

Land Access and Opportunity Board Meeting

Jun 5, 2023, 5:30 – 7:00 p.m.

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

Guests: Francis from VHCB; Robert Appel, Attorney

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

Agenda

<p>1. Natanya V. to convene the May 22, 2023 meeting of the LAOB at 5:30 pm</p> <p>a. Welcome, Facilitator Team Introductions, Agreements</p> <p>b. Guests, board members and alternates to introduce themselves - Name, Identifiers, Organization you are representing, What county you live in</p>	
<p>2. Review & Approve Meeting Notes from May 22nd, 2023 meeting - No Revisions</p>	
<p>3. Highlight Board Priorities</p>	<ul style="list-style-type: none"> ● Shared link to LAOB Priorities Working Draft from LAOB website in the chat

	<ul style="list-style-type: none"> ● Read intro section and 2 bullets - Jess & Natanya (no board volunteers to read)
<p>4. MOU Updates & Discussion - 25 minutes</p> <ul style="list-style-type: none"> a. Guest: Robert Appel b. Clarifying LAOB as an entity (LAOB Board and LAOB Staff) c. Outline of the MOU and where the Board will most engage d. Discussion - Natanya facilitating e. <u>Proposed Process</u> <ul style="list-style-type: none"> i. Robert - gathering information and feedback from the board, including meeting with LAOB legal representatives ii. Next draft from Robert coming back by 6/19 iii. Next Working Session 6/21 iv. Next Full Board discussion 6/26 → Vote to enter into negotiation with VHCB f. Decision point vote 	<p>Clarifying LAOB as an entity (LAOB Board and LAOB Staff)</p> <ul style="list-style-type: none"> ● <i>The term LAOB throughout the document refers to the legal entity created by the Legislature, the Board and its staff. The LAOB’s enabling statute does not specifically authorize the hiring of staff. Rather, at 10 VSA Sec. 325u(f, (“Powers and duties”,)it authorizes the following:</i> ● Outline of the MOU and where the Board will most engage <ul style="list-style-type: none"> ○ IV. STATEMENTS OF UNDERSTANDING <ul style="list-style-type: none"> ■ A. Personnel Administration ■ B. Fiscal Administration ■ C. Information Technology Services ■ D. Legal Services ■ E. Planning and Grant Activities ○ V. COMPENSATION FOR ADMINISTRATIVE SERVICES <p>Feedback and information from Robert</p> <ul style="list-style-type: none"> ● Reviewed the statute to understand what the LAOB is and what authorities ● Disappointed in what is detailed when compared ● LAOB created by the statute and staff and/or contractors ● LAOB is an instrumentality of the state - i.e, governed under state policy like public meeting long ● LAOB’s statute doesn’t specify if the LAOB can hire staff ● Legislatures approach to the creation of these bodies has shifted over time <ul style="list-style-type: none"> ○ It may make sense in the next session to get clarity around the board authorities and statute ● Reviewed this document of written responses to Board member questions <p>Discussion: What are the boundaries of VHCB oversight or criteria for independence that LAOB is looking for? (Eg. staff structure, staff hiring, evaluation, or firing / Eg. finances related to hiring, contractors, executing payments, etc)</p> <ul style="list-style-type: none"> ● Arnold Thomas

- sees the relationship between LAOB in relation to VHCB. LAOB Is in the process of becoming an independent board/commission
- VHCB can support the LAOB's work from their position as they have related missions and LAOB offers a unique perspective

- Robert

- Agreed, currently collaborating with VHCB but eventually seeking non-profit/corporation
- It will take awhile to
- VHCB has been gracious to date taking this board under it's wing and have a commitment from that organization that it ill remain as much until in
- Worked on the MOU from a template of the Developmental Disabilities Council with the Agency of Human Services - highly relatable content

- Kirsten

- One area that is key in my experience is around the independence of being able to speak on behalf of this board - there are limitations and restraints related to public engagement and engagement with legislature
- Suggestion - Staff and Board members speak on behalf of LAOB not VHCB and have permission to do so without process with VHCB - this may seem obvious to us and has been functional to date, should be clear in the MOU

- Samantha

- Clarify around LAOB to define (refers to both board and staff) so we don't detail between board and staff in the MOU with VHCB but how LAOB and VHCB relate
 - Robert - Suggested language - LAOB refers to Board and retained consultants (not staff specifically)
 - Samantha - what if it says something like "all appointed board members and those within their employ"
 - Dan - Employee vs. Contractor has a number of other implications (taxes, liability, etc)
 - Samantha - I wonder if we can just note in the MOU that the legislature did not give explicit authority to hire staff, and that therefore VHCB is delegating that authority to the LAOB
- V. Compensation for VHCB

