

Land Access and Opportunity Board: Onboarding Committee
March 6, 2024, 9:30 – 10:30a.m

Meeting Facilitator: Ornella Matta-Figueroa

Attendee	Present
Board <ul style="list-style-type: none"> ● Susan Aranoff, Vermont DDC ● Samantha Langevin, Vermont RELEAF Collective ● Dan Coutu, VT Commission on Native American Affairs (VCNAA) ● Kirsten Murphy, Vermont DDC 	
Guests & Public	

Meeting Notetaker: Jean Hamilton

Agenda

Meeting Convened by Facilitator, <u>Ornella</u> @	
1. Introductions & Check-in	<p>Name, Nominating Organization,</p> <p>Check-in – internal weather report Little grey, little drizzly, hearing the sound of the river which gives inspiration. Moderate temperature, lots of birds, lots of grey, and hesitant of how warm it is, happy to be here today. Feeling energized, on a path to trying to be a change agent for good and for people in my communities, and that means a lot to me, have strong, positive actions I can be pursuing to help me deliver some work next week. It's a messy job to be the one who is happy but someone has to do it. In the 50/50 zone, Congressional Delegation will be coming to our org's meetings this month, both anxiety and excitement, happy to be here and in the zone between anxious and excited. Juggling a lot of things, trying to bring focus to the present and be her with us. Feeling flexible in the moderate temperature.</p> <p>Agenda Building</p>

**2.Discussion/
Updates**

- LAOB at the VHCB board meeting 3/20 – do any board members want to come with us?
- [Finalize Press Release](#)
[Review MOU with VHCB](#)

Goal is to have more board members understand the details and process of the MOU.

Kirsten – From my experience with the DDC and our host, I learned it was important to establish a MOU between VHCB and LAOB. This MOU was structured similarly in that it lays out the why each party is entering the agreement and then in section 4 outlines the nuts and bolts of how the partnership will work.

The MOU is really helpful in that if a question emerges, the MOU helps guide how decisions will be made.

Focus on section IV.

“VHCB shall provide the administrative supports described in this MOU, including supporting the recruitment, hiring and supervision of the LAOB staff, **for the purpose of enabling the LAOB to establish itself as an independent program of VHCB, but operating under VHCB's organizational and corporate status.**” This bolded section is really the heart of the MOU.

Timeline indicates that the MOU will be renewed annually and there are obligations of the LAOB itself to participate in the renewal process.

We spent a lot of time as a committee talking about when the deadline for a potential termination would be and landed on March 1, intentionally to give time for the legislative process that would be necessary to change the statute and rehome LAOB.

Effect of Expiration or Termination. – this section explains the nuts and bolts of how LAOB and VHCB would extract from one another.

LAOB and VHCB acknowledge that it is virtually impossible to assess in advance each and every issue which may arise between the parties during the duration of this MOU.

This is an important acknowledgement that we agreed on together.

Susan – this overarching framework is helpful because it gives a sense of the power structure and how each party can work together.

Kirsten – now looking at Section IV c. this lays out the nuts and bolts of responsibilities. Look to “LAOB Staff, who will be dedicated solely to the work of

the LAOB.” This is important because in the case of an emergency, everyone’s work plans can be shifted and this indicates that LAOB staff will continue to dedicated solely to LAOB.

“VHCB shall support LAOB to create a governance plan and programmatic strategies to direct the work of those employees, identify the respective roles of the LAOB, the LAOB Staff and VHCB personnel in the implementation of the plan and strategies.”

This indicates that there is an opportunity to create another document that would be a “governance plan”.

Susan – One thing that has come up, is the office space. It is not quite the equivalent of what other VHCB staff have. What is the responsibility to provide office space?

Kirsten – mou talks about the fees to provide an office space, but I don’t know what it says about “equivalent office space”. Recommend searching the document for “space” to see what the MOU states.

LAOB staff meeting was important to Gus to create smooth communication with VHCB staff. Occasional participation in management meetings and non-compulsory access to VHCB trainings indicates that LAOB staff work at the discretion of the LAOB.

Samantha – working space details don’t appear to be included in the document, this could be a good example of a detail to work on at the MOU renewal.

