

Land Access and Opportunity Board Meeting

Aug 7, 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
Board	<ul style="list-style-type: none"> ● Samantha Langevin, VT RELEAF Collective ● Dan Coutu, VT Commission on Native American Affairs (VCNAA) ● Xusana Davis, Office of Racial Equity ● Susan Aranoff, Vermont DDC ● Arnold Thomas, Vermont Racial Justice Alliance (VRJA) 	<ul style="list-style-type: none"> ● Pasifique Nsengiyumva, US Committee for Refugees and Immigrants (USCRI) ● Brian Cina, National Association of Social Workers (NASW) ● Britaney Watson, NAACP ● Raheemah Madany, Pride Center of Vermont ● Shingai Kagunda, Vermont Every Town Project ● <i>Vermont Psychiatric Survivors (no active board member)</i>
Board Alternates	<ul style="list-style-type: none"> ● Ana Mejia, NAACP ● Kirsten Murphy, Vermont Developmental Disabilities Council ● Jennifer Morton-Dow, VT Releaf Collective 	<ul style="list-style-type: none"> ● Mark Hughes, VRJA ● Rich Holschuh, VCNAA ● Kenya Lazuli, Vermont Every Town Project ● Ashley Devereaux, NASW
Guests & Public	<u>Public:</u> <u>Guests:</u>	

1. Natanya V. to convene the August 7th, 2023 hybrid meeting of the LAOB at 5:30 pm - 15 minutes <ol style="list-style-type: none"> a. Welcome, Facilitator Team Introductions, and overview of meeting b. Agreements c. Board members and alternates to introduce themselves - Name, Identifiers, Organization you are representing 	
2. Review & Approve Meeting Notes from July 25th, 2023 meeting – 5 minutes	<u>Revision</u> : Dan Coutu is from Newport not Newbury Approved pending that revision
3. Highlight Board Priorities - 5 minutes	8 - Jennifer 9 - Kirsten

<p>a. Share link in the chat b. Read bullets 8-10 together</p>	<p>10 - Dan</p> <p>Timely to be wrapping up talking about the Priorities as we step into the job description(s) which will bring capacity to dig into these priorities further</p>
<p>4. Hiring Process Update - 35 minutes</p> <p>a. <u>Documents</u>: DRAFT Manager Job Descriptions, & Staff Budget Scenarios</p> <p>b. Member update</p> <p>c. <u>Discussion</u></p> <p>i. Salary - staffing budget scenarios</p> <p>ii. Organizational Needs - 1A and 2A job descriptions</p> <p>d. <u>Decision Points</u></p> <p>i. Does the LAOB approve the co-leadership model? (see vote in notes)</p> <p>e. <u>Next Steps</u></p> <p>i. Revisions to recruitment materials in Sub-committee</p> <p>ii. Final board approval for posting at 8/21 meeting</p>	<ul style="list-style-type: none"> ● Will, Might, Won't framing (Natanya) - See slide 3 <ul style="list-style-type: none"> ○ Will explore salary structure and co director possibility ○ Will inquire around what's missing ○ Might invite structural suggestions and other questions ○ Won't do wordsmithing of discussion of nuances ● Member Update (Samantha) <ul style="list-style-type: none"> ○ Structure Scenarios 1A and 2A <ul style="list-style-type: none"> ■ Reasoning in presenting 2 scenarios which include salary scenarios ■ Job descriptions developed for the 2 scenarios ■ 1A more traditional structure with a single director, more traditional structure with a second leadership level role and potentially keeping facilitators to manage the board ■ 2A uses a co-leadership model with distinct job descriptions/roles <ul style="list-style-type: none"> ● Additional functions carried by Administrator / Coordinator role ● 2A Goals - different organizational structure, practice distributing power differently and making jobs more balanced/reasonable ○ Salary Scenarios <ul style="list-style-type: none"> ■ Co-leadership structure reflected in salary ranges ■ We want to make sure to touch on this for decision-making on which roles we're hiring for ■ Questions: How do we feel about how close we are to the budget? / What do we think of the salary ranges? ○ Job Descriptions <ul style="list-style-type: none"> ■ Keep in mind the duties presented here these responsibilities would be held by one person in 1A vs. in 2A they would be divided between 2 roles ■ We were also thinking through the different experience needed for the roles based on the descriptions provided

■ 2A Scenario

● Program Development & management

- particularly focused and needs detail oriented approach and information synthesization
- Working with board and VHCB to create programs and resources
- Organized and Analytical

● Advocacy & Community Engagement

- Relational (internal and external) and
- Strategic communications - relevant and engaging with community members and stakeholders in effective ways
- Diverse audiences and integrating into policy and programmatic activities (collaborate with co-director)

■ Overlap

- Board Management
- Tasks/Special Projects

● **Discussion of Presentation**

○ Salary Scenarios

■ **Kirsten** - Rate for benefits are high - for state jobs the rate is 55%

- **Jess** - developed this from emails with Trey Martin from VHCB for the Sunrise Report where it was 30%

■ **Ana** - \$200K for 1st year and for the \$1.2 M. Is this based off the year 2 budget?

