

Land Access and Opportunity Board Meeting

Jun 26, 2023, 5:30 – 7:00 p.m.

Meeting Facilitator: Natanya Vanderlaan WholeHeart Inc., Jessica Laporte CRO's

Guests: Robert Appel, Attorney

| Attendee | Present | Not Present |
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| Board | <ul style="list-style-type: none"> ● Xusana Davis, Office of Racial Equity ● Pasifique Nsengiyumva, US Committee for Refugees and Immigrants (USCRI) ● Kirsten Murphy, Vermont Developmental Disabilities Council ● Arnold Thomas, Vermont Racial Justice Alliance (VRJA) ● <i>Brian Cina, National Association of Social Workers (NASW) - came in briefly</i> | <ul style="list-style-type: none"> ● Dan Coutu, VT Commission on Native American Affairs (VCNAA) ● Samantha Langevin, VT RELEAF Collective ● Shingai Kagunda, Vermont Every Town Project ● Britaney Watson, NAACP Vermont Psychiatric Survivors (no active board member) ● Raheemah Madany, Pride Center of Vermont |
| Board Alternates | <ul style="list-style-type: none"> ● Ashley Devereaux, NASW | <ul style="list-style-type: none"> ● Rich Holschuh, VCNAA ● Mark Hughes, VRJA ● Jennifer Morton-Dow, VT Releaf Collective ● Kenya Lazuli, Vermont Every Town Project |
| Guests & Public | <u>Public</u> : Earnest Buster Caswell / <u>Guests</u> : Robert Appel, Attorney; Francis Sharpstene and Gus Seilig, VHCB | |

Agenda

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| 1. Natanya V. to convene the June 26th, 2023 meeting of the LAOB at 5:30 pm a. Welcome, Facilitator Team Introductions, Agreements b. Board members and alternates to introduce themselves - Name, Identifiers, Organization you are representing, c. Highlight Board Priorities : Share link in the chat & Read bullets 3-4 together | |
| 2. Review & Approve Meeting Notes from June 5th, 2023 meeting - No Revisions | |
| 3. MOU Updates & Discussion - 25 minutes (N) a. Guest: Robert Appel b. Review sections from 2nd | Reviewing Sections IV. STATEMENTS OF UNDERSTANDING <ul style="list-style-type: none"> ● 1) Information Technology (IT) Services <ul style="list-style-type: none"> ○ Kirsten - Equipment purchased by LAOB and then |

draft ([6.14 version](#)) not discussed at 6/21 meeting

- c. Discussion: What's missing?
- d. Decision point: How do we want to refer to staff (Executive Director vs. Manager) for MOU purposes?
- e. Next Steps:
 - i. Share Questions for VHCB and gather information for Robert
 - ii. Next Draft to board from Robert Wed/7/5, Thursday 7/6 (to be immediately circulated)
 - iii. Board to review next draft before 7/10 meeting
 - iv. 7/10 meeting
 - 1. Are we ready to bring this draft into discussion with VHCB?
 - 2. Who will discuss and negotiate with VHCB

- Jess - Follow-up Q with VHCB about IT service available, vendors, etc.
- Arnold - If sharing IT then we'll need to distinguish between LAOB and VHCB rights to information and records
- 4) Legal Services
 - Pacifique - Will there be a fee from VHCB? If so, how much and how will it be evaluated?
 - Jess - The fees can be covered in section VII
- 5) Planning and Grant Activities
 - Pacifique - are the planning and grants activities related to LAOB's purpose/statue?
 - Kirsten
 - The Priority docs (eg. 4th read today by Xusana) shares examples of the types of 'Calls for Proposals' or Grants that LAOB could run
 - State regulation/oversight distinguishes between grants/sub-grants and contracts - when to use which
 - Sunrise Report references working with existing organizations to distribute funds for them to run programs, be technical service providers, etc.
 - Arnold
 - This section needs further development - Does LAOB want to be the granting agent? Or work with existing institutions like lenders? We don't know yet and need to discuss or could be something the Executive Director works on
 - Jess - this section is intended to
 - Kirsten - Yes this does need more detail but this establishes that it's LAOB who will decide what and how programs function

VI. MEDIA AND GOVERNMENTAL RELATIONS POLICY

- No comments
- Jess - clarifying the addition of language related to limitations for VHCB
- Kirsten - The language in the blue is a great addition. I wish I had thought to put that in my organization's MOU!

VII. COMPENSATION FOR ADMINISTRATIVE SERVICES

- Kirsten - Does not capture what would be desirable, that we negotiate those rates upfront, so that we know before we incur fees
 - Natanya to add note for Robert about that addition
- Note from Robert - To date, LAOB has not been directly involved (at least to my knowledge) of reviewing and signing off on payments made by VHCB to LAOB consultants, etc.
 - Jess - similarly, LAOB has not seen or approved VHCB allocations from LAOB budget

GENERAL

- Gus - Have we set out our shared goals/intentions? How can we benefit from one another? What can we accomplish together?
 - Kirsten - There is a section about the legal basis for the two entities and how they relate → can add language there

Decision point: How do we want to refer to staff (Executive Director vs. Manager) for MOU purposes (can be revised for actual recruitment)?

