[IEEE R3] SoutheastCon 2023 Report - June 20, 2022

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Pat,

Below is the SoutheastCon 2023 Report to June 20, 2022 Region 3 ExCom.

<BEGIN>

The IEEE SoutheastCon 2023 local organizing committee has met two times since the last report.

On June 9, during the regularly schedule committee meeting, the local organizing committee met in person
and virtually. Seven members attended in person while five attended via video conference. In this meeting,
we finalized the agenda and desired outcomes out of the host site walkthrough on Friday, June 10, received an
update on the hardware competition as well as the software competition and got a readout of the contingency
plans for using the Orange County Convention Center as a separate venue.

As of the June 9 meeting, we have received feedback on the hardware competition rules, and our student
competition chair will compile that feedback to provide an updated release of rules on July 1. The team at
Valencia College is finishing the first two boards so that they be used to dry test the robot's movement. They
are on schedule to release arena and arena electronics specs by August 1.

The committee took an action item to update the proposed budget by the July R3 Conference Committee
meeting so that it can be approved at the July R3 ExCom. The committee also took an action to update the
sponsorship and vendors flyer based on pricing that comes back from the hotel on Internet and other quote
items.

The local organizing committee also received notification from the Orange County Convention Center that they
are sold out, so that contingency is no longer available.

On June 10, Charles Lord, Eric Ackerman, Raj Gurupur, Tommy Dillen, Matthew Ackerman, and I performed a
facility walkthrough meeting with Rafael Diaz, who is our Events Manager at the Hilton Orlando. We tasted
possible food options and decided to have a single meal option for all attendees instead of splitting the meal
options between students and non-students. This will raise the student programs registration fee by $20 to
$25 and prevents the optics of students being a second-class citizen. We looked at room locations and made
some decision on where we plan on putting registration, where we plan on having the MOVE truck, and
logistics for the welcome reception, awards banquet, and hardware competition.

There is a location inside the conference area that is an ideal location for the MOVE truck. This is located at
the bottom of the escalators between the R3/paper area and the banquet hall. We will need to work with the
county fire marshal to secure permission for bringing in MOVE truck inside the facility.

We are waiting for feedback from the hotel's digital signage and Internet partner on pricing for services. We
will need to follow-up with the hotel's power partner on power requirements at the facility. We had a good
conversation with the loss prevention and security department regarding the 24-hour nature of the hardware

competition and will work with them on additional security logistics (fire extinguishers, first aid kits, etc.)

Our next local organizing committee meeting will be on July 14, 2022, at 7 p.m. ET via Microsoft Teams.

Respectfully submitted,

Joe Juisai
General Conference Chair
IEEE SoutheastCon 2023

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