	<ul style="list-style-type: none"> ■ Needs to be clarified - choose a convention - hourly rate, specific fees, % of revenue, etc. so that is consistent and does not radically change. <p>Decision Point on Proposed process</p> <ul style="list-style-type: none"> ● Robert - gathering information and feedback from the board, including meeting with LAOB legal representatives ● Do we need an additional working session before 6/19? <ul style="list-style-type: none"> ○ Samantha and Kirsten indicated they could be available but no others responded ● Are we ready for Robert to draft further? 8 voted yes
<p>5. Sub-committee Updates - 5 minutes</p> <ul style="list-style-type: none"> a. Updates - Formation & Meetings times b. Ways to get involved - reshare sign-up form 	<ul style="list-style-type: none"> ● Advisory Powers and Advocacy meeting together <ul style="list-style-type: none"> ○ Next meetings 5/12 and 5/29 5-6:30pm ● Hiring Committee <ul style="list-style-type: none"> ○ has 2 only, we have a hiring process coming up and could use more people and perspectives to prepare for this ○ Setting regular meeting time ● Community Engagement <ul style="list-style-type: none"> ○ has 1 org involved, however, this was consistently named as a priority and we need more folks to make it a reality ● H.126 - Info Session on 6/8 (this week) and group to form later in June
<p>6. Public Comment</p>	<p>No members of the public raised their hand to speak and we moved on to #7 We believe there is an announcement from Mark at Vermont Racial Justice Alliance</p>
<p>7. Hiring Process</p> <ul style="list-style-type: none"> a. <u>Guest</u>: Francis b. Overview of VHCB hiring process and summary of LAOB hiring to date c. Questions for the board [potential Executive Session] 	<ul style="list-style-type: none"> ● Jess introduced Francis and what we need to discuss how Hiring works at VHCB and how it relates to the ● Kirsten stated she prefers no executive session <ul style="list-style-type: none"> ○ Francis to share about VHCB process and the need for executive session would be because the Contract with Facilitators goes through June 30th and the unlikelihood LAOB with have staff we could discuss <p>Info from VHCB</p> <ul style="list-style-type: none"> ● All exempt positions - i.e., salaried (no overtime) ● Employees are to act in the ● VHCB to create a memo for LAOB related to this and include some language shifts ● Hiring Process <ul style="list-style-type: none"> ○ Create hiring committee

- Develop job description - responsibilities and role
- Advertise
- Criteria for decision-making
- Prefer to do 2 rounds of interviews and move onto position offer
- NOTE - Slow moving process from development through decision
 - Could be over 8 weeks
 - Before Facilitators - VHCB Trey was most supporting the board then Bonnie brought in Administrative support (with Gus' presence)
 - VHCB does not have capacity to maintain the momentum of the Board and provide this same level of support
 - Date in contract - June 30th, was just a marker of time but mostly related to getting
 - LAOB Budget
 - LAOB has spent \$98,000 of \$200,000 at the end of April (not including
 - Have \$102,000 available so room for extending the facilitation contract
 - Original contract was for \$25k (\$10k billed to date) and can cover that and proposing to increasing funding to go through the remainder of the
- Board opinions
 - **Samantha**
 - Should extend the contract AND not just for hiring process to go through on-boarding
 - Depending on how Facilitators feel we could tie it to a phase of the hiring process vs. date in the future
 - **Dan** - agrees, Natnaya and Jess are Catalysts and have capacity to support the board, should extend until LAOB has capacity to pick-up and run with it.
 - **Arnold** - agrees, and the timeframe should be around progress in establishing more capacity not a specific date.
- **Jess**
 - **Clarifying** interest and ability to engage further
 - Natanya, Jess and our supporting organizations may distribute work differently overtime based on individual capacity and availability
 - Feel we can commit to this deliverable threshold rather than a time threshold given our contract has a clause where we can give notice if needed to end earlier.
 - Unlikely \$25K will get us to the handoff point (over 2 months after contract end) proposed increase is to \$40K total and can be addressed when nearing end of \$25K

	<p><u>SIDE NOTE ON LEGAL SERVICES</u> Robert - I just checked the end date of attorney contract. "Section 2. Term Work under this Contract shall commence as of 11/7/2022 and shall end no later than 5/31/2023." <ul style="list-style-type: none"> ● Samantha - this needs to be included in our budget consideration and should ensure we prolong his engagement </p>
<p>8. Board Announcements a. Come prepared to share any organizational or relevant updates with the board b. Facilitators will have 2-3 announcements as well i. Facilitator Email ii. New Zoom link iii. Perdiem</p>	<ul style="list-style-type: none"> ● VHCB 35th Anniversary event <ul style="list-style-type: none"> ○ At Shelburne Farms ○ Invitation from Pam Boyd (check spam) ○ Need to register - email has free code ○ Family and partners are welcome! ● Samantha - ACORN invited Samantha to present at their board member about the LAOB and how they can support LAOB <ul style="list-style-type: none"> ○ Samantha's ideas <ul style="list-style-type: none"> ■ Food systems groups use their connections in legislature to move forward supportive bills ■ Partner for community engagement ○ Do others see other ways? They can support? ○ What ACORN is - food systems actor connecting producers to markets and advocating for food producers ● Xusana <ul style="list-style-type: none"> ○ The Office of Racial Equity held a community dinner and panel discussion on Saturday to commemorate the conclusion of Asian American Pacific Islander Heritage Month, and I heard from at least one attendee that he heard about it from Releaf, so thanks so much to the Releaf folks for spreading the word! ● H.126 Info Session <ul style="list-style-type: none"> ○ 1 National Life Drive, Dewey Building ○ What <ul style="list-style-type: none"> ■ Share about LAOB ■ Learn about H.126 ■ Refreshments ○ 4-5 folks plan to be there in person <ul style="list-style-type: none"> ■ Rich plans to be virtual
<p>9. Meeting to Adjourn at 7:00 pm</p>	