Ornella – Another thing to flag under VHCB employment policies is the vesting of the retirement. Under the current policy if LAOB leaves VHCB before 5 years, staff retirement would not be fully vested.

Kirsten – not sure which state retirement account LAOB staff are in.

“working with LAOB to review potential revenue opportunities, including State funding, Federal grants, or philanthropic donations to ensure that those can be received consistent with the VHCB Policies and Procedures and that adequate staff capacity exists at VHCB and LAOB to administer those funds, comply with reporting requirements and/or other obligations” and “supporting the LAOB to evaluate opportunities and capacity for State and Federal grant funding, charitable donations of money or property, or other additional sources of funding, to ensure compliance under Act 182 and the VHCB Policies and

Procedures, as well as consistency with LAOB and VHCB programs and values.”

These sections are another attempt at addressing the nuances of how LAOB and VHCB will work together in a way that supports the LAOB’s revenue goals even as LAOB’s revenue goals may be in competition with VHCB’s revenue goals.

Ornella – Curious about something we observed with missing a deadline for an administration report. Should those kinds of outlines be listed in the MOU?

Kirsten – I avoid putting those kinds of deadlines into the MOU. But I do have a bullet in the MOU about clarifying timely communication with the business office about timely communication, changes in financial practice. ACTION: ask Kirsten for example from her MOU.

Samantha – It may be helpful to establish an SOP about communication practices with VHCB business office.

Kirsten – “Where determined to be necessary or desirable by the LAOB and the LAOB staff, and provided no conflict of interest exists, VHCB shall provide legal support services to the LAOB staff and LAOB;” not stated here is that there is an understanding that if the LAOB needs special legal counsel on items like constitutionality of reparative grants.

“VHCB shall coordinate and consult with LAOB to ensure that public messaging by VHCB regarding the LAOB, its programs, projects and activities is not only consistent with the LAOB’s governance plan and programmatic strategies, but also pre-authorized and coordinated with LAOB to the greatest extent practicable.”

Another reference to the governance document. Reminds me of the LAOB principles, which could be the basis of the governance.

Jean – what does this committee think about VHCB listing LAOB as a program in their PPT?

Committee discussion – it would be better to clarify this. Something like “LAOB – and independently directed entity.” Is this the number one priority to correct, or are there more important issues to correct.

Jean – shared about Friday meetings with VHCB and our practice of “true or not true”. It has been scary but very productive to focus on the deeper work of building trust.

	<p>Ornella – observing that the trust is building. Committee response – that is brave and powerful.</p> <p>Kirsten – “develop guidelines for media responses and governmental relations to ensure consistent messaging regarding LAOB's programs, projects and activities, to promote opportunities for LAOB and the LAOB staff to speak on behalf of LAOB's mission, to ensure that public messaging by VHCB regarding the LAOB, its programs, projects and activities is pre-authorized and coordinated with LAOB, and that public statements about VHCB programs or policies are consistent with the VHCB Policies and Procedures and avoid lobbying and political communications that are inappropriate or proscribed for a quasi-governmental organization.” This is another opportunity to develop guidelines.</p> <p>Ornella – We are continuing to talk, everywhere we go, about shifting the conversation about resources to center on our advisory powers. How can advisory powers help us shift how all resources are used in equitable ways, not just the resources that are in “our control”.</p> <p>Kirsten – “LAOB and VHCB agree to meet and negotiate in good faith to resolve any dispute or disagreement about the implementation of this MOU. If need be, both parties hereby agree to involve professional mediation services, which cost shall be shared between the parties, to resolve the dispute.”</p> <p>This is another aspirational statement. To not let things fester. Use the spaces we are creating with VHCB to try to work things out.</p>
<p>3. Process Check-in, Next Steps</p>	<p>Next Steps With MOU</p> <ul style="list-style-type: none"> - Possibly create ‘governance guidelines’ <ul style="list-style-type: none"> o Media responses o Public messaging o Staffing governance - Things to consider at MOU review&renewal <ul style="list-style-type: none"> o Any changes to physical office provided o Staff retirement vesting if LAOB leaves VHCB o Language from DDC’s MOU about business office standards
<p>Meeting Adjourned at 10:30 AM</p>	

Recurring Zoom Link - <https://us02web.zoom.us/j/85603029734>