**MINUTES OF MEETING**

**Caswell Homeless Initiative**

Date : **Tuesday, September 3, 2013**

Venue :**Yanceyville Municipal Building, 4pm**

Attendees: , Ashley McKenna, Shanna Poole, Frank Rose, Michelle Kiong-Stamps, Brenda Daye, Mary Griffin, Rachel Hughes

Minutes Taken By: Shanna Poole

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| **Topic** | **Discussion & Decision** | **Action/Follow Up** | **Responsible Person** |
| Approval of Agenda | Agenda was passed out by Shanna Poole | Approved by Ashley McKenna and seconded by Michelle King-Stamps |  |
| Approval of Minutes | August minutes were read by Ashley McKenna | Approved by Frank Rose and seconded by Michelle King-Stamps |  |
| BoS and ESG Update | Shanna Poole updated committee on BoS meeting of earlier that day. Shanna also informed committee of the vote of county commissioners to approve county of Caswell as fisical agent for ESG money. And thast application had been submitted. Shanna stated that ESG monies should be available by October. She also reminded members of the upcoming Data Quality subcommittee in Sept.and the Rapid Rehousing subcommittee also in Sept. Also informed committee of her conflict of interest form submitted to BoS. |  |  |
| Public Outreach | Shanna stated she had emailed and left voice messages for Caswell Messenger’s editor to do interview regarding homelessness and CHI. Meeting scheduled for week of 9-9-13 | Shanna is going to follow up on this |  |

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| Committee Comments | Frank suggested we nominate committee members for Project review . Nomanees were Shanna Poole, Frank Rose, Michelle King-Stamps, Brenda Daye, and Ashely Mckenna. | Approved by Mary and seconded by Rachel |  |

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| Committee Comments | Frank suggested we make schedule to review and approve potential applicants. Committee agreed to meet bi-weekly to review and approve applicants as needed. | Approved by Ashley and seconded by Frank |  |

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| Adjournment | Shanna suggested that we adjourn the meeting and Frank seconded it |  |  |

Next Meeting: Tuesday October 1, 2013 4pm at the Ag Building

Date Approved by Board\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_