

**Land Access and Opportunity Board: Onboarding Committee  
January 17th, 2023, 9:30 – 10:30a.m.**

Meeting Facilitator: Natanya Vanderlaan

Attendee	Present
<b>Board</b> <ul style="list-style-type: none"> <li>Susan Aranoff</li> </ul>	<ul style="list-style-type: none"> <li>Samantha Langevin, Vermont RELEAF Collective</li> <li>Dan Coutu, VT Commission on Native American Affairs (VCNAA)</li> </ul>
<b>Guests &amp; Public</b>	Jess laporte

## Agenda

Meeting Convened by Facilitator, Natanya Vanderlaan @ 9:30 AM	
<b>1. Introductions &amp; Check-in</b>	<ul style="list-style-type: none"> <li>Name, Nominating Organization, Check-in</li> <li>*Finalize Jean's 1st day</li> <li>* Confirm with Francis (he suggested the current flow, so we just need to tell him yea or nay) Including Liz Geasand</li> <li>*Communicate with LAOB per members joining on 1/22 (no need for meal choices)</li> <li>*Any changes to reading list, etc, based on Ornella's 1st day?</li> <li>Check in around office space: Jess - We are not responsible for the day-to-day However - This is about enacting the MOU.</li> </ul> <p>We are being charged for director level positions To Ornella - There is board support for following up on a different space and accommodations.</p> <p>Samantha - Role here is support and information. Let's be supportive and also set up healthy expectations</p> <p>Also wondering if this is the role of the onboarding committee in the next few weeks.</p> <p>What if we discuss open space for the next three weeks. Invite them into this meeting - next 3 weeks.</p>

	<p>Reflect on what you need to offer Thinking of onboarding as enacting a really big part of this MOU.</p> <p>Involve them in making a list</p> <p>What is the function of this meeting How does it serve you? Let's build it together.</p> <p>Francis - Last Monday went well - really nice Did not get too</p> <p>VHCB Orientation - Timesheets, Needing 2 hrs to go through Handbook wi Jean and Ornella</p> <p>Some follow up will happen with Jean n Ornella - Later in the week</p> <p>Jean has everything and has filled out all the employment paperwork</p> <p>Seeking a consultant</p>
<p><b>2. Hiring Process Updates</b></p>	<ul style="list-style-type: none"> <li>● Jean's First Day</li> <li>● Schedule for first day with VHCB</li> </ul> <p>Lunch another time? Lunch for Jean n Ornella</p> <p>Seeking a consultant - More in depth training on Consulting Francis and Trey Orientation</p> <p>Check in with Ana as point person</p> <p>Email - Can Jean reclaim the email we already have? Board and open communication things</p> <p>Informing board of days in office Can VHCB systems support?</p> <p>Communications follow up - bring it back to community Board Documents and Shared storage systems</p> <p>Press Release - Labeling for our next meeting</p>

<b>3. Hiring Process Updates/ Contact List</b>	<ul style="list-style-type: none"><li>• Contact List</li></ul> <p><a href="https://docs.google.com/spreadsheets/d/1YMDah4XHH_5GxYYsELXLtTW-kCfUcKaQqHe0Za0n8EA/edit#gid=0">https://docs.google.com/spreadsheets/d/1YMDah4XHH_5GxYYsELXLtTW-kCfUcKaQqHe0Za0n8EA/edit#gid=0</a></p>
<b>4. Process Check-in &amp; Next Steps</b>	
<b>Meeting Adjourned at 10:30 AM</b>	