Report Submission Confirmation

NYS ENA Committee Name: Conference Committee
National Committee / Other:
Date: 10/13/26

Committee News:
see attached

Attendance:
Mickey Forness, Eileen Breckenridge, Carolyn Dixon, Mel Wilson, Kathy Conboy, Mary Harwood, Marina Grennan, Jamla Rizek, Sue Kowlosky, Maryanne Portaro, Lisa Kelly, Sue Breese

Submitted By: cdixon
Your Email: cdixon3@northwell.edu

File - Attachment: Conference Meeting October 12.docx

Conference Meeting October 12, 2026

2nd Monday of the month @ 7pm

Attendees: Dixon, Mel Wilson, Kathy Conboy, Jamla Rizek, Sue Breese, Eileen Breckenridge, Maryanne Portaro, Mickey Forness, Marina Grennan, Sue Kowlosky, Mary Harwood, Lisa Kelly

Excused- Vepuka Kuarari , Linda Yonkin, Dawn McMullen

Chair-Dixon, Conference co-chair-Marina Grennan

Communication

• What's ap-will use-Sue Breese to change name to 2027 or create new

• Group email-Carolyn to follow up with Grey Goose -done

Hotel

• Contract signed

• Room rates

• Menu

• Set up

• Staff

State Meeting

• Date/time-Friday 0830am-10am

• Stryker speaker brunch 10am-11am -Portaro to follow up

Awards Dinner

• Thurs

• Time 6pm- 8pm -Vepuka email stated one hour? Also check with Johnathan

• Theme? Roaring 20's

• Menu-sit down ???

• Honor guard-yes ??

• Opening speaker?

• Hall of honor poster

Speakers – Chair: Jamla Rizek

• Speaker contracts

• Call for speakers -out till 12/26

• Is the email accessible? speakerchair@nysena.org -yes

• Tracks?

• Room set-ups

Mercy Flight-Sue to follow up-Thursday April 22 -confirmed

POCUS-$$$-Confirmed for Thursday to consider a fee

Pre-conference-Jamla

• Tuesday-EMS? -training/Eileen?

• Weds pre-conference disaster/Forensics-Jamla

• Offsite versus onsite?

o Transport concerns-shuttle

• Budget

CNE - Chair Linda Yonkin

• CNE's submission by February 1, 2027

• COI, bio, ref, contract, objectives, slides

• Is the email accessible? cnechair@nysena.org

Exhibitors- Chair Maryanne Portoro, Co-Chair/Zach?

• Stryker sponsor –confirmed

• Stryker sponsor brunch / with educational speaker-MAP to confirm

• Stryker trailer-MAP awaiting response ***ASAP*****

• Baxter-sponsor-MAP to confirm

• Canopy-MAP to confirm

• BINGO cards

• Banners with sponsor's name-pending confirmation-editable

• Exhibitors-Weds 5pm-7pm….Thurs all day-Prospectus out/registration open

Posters – Chair Mary Harwood, Co-Chair Marina Grennan

• National scoring rubric -follow up w/ Fran Jodeka-cdixon

• Judging-national rubric

• Virtual or in person? Consider space constraints-record versus in-person

• Call for posters timeline? Mid-November…Due April 1st -Eileen to assist with call for posters

****Be sure to obtain demographics of submissions

• Access to email? posterchair@nysena.org -not working?

Raffle - Chair Mickey Forness, Co-Chair Lisa Kelly

• Solicit donations Dec/Jan -Jamla purses, Dixon-pots/pans, MAP-NYSENA Jacket

• Photos via constant contact

• 2 lilac bushes to raffle ***

• Extra / more tables for raffle items

• Offer Zelle/Venmo option

• Is email accessible? Fundraising@NYSENA

Party- Chair Dawn MacMullen, Co-Chair Sue Kossowsky

• Theme-Roaring 20's

• To follow awards dinner??

• Decide on time ???

• Food/Drink?

• Entertainment? Goose vs spotify???

• Décor?

• Is email accessible? partychair@nysena.org

Educational Incentive Program

• Raffle 5 ENA memberships @conference-pending registrant number

•

Registration

• Grey Goose Graphics overall conference personal for conference / speaker support

• Greeting of attendees and registration – Kathy Conboy/Ann and company

• Colored Lanyards

• QR app

• April 1st, **absolute deadline/Feb 1st speaker items**

Gala-posterboard/itinerary-Vep

Other/Follow up:

Verify vendors and times-MAP-do the 2027 prospectus

Sue B-Mercyflight/POCUS -done

Carolyn-follow up emails, minutes w/Grey Goose

M. Portaro-stryker/baxter sponsorship, stryker trailer-brunch

Determine time for posters to be presented????