

West Central Vermont CEDS – Strategy Committee

Friday, April 16 – 10 AM to 12 PM

<http://www.doodle.com/polls/wizard.html> Please join the meeting by clicking:
<https://us02web.zoom.us/j/82062316313>

For those who would prefer to join by phone or those without a microphone on your computer, please dial in using your phone. (For supported devices, tap a one-touch number below to join instantly.)

Meeting ID: 820 6231 6313

One tap mobile: +16468769923,,82062316313#

Present:

Taylor Newton, CCRPC
Regina Mahony, CCRPC
Sam Andersen, GBIC
Seth Bowden, GBIC
Adam Lougee, ACRPC
John Van Hoesen, ACRPC
Fred Kenney, ACEDC
Amanda O'Connor, RRPC
Tyler Richardson, REDC
Sarah Pelkey, RRPC
Bonnie Waninger, CVRPC
Zachary Maia, CVRPC
Elena Juodisius, CVRPC
Jamie Stewart, CVEDC
Ken Jones, State of Vermont, ACCD

Taylor kicked off the meeting by welcoming everyone at about 10:02 a.m.

1. Changes/adjustment to agenda:

Taylor asked for any changes to the agenda. Hearing no additions, Taylor proceeded to the next item of business.

2. Minutes – March 19, 2021:

Amanda requested a motion to adopt the previous meeting minutes. Jamie Stewart moved acceptance of the previous meeting minutes. Regina Mahoney seconded the motion, which passed by voice vote.

3. Progress Reports:

Taylor reminded all that progress reports and invoices for the First quarter are due by yesterday, April 15th to Taylor so that CCRPC can submit them by the end of the month. He also noted the first report had been approved by EDA and would be paid soon.

4. Task #1 Update – Stakeholder Engagement Plan and Consultant RFQ

Adam noted the Public Stakeholder Engagement Plan is largely complete and available for review on the SharePoint site. It will remain a work in progress and we will take advice from our consultant regarding other outreach steps.

Adam next raised the Consultant RFQ. Adam noted the RFQ was distributed to a broad group of consultants on April 2nd. Responses are due on April 23rd. Adam noted that we would like to make a decision on who to hire by May 1st. In order to do so, Adam requested that the group appoint a sub-committee to review and approve the responses we receive and select a consultant. **Sam Andersen moved to appoint a sub-committee composed of Adam, Bonnie, Jamie, John, Amanda, and Sara to choose a consultant. Bonnie Waninger seconded the motion, which all approved.**

Taylor will begin drafting a contract for the chosen consultant.

John will send out a doodle poll to the sub-committee to choose a date to review and vote on the RFQ responses.

On April 23rd, John will collect the responses and share them with the sub-committee and post them on Sharepoint.

John also requested that those that had not already done so should update their list of Network Advisors to include email addresses so they are complete and available for the June meetings.

5. Task #2 Regional Economic Profile – CVRPC Zach Maia and Elena Juodisius

Elena reminded the Strategy Committee that CVRPC is in charge of choosing the data indicators that will comprise the regional economic profile. This profile will serve as the metrics against which the plan measures its accomplishments. Elena presented a list of data points that CVRPC had identified. She asked that all evaluate the data and asked what else is needed.

Elena noted that data by sub-region will be available in May for each region to inform the June Meetings. She expects to have all the data on the website by June.

Elena is looking for feedback regarding county profiles.

Zach and Elena will distribute the profiles ASAP.

They are looking for specific comments back by April 30th so they can have them available for the May meeting.

6. Task #2 SWOT SOAR Analysis – Sarah Pelkey and Amanda O'Connor

Amanda O'Connor briefly presented the website: www.westcentralvt.org It will remain password protected while it is still in development. Contact Amanda for the password if you would like to view it.

Amanda is also looking for high-resolution pictures from each region to populate the website.

Amanda and Sarah then presented the results of the SWOT analysis they had done for each region. They requested help from the group aggregating responses from the individual regional SWOTs into a SWOT for the entire region. They noted that there were not a lot of commonalities for the entire region and asked a series of questions.

Amanda asked for additional feedback on the full regional SWOT by April 30th.

She asked people to focus on Natural Resources and Housing.

Sarah presented the outline Rutland had created for the sub-regional June meetings. Each meeting will be held a week apart on a Thursday in June from 6:00 - 8:00 p.m.. The preliminary meeting schedule will be:

Public Meeting #1 (SOAR):

June 3 @ 6:00 pm: RRPC

June 10 @ 6:00 pm: ACRPC

June 17 @ 6:00 pm: CCRPC

June 24 @ 6:00 pm: CVRPC

Please try to switch with another RPC if the meeting date proposed does not work for your region.

RPCs shall be primarily responsible for this June meeting and should coordinate with RDCs for support. RDCs will be responsible for the second meeting, supported by the RPCs. All should plan on having facilitators available for breakout groups.

Fred Kenney volunteered to reach out to Sarah Audet to help serve as the technology coordinator for all meetings to ensure they run as smoothly as possible.

May Agenda and Next Steps

Taylor scheduled the next meeting for Friday, May 21th from 10:00 – 12:00.

Agenda items will include:

Stakeholder engagement - Adam, Consultant Selection Report, Outreach Timeline

Economic data profile - Elena Update.

SWOT and Website update - Amanda (The SWOT presentation will be the main item on the Agenda for May)

The June meeting will focus on logistics for our first meeting, gathering data, aggregating it, and responding back as appropriate.

Sam Andersen moved to adjourn. By unanimous consent, Taylor adjourned the meeting at 12:00.