**Regional Committee Meeting**

**August 9, 2013**

**Minutes**

Present: via conference call Melissa Stokley, Pasquotank DSS Janie & Spence Tyrrell Co. Inner Banks Hotline and Elizabeth Piff with Room at the Inn in Dare County

Kelly Lacy Pastor Glad Tidings Church, Darlene Harrell Area Agency on Agency, Pat Youngblood Albemarle Hopeline, Yhokishia Rhem River City Community Development, Liz Reasoner Food Bank of the Albemarle, Rosalind Pugh Albemarle Commission, Sharlyn with ECBH

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| Kelly called the meeting to order at 9:32 a.m. Kelly opened the meeting by welcoming the attendees. |  |

Liz presented the minutes from the July meeting.  Pat made the motion to accept the minutes as presented. Motion seconded by Darlene. Motion passed by unanimous consent.

Kelly shared with the members present the ESG deadline. Kelly recommended that the Review Committee extend the submission window to 8/15/13 to ensure that any member interested in applying have sufficient time to complete the application. The Review Committee will meet on 8/16 at 3:00 p.m. to review any additional applications.

The completed grant application is due 8/21. The regional committee must compile the applications into one application for submission. Tim Gravgaard has already begun working on the grant application.

We need clarification about who the Sponsoring agency must be. Does the sponsor need to be a 501c3 organization. Kelly will follow up with Corey Root.

Kelly reported out to the members on the monthly steering conference call. Call focused on the importance of collecting data. In addition, the BOS shared that they only have 39 CHIN licenses which is far less than originally reported.

All agencies that intend on applying must go to the website and familiarize themselves with the forms and requirements.

Our next meeting will focus on developing a calendar of events for the RC.

No New Business

No Old business

Meeting Adjourned at 10:30 a.m.

Minutes respectfully submitted by Liz Reasoner.