• Greeting by RVP and review of two-day agenda
  • Natalie Stennis – Triad Chapter
  • Mary Jo Press – Piedmont Chapter
  • Curtis Daniels – W. Carolina Chapter
  • Andrew Shaw – NCC Chapter
  • Jay Hudson – SC Chapter
  • Amy Henderson – Col VA
  • Kim Blatz – NC Chapter
  • Chris Henson – NC Chapter
  • Robb Altenburg – Chesapeake
  • Joe Bedard – Delmarva
  • Dan Ashworth - Star Valley
  • Jorge Otalora - NOVA
  • GTC - Missing
  • Tar heel – missing
  • Triad - missing
  • Mike Kerns – NCC Chapter
  • Ted Devens – NOVA – RVP Finance
  • Frank Cruice – AD - Delmarva
  • Alicia Mitchell – RVP – NC Chapter

• Request to complete sign-in sheet. (Once each day)
• RVP announced to leadership that Jorge Otalora was selected as the Regional SPY
• Overview & Regional Update by RVP
• DRVP
• ARVP – Finance
• ARVP – Secretary
• ARVP – Communications
• ARVP - Practice & Standards
• ARVP - Nomination & Elections Chair
• ARVP - PDC Chair
• ARVP - Member & Chapter Affairs

• RVP established goal for all have each student sections represented at the PDC (2 of 4 on record) for 2018 Reg. VI PDC;
• CORA – meets 2 times yearly at Leadership and June PDC while having monthly call.

• Reviewed Chapter President Responsibilities

• Chapter websites needed to be updated.....

• Review Chapter By-Laws...

• Reviewed chapter positions and discussed a new position being requested for chapters related to a Branding Comm. Chair & Comm.

• Triad Chapter does not currently have a VP. (Matt note to discuss with chapter)

• Send Chapter PDC notices to RVP so they can be posted to regional website.

• Update website 1/4rly

• Update COMT post each meeting or before each meeting but ultimately monthly.

• Reach out to Practice Specialties for chapter SPY nominations

• Ask about members on chapter rosters what PS they belong too?

• Include Geri’s contact info with the minutes

• During transition plans the chapters should have changed out the signature card for accounts & Articles of Incorporation...

• Chapter Operations –

Chapter Donations:

• GRC - $500 submitted
• NOVA $500 submitted
• Chesapeake $500 committed to support
• DMV - $250 commitment to additional $250
• NC Chapter - $500 submitted
• W Car – $500 committed to support
• Triad - $500 committed to support
• Col VA – committed to a financial contribution TBD ($100)
- Review whether chapters can make donations directly to the PDC via CVENT, PayPal, etc.

- The 2017-18 COMT Levels have changed

- Discussion about COMT Point value changes for 2017-2018, Confusion on communication of the increase on new levels. Chris from NC Chapter to send new COMT excel worksheet for keeping track from COMT points with new guidance’s.

- Recognized the three chapters from Bronze to Gold and Silver and Piedmont to Platinum.

- ASSE Jesse Brown VA Med Center Winter Stand-down is looking for undergarments, individually wrapped snacks and or gift cards. Please mark as coming from Reg. VI. Asked about making a donation from the Region of a gift card value so items can be purchased in support from the Region.

- F Cruice motion to approved $500 for the Jesse Brown Stand down via a gift card. Seconded by A Shaw and approved by the ROC leadership.

Chris reviewed the new worksheet for the chapter presidents

Discussed the new COMT guidance document

Recommend chapter presidents review COMT Vimeo Video

Chris shared about NC Chap entry into local chamber of Comm.

NOVA established a SOP Turnover for Each Officer.

NC Chapter has signed up for Meetup! It is $89 for six months and is a PILOTING & provide an update at Spring 2018 ROC

Chesapeake used color coding to share what person had various item responsibility

Chapter need to partake in Member get a Member worth 150 points

Sites need to look at engagement with local Chamber of Commerce where 200 points can be obtained.

Most chapters other than three present are using Pay-Pal.

Do chapter require pre-register for their meetings? Some discussion was in favor and another had very challenging time with pre-pay. Still a chapter decision.

Mary Jo spoke about Piedmont Chapters journey to getting to Platinum. Have leveraged trying to create win-win situations for its members as well as sourcing current and future leadership.

Discussed about highlighting members monthly and PS groups
The Region has a Survey Monkey Account...

Discussed when to conduct Annual Survey Monkey feedback for use earlier in the chapter planning cycle.

Recommended on reaching out to various agencies or groups within the community to support its efforts to advance the chapter while gaining exposure and COMT points.

**Region Nominations**

DRVP FJ Cruice for Natalie made motions and Aimee second the motion and voice vote was approved

ARVP Finance – Ted Devens

ARVP Communications (Web page & Social Media) – Chris

ARVP Secretary – (Minutes & Logistics of Spring ROC) – Aimee

ARVP Government Affairs – Table

ARVP PDC – Elizabeth Barnette (1 year left)

ARVP – Nominations & Elections (A. Edwards)

ARVP – Member & Chapter Affairs – Mary Jo Press

ARVP Communication Branding Comm. Chair – Dan Ashworth

ARVP – Webinar & Meetings - -Table