

Land Access and Opportunity Board: Onboarding Committee
January 24th, 2023, 9:30 – 10:30a.m.

Meeting Facilitator: Ornella Matta-Figueroa

Meeting Notetaker: Jean Hamilton

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) 	
Guests & Public	

Agenda

Meeting Convened by Facilitator, _Ornella___ @ 9:44 AM	
1. Introductions & Check-in	<ul style="list-style-type: none"> ● Name, Nominating Organization, ● Check-in
2. OC going Forward	<ul style="list-style-type: none"> ● Collaborative process <ul style="list-style-type: none"> ○ Onboarding committee and staff co-create a list: ○ What is the function of this meeting ○ Dan - Address the logistics for a successful onboarding. What is left is to find out if there are loose ends. ○ Samantha - some specifics: is there something we can do to help with relationship building with VHCB or others, or help with a deep dive into the MOU. And discuss new plan for Jean's support person with Ana being on leave from the LAOB. One suggestion is for the onboarding committee to be the support team for Jean and Ornella ○ Susan - Hiring committee morphed into onboarding committee. Could our committee be an ongoing personnel support committee? <ul style="list-style-type: none"> ■ Value of institutional knowledge of staffing design. Ana may come back to the committee. Other LAOB members indicated that they have interest in the role, but do not have time currently. ○ How does it serve you?

	<ul style="list-style-type: none"> ○ Ornella - like the idea of meeting in committee and continuing with this group as a supervisory base, and will still most likely meet with everyone 1:1 ○ Samantha and Dan - yes, meeting as a committee makes sense. ○ Susan - name suggestion: Personnel Support Committee ○ Ornella - “practical magic” ✨ ○ Samantha - “hearth tending” a way to keep track of the things that need to be tended by. <ul style="list-style-type: none"> ○ What did we miss?/Loose Threads ○ Samantha - understanding how to improve accessibility and engagement for all of the appointing organizations of the board. ○ Are committees able to enter into executive session for sensitive discussions? <ul style="list-style-type: none"> ○ Duration (next two - three weeks?) ○ ACTION STEP - Jean update calendar after feb 28 to meet biweekly.
<p>3. Updates</p>	<p>Press Release -</p> <ul style="list-style-type: none"> ● ACTION STEP - Jean start and initial draft. ● Press release is an good opportunity for the LAOB to establish awareness of our identify. Can VHCB support the process with the release really coming from LAOB? <p>Relationship with VHCB</p> <ul style="list-style-type: none"> ● We have seen openness and care from VHCB for launching staff, supporting LAOB’s legislative process, and learning together through the development of administrative systems. <p>LAOB Stipends -</p> <ul style="list-style-type: none"> ● Susan - resolving bottlenecks around the stipends is an important equity issue. The stipend is an essential equity issue. If we aren’t stipending the people with lived experience, it skews the board to represent the individuals who are compensated by their work to participate. ● Ornella - Update on what action she and Jean have taken with VHCB to get stipends paid in a timely, reliable and accurate way. ● Jean - Thank you to Susan and other board members for highlighting how important reliable, timely per diem payments are for the mission of our work. Speaking up on this issue is helping us create the accessible, welcoming culture that is the centerpiece of the LAOB. ● Susan - administrative issues around reimbursements can be a real barrier and stumbling block. It is interference. ● Ornella - our next step is to meet with VHCB finance staff today at 12:30. We will review

	<ul style="list-style-type: none"> ○ What process is needed to ensure timely, reliable, accurate payments? ○ What board events are reimbursable? <p>Gratitudes</p> <ul style="list-style-type: none"> ● To staff ● To committee members for showing up ● To our team that functions like a team ● To good communication ● To the sounds of life, little baby noises ● To sleeping baby ● To the snow ● To clarity
<p>4. Process Check-in & Next Steps</p>	<ul style="list-style-type: none"> ● Next Steps - <ul style="list-style-type: none"> ○ Review Notes from previous meeting (1/24) ○ meet with VHCB finance staff to finalize board stipend process ○ Jean update committee meeting calendar ○ Jean draft press release announcing hiring of Directors ○ Bike Rack: Samantha - understanding how to improve accessibility and engagement for all of the appointing organizations of the board. ○ Bike Rack: Are committees able to enter into executive session for sensitive discussions?
<p>Meeting Adjourned at 10:33 AM</p>	