

Stamford Patriotic and Special Events Commission

**** Regular Meeting – After Action Review (AAR) ****

Wednesday June 5, 2024 at 3:00 PM

*** Updated meeting time & link ***

Join Zoom Meeting: <https://us02web.zoom.us/j/89752468449>

Meeting ID: 897 5246 8449

One tap mobile:

+13126266799,,89752468449# US (Chicago)

+16465588656,,89752468449# US (New York)

P&SEC Members: Hubert Delany, Joseph Gonzalez, Connie DeGruttola, Sulabh Mehta

Special Guests: Matt Quiñones, Mayor Simmons

Parade Partner Organizations: Stamford Veterans Resource Center, Stamford Veterans Park Partnership, Stamford Veterans' Council, VFW Springdale Post #9617

Agenda

- 1) Call to Order
 - a) Selection of officers (chair, vice chair)
- 2) 2024 Meeting Calendar
 - a) Review posted [calendar](#)
 - b) Proposed changes (if applicable)
- 3) AAR - 2024 Memorial Day Parade & Ceremony
 - a) Parade Planning
 - i) Parade date (May 19th, rain date June 2nd)
 - ii) Schedule of meetings
 - iii) Troop request
 - iv) Parade permit application
 - v) Jotform (participant registration)
 - vi) Grand marshal/keynote speaker
 - vii) Marketing
 - viii) Purchases/Payments
 - b) Parade
 - i) Contacting participants
 - ii) Lineup
 - iii) Participant packet
 - iv) Flow of parade
 - v) CERT assistance
 - vi) Police assistance
 - vii) Stage/Announcer area
 - c) Ceremony
 - i) Chair layout in park
 - ii) Run of show
 - iii) Speakers
 - iv) Length of ceremony
 - v) Length of time between parade end and ceremony start
 - vi) Gifts for grand marshal
 - d) Miscellaneous Feedback
- 4) Reminder: any questions can be sent to StamfordPSEC@StamfordCT.gov
- 5) Veterans Day Parade (November 10th, rain date November 17th)
- 6) General discussion (non-agenda items)

Next regular meeting: Wednesday, August 7, 2024 at 2:00 PM