- Xusana - Strive for a balance between accuracy and prestige. Don't want to be bound to hierarchical titles but also need to ensure that it's relatable and comes with necessary title, compensation and respect
 - Could stick with titles used in the Sunrise Report for consistency with a disclaimer that the actual titles may change.
- Kirsten - manger (small m) to refer to the general role/responsibilities and allows us to title it later
- Gus - Executive Officer? principal?
 - Xusana - this one almost feels like C-suite level to me
- Vote
 - Manager (5)
 - Executive Director (0)

NEXT STEPS

- Jess - are there any early ideas about this question: Who will discuss and negotiate with VHCB
 - Gut check today... is anyone able to walk through these conversations with VHCB?
 - Xusana - nominates Rep. Brian Cina
 - Kirsten - Happy to do it because of experience with these agreements and administrative challenges with state entities, Xusana would also be helpful
 - Xusana - What are the negotiating capacity or decision-making space for people to negotiate?
 - Do we have to run each decision by the full board (at a Board meeting)?
 - Pacifique - How many meetings will there be? Could all board members be present? Would that be cumbersome? Feasible?
 - Natanya - are you suggesting this for board meeting times or separate time slot
 - Robert - Suggestion: empower sub-group to negotiate and make descisions

Confirming Questions for VHCB

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| | <ul style="list-style-type: none"> ● What IT services does VHCB have available, vendors, etc? <ul style="list-style-type: none"> ○ What of the licenses, cloud, etc can LAOB have accounts for? What fees would be associated ● What is the current mechanism/process/system for determining admin and other fees from VHCB to LAOB? - Outstanding question to Francis & Trey with some information shared - Jess will email current info and additional information to help understand the current practice, vs. what LAOB wants going forward. |
| <p>4. Hiring Process - REMOVED for time</p> <p>a. Review Hiring Process drafted by Sub-committee</p> <ul style="list-style-type: none"> i. Discussion: Feedback and builds/delta's ii. <i>Immediate next step for review 7/10</i> = Drafting Organizational Structure and key bullets of Position Descriptions <p>b. <u>Decision-point:</u></p> <ul style="list-style-type: none"> i. Can the sub-committee move forward with next steps as outlined in the Hiring Process Overview? | |
| <p>5. Public Comment & Board Responses - 15 minutes (N)</p> | <ul style="list-style-type: none"> ● Hazel Adams-Shango: Do you all have any information on the Land Conservation Bill? Commitment to conserve 30% by 2023 and 50% of land by 2050 <ul style="list-style-type: none"> ○ Gus - VHCB and ANR are tasked with enabling H.126. Those goals are laid out, lofty and challenging for ○ Hazel - with this planning for conservation in Vermont, does that limit future land availability for housing? ○ Gus - yes, but most of the land is not yet developed. Western States with high % of federal lands <ul style="list-style-type: none"> ■ Trey will be a key contact ■ Funding, research and consultants for community feedback and equity ○ Pacifique - Catch 22 where we want to conserve but how do we ensure that people have places to live. Conservation cannot come at the expense of people being housed - has concerns about this <ul style="list-style-type: none"> ■ There are corporations who are purchasing large plots of land and they manage that when individuals who don't have anything wouldn't be able to. ○ Xusana (in chat) shared the statute - https://legislature.vermont.gov/bill/status/2024/H.126 and comment "i also have a lot of mixed feelings about conservation discussions" ○ Arnold - This is an area where LAOB can take an active role in defining what Land Conservation means - specific ways land use, housing, etc. Like allowances ○ Jess - VHCB intends to engage the board in the process. Next Steps |

6. Sub-committee Updates - REMOVED for time

7. Calendar Check in for Upcoming Board meetings - REMOVED for time

8. Executive Session to discuss Extension of Legal Counsel Contract (overdue) for Robert Appell

- Jess presented idea to discuss the extension of Robert's contract
- Xusana motion to move into Executive Session - 2nd by Kirsten
- Jess shared information
 - Original contract 5/31/23 was not renewed proactively
 - Original contract has remaining funds
- **Exectutive Session report out (Xusana)**
 - Due to on-going projects and needs for legal services the LAOB member present reccommend to continue/extend Robert Appel's contract for legal services through the end of August 31st using current funds already earmarked in the existing contract and that counsel is free to participate remote or in-person as needed.

9. Board Announcements –REMOVED for time

10. Meeting Adjourned at 7:09 pm