



ERTD Grants Committee

Wednesday, June 17, 2026 at 1:00pm

Zoom

<https://us02web.zoom.us/j/83460586879?pwd=Y1h2eURCcENTck9zQk1FcFovQ1NIZz09>

Meeting ID: 834 6058 6879

Passcode: 568601

Special Meeting

Meeting Minutes

Attendees: Nicole Cabrera, Fran Kefalas, Tyra Penn-Gesek

Guests: Andrea Manning

1. Call to Order
 - a. Nicole Cabrera called the meeting to order at 1:00pm
2. Meeting Minutes Approval 1/29/2026
 - a. Tyra Penn-Gesek made a motion to approve the January 29, 2026 meeting minutes, seconded by Fran Kefalas. All in favor; the motion passed.
3. Review of Regional Marketing Partnership Program Financial Reporting
 - a. The committee reviewed FY26 Regional Marketing Partnership Program financial reports and discussed outstanding documentation, reporting corrections, and clarification needed to verify eligible grant expenditures.
 - b. Members reaffirmed that grant funds must be used only for eligible expenses, while matching funds may be used for other project-related costs. Applicants will be required to revise reporting where necessary to clearly document the allocation of grant and matching funds and to submit any outstanding supporting documentation.



- c. By consensus, the committee directed the Administrator to notify applicants of required revisions and provide a deadline of June 24, 2026 for corrections. Members discussed that unresolved deficiencies may result in repayment of unsupported grant funds or future grant ineligibility, consistent with grant requirements.
- 4. Adjournment
 - a. Tyra Penn-Gesek made a motion to adjourn, seconded by Fran Kefalas. The meeting adjourned at 1:29 PM.