- **Jess** - Yes the budget in the Sunrise Report and the \$1.2M was approved
- **Samantha** - 2A is below the amount of \$330,000 but upper budget

○ Job Descriptions

■ **Arnold** - In looking for individuals to fill these positions, would this process involve to see if the individuals can be collaborative and work with each other? Rather than turning into a situation where they are in competition with one another and less collaborative. How is this integrated into the recruitment process

- **Samantha** - yes, we would need to and if we have the co-director model we need to push for that and highlight it

- That is included in the full job description
 - **Jess** - We could also welcome people applying together to seek people who are prepared to partner
 - **Dan** - Another tool is joint interviews to see how they engage together
- Question: What are the qualifications for each position that would be different or similar/preferred qualifications we would want to have? / Given the scope and responsibilities of this role...Is the proposed co leadership model efficient to meet the scope of work of staff for the LAOB?
 - **Kirsten** - In the co-leader arrangement that the responsibility for annual evaluation would rest with the LAOB? **Yes**
 - **Ana** - more inclined to
 - Preferred bullets are critical to finding the right leader and person for this role and should be prioritized
 - Blueberry Muffin metaphor for building in accessibility
 - Representative leadership and people with lived experience
 - **Natanya** - that has been echoed in the hiring committee and thinking about how to prioritize the lived experience as we go through this process
 - **Ana** - Strategy recommendation from the [Rooney Rule in the NFL](#) - in order for them to move forward with their hiring process they had to interview X number of candidates before making their decision. This is an Affirmative Action approach and when there could be push back of discrimination. A way to make it functional - portal to submit application, fill out separate anonymous survey around demographics (go based off definitions in the LAOB statute) and maybe do # of identities not specific identities
 - **Xusana** - if we do this process I want to ensure it feels intentional and not tokenizing
 - Method Xusana uses -before giving applicants to hiring committee - Redact names, addresses and educational institutions
- Question (Natanya): Given the scope and responsibilities of this role...Is the proposed co leadership model efficient to meet the scope of work of staff for the LAOB?
 - **Samantha** - Speaking in favor of the Co-Director model, given the broad and important

scope of the LAOB (what are you doing? What will you do?) - Co-leadership provides more reasonable scope of work and sustainable work environment but also gives them someone to collaborate with to meet those goals, share responsibility and face challenges together

- **Arnold** - IF we move forward with Co-Directors they will be evaluated and seen against the more traditional model. Important that these two individuals have their sense of collaborating with each other but also clear responsibilities so that when inquiries and requests come their way they will know how to respond and direct them.
 - **Dan** - will be important to watch for their skills in the interview process
- **Natanya** - Temperature check: Are we ready to move towards a vote and decision on this co-director model? Next step would be for the sub-committee to make edits and share with VHCB for review.
- **Arnold** - In favor of the Co-Director position, but also interested in seeing what administrative structure those individuals would be working within - shared assistant? Or shared administrator
- **Dan** - support Co-Director model
- **Susan** - uncomfortable situation of being in a hierarchical model and having supervisor on the call The best work experience was when in law partnership and were truly partnering
 - Kirsten has a different burden and pathway to be a leader in the state system
 - Support staff - sometimes not available to support me directly in the hierarchy but has to go through Director and makes less efficient
- **Kirsten** inherited a system/model and have to work with the structure but appreciates the LAOB can represent a different model. Also, this is a big job and having two people with a high degree of authority will be important.
- **Conclusion, Observations & Next Steps** (Jess)
 - Hearing cautions, ideas and purpose for the co-leadership model, which helps with next steps and filling in the details.
 - Request - need board involvement between meetings to look over the full job descriptions in detail and the committee needs support in developing the criteria and then recruitment process. Feedback can come in 1) Sub-committee meetings and 2) written Feedback via

	<p>email.</p> <ul style="list-style-type: none"> ○ I shared with the committee that it will be challenging to find candidates for a co-leadership model like this and as we confront challenges the board needs to not just be interested in this model but committed to following through with it as we may have low applications or an iterative process to find a good match. ○ Susan - what resources are available in state or virtually to support folks in co-leadership if we assume that this would be a learning process for these two individuals. → Hiring Sub-Committee can look into this <ul style="list-style-type: none"> ■ Ana - Suggestion: The Management Center ● Vote on moving forward with co-leadership scenario: 6 Yes (raised hands using Zoom function) ● Next Steps for Sub-committee (Natanya) <ul style="list-style-type: none"> ○ Revisions to Job Descriptions ○ Development of recruitment plan ○ Next meetings: 8/8, 8/15 and 8/22 9:30-10:30 ○ Plan to have something to review and vote on at the 8/21 and 8/28 meetings
<p>5. Public Comment & Board Responses</p>	<p>None - Buster was on but left before public comment</p>
<p>6. Board Announcements</p> <ul style="list-style-type: none"> a. Come prepared to share any organizational or relevant updates with the board b. Facilitators will have 2-3 announcements as well 	<ul style="list-style-type: none"> ● Environmental Justice Network Steering Committee (Ana) <ul style="list-style-type: none"> ○ In collaboration with NAACP-Rutland and VT Releaf Collective ○ Ana will email to the full board ○ Purpose - gather people with lived experience ○ Location: Bolton Valley Inn ○ Theme - Wellness ● Scheduling Check-in (5 mins) <ul style="list-style-type: none"> ○ Upcoming Board Meetings <ul style="list-style-type: none"> ■ August 21st - virtual ■ August 28th - hybrid with in-person in at the United Church in Christ in Randolph with food from Taino Kitchen ■ September 18th - potentially in-person

	<ul style="list-style-type: none">○ HEAC Joint Meeting (in-person) concept note was sent out a couple weeks ago. Jess will resend to remind. Please weigh in if this is a priority for us to schedule in Sept or October.○ <u>Mileage Reimbursement</u><ul style="list-style-type: none">■ 7/25 will be sent out to those who attended■ Always available for in-person meetings/engagements
7. Meeting Adjourned at 6:51pm	