcomed everyone and called the meeting to order. He led the Conference Committee meeting in Shannon Wood's absence.

The minutes for the March 26, 2021 were provided to committee members. Jay Altman made a motion to accept the minutes. Teresa Satterfield seconded the motion. The motion carried.

**A. Conference Planning**

1. Budget: The conference is set in regards to the Crown Reef. Still need to get menu information to determine the cost of food this year.
2. Registration: Nikki Bramlett and Crystal Wright will handle registration. Registration information for the Crown Reef has been received and distributed.
3. Opening Ceremony: Patrick Lane is interested in presenting the Opening Keynote and doing a concurrent session. The agreement for last year included travel, lodging and meals. In lieu of a speaker HRS would like to have an exhibit booth. This will be confirmed for this year.
4. Closing: The committee discussed possible closing speakers. Jeff Flanders was mentioned. There was a speaker in the Conway/Georgetown area that was good. Thoyd Warren will contact Susan John to see if this person can be identified.
5. Presenters/Speakers: All committee members will provide suggestions for presenters and speakers. The following were topics identified to follow up on: the perspective of a family member who also works in the field, a best practices panel concerning COVID, Mental Health issues (Wynn Godbold was a suggested speaker for this topic. Thoyd Warren will contact her), Exercise/Workout ideas to relieve stress, a session dedicated to Direct Support Professionals, Therap use (both IT and content). Thoyd Warren will see that a request for proposals is sent out. Nikki Bramlett will bring the concurrent grid to the next meeting. Case Management was discussed. With Case Management being fee for service there would most probably need to be an entire track to make it feasible for Case Management participation in the conference. Thoyd Warren will have the Case Management group with the Human Service Providers weigh in about interest in a Case Management track.
6. Sponsors/Exhibitors: Jay Altman informed the committee that currently there are 8 confirmed sponsors/exhibitors. Another three to four have responded as possibly participating. Butler Human Services Furniture and Pharmacy Alternatives will sponsor the coffee again this year. Jay Altman asked who to contact from DDSN in regards to their sponsorship. Kenneth James stated he should contact Pat Maley about the sponsorship.
7. Annual Business Meeting: Debbie Walsh will head this up. There is nothing new to report at this time.
8. Awards: This will fall under Debbie Walsh as well. There is nothing new to report at this time.
9. Door Prizes- Shontenna Jett and Kenneth James will be responsible for Door Prizes. Jay Altman will reach out to sponsors/exhibitors in regards to door prizes as well.

10. Evaluations/Room Monitors: Teresa Satterfield and Julia Barfield will handle Evaluations and Room Monitors. There is nothing new to report at this time.
11. Hospitality: Debbie Walsh will be in charge of Hospitality. There was a discussion about shortening the length of the reception.
12. Pictures: Shawn Keith has the camera. Thoyd Warren will get it back. The committee decided to once again use the photo both at the conference.
13. CEU's: Crystal Wright will continue to take care of CEUs.
14. Gift Bags: Lois Park Mole has said there are some bags in storage at Midlands Center. Thoyd Warren stated we need to see how many bags are there. Once the number of bags is established, Jay Altman will contact Colonial if more are needed. Zenobia Corley will look for ideas for items to include in the bags.

### **B. Conference Theme**

Since the theme selected for last year was not used, it will be the theme for this year. The theme is: People. Purpose. Passion

### **C. Conference Dates**

The conference will be held October 27- 29 2021

### **D. Crown Reef Status**

The arrangements with the Crown Reef have been finalized. The need for menus was reiterated. This will be used to evaluate the registration fee.

### **Old Business**

There was no old business to come before the committee at this time.

### **New Business**

There was no new business to come before the committee at this time.

### **Adjourn**

With no further business to come before the committee the meeting adjourned at 11:25 a. m.

Date of Next Meeting: The next meeting date will be May 19, 2021 at Babcock Center.

Respectfully Submitted By:

Nikki Bramlett, Secretary