



ERTD Grants Committee **Minutes**
Wednesday, October 4, 2023 at 9:30am
Zoom

[https://us02web.zoom.us/j/83460586879?pwd=Y1h2eURCcENTck9zQk1FcFovQ1NI
Zz09](https://us02web.zoom.us/j/83460586879?pwd=Y1h2eURCcENTck9zQk1FcFovQ1NIZz09)

Meeting ID: 834 6058 6879

Passcode: 568601

Special Meeting

Minutes

Attendees: Fran Kefalas, Tyra Penn-Gesek, Stephen Gencarella

Guests: Rachel Lenda

1. Call to Order
 - a. Fran Kefalas called the meeting to order at 9:35am.
2. Meeting Minutes Approval 8/9/2023
 - a. A motion was made to accept the meeting minutes, as presented. Tyra made the first motion and Stephen made the second motion. No abstentions or opposition - motion passed.
3. Review Suite of Documents on the Regional Marketing Partnership Program
 - a. The Committee went through and edited the following documents provided:
 - Appendix ABC
 - Final Report Template



- Scorecard Workbook Rubric - *partial review*

4. Next Steps for Regional Marketing Partnership Program FY24

- a. The Committee will reconvene for another meeting on Wednesday, October 11, 2023 at 9:30am to finish editing the suite of documents.

The following documents must be reviewed:

- Scorecard Workbook Rubric - *finish from 10/4/23*
- Eligibility Requirements
- Grant Contract
- Examples of the final report and application

5. Adjournment

- a. A motion was made at 10:37am to adjourn the meeting by Stephen Gencarella and Fran Kefalas made the second motion; meeting adjourned.