

# West Central Vermont CEDS – Strategy Committee

Friday, June 16, 2023 – 10 AM to 12 PM

**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; Passcode: None

One tap mobile: +16468769923, 82062316313

Present:

Taylor Newton, CCRPC

Alex Demoly, GBIC

Sam Andersen, GBIC

Melissa Bounty, CVEDC

Christian Meyer, CVRPC

Hannah Andrew, ACRPC

Devon Neary, RRPC

Tyler Richardson, CDERR

Fred Kenney, ACEDC

Taylor kicked off the meeting by welcoming everyone at about 10:05 a.m.

## **1. Changes/adjustments to agenda**

Taylor asked for any changes to the agenda. Hearing none proposed, he continued.

## **2. Minutes – May 12, 2023**

Taylor requested a motion to adopt the previous meeting minutes. Fred moved to approve the meeting minutes. Sam seconded the motion, which passed unanimously.

## **3. Task #4 – Develop CEDS and Evaluation Framework**

### **a. Final CEDS:**

We are approved, after removing the cannabis language.

**b. Dashboard:**

Hannah and Alex have completed their website audit. All text and tabs should be up to date.

**4. Task #5 – Economic Trends and Statewide CEDS Coronavirus Appendix (ACCD)**

**a. Debrief meeting with ACCD and Guidehouse:**

Taylor is meeting with EDA and ACCD at 11:30 today to talk about lack of deliverables for this project. Taylor will update us after the meeting. Then there was a discussion of reactions from RPC members about the presentation from ACCD. Devin was surprised about the use of the money for this study/strategic plan without CEDS. Fred was also surprised there was no outreach to any economic development orgs throughout the process which led to wrong assumptions. Christian agreed and suggested it might be turned into a useful tool. Taylor was excited about the ability to make an economic development argument for waste water. Overall, folks agreed this tool is a small bang for the buck for \$1 million. ACCD will be the gatekeepers of this tool. The group generally agreed gatekeeping the tool was a mistake and that giving feedback to ACCD on this tool was neither welcomed nor useful.

**5. Task #1 – CEDS and Partnership Planning**

**a. Review draft Board presentation:**

Fred narrated a presentation that can be presented to your boards on the basics of what an EDD is and how it is beneficial. This presentation covers definitions, why be an EDD, and a schedule of the EDD process. Fred offered to make any changes requested and also said that each presenter can personalize it for their board.

The group discussed the question of how long it takes to get approval. There is no straightforward answer for time from application to approval. Taylor will ask at his meeting today with EDA and ACCD how long it will take between approval and receiving funding.

**b. Draft EDD documents:**

Send track changes for typos/grammar back to Adam with track changes.

MOU: no comments.

Standards of conduct policy:

- Melissa suggested adding a whistleblower provision and will share CVEDC's language for a whistleblower provision.
- The group also discussed wishing to add language that would disallow the EDD giving donations.

Subrecipient Oversight Monitoring policy: The group was confused on point (6) referring to subrecipient audits. Will ask Adam for clarification in July.

Bylaws:

- Article IV's 2 year terms for board of directors was approved.
- Christian needs to get feedback from his board on Article V's 9 member board set up.
- Fred suggested that there should always be two RPCs and two RDCs.
- Christian discussed the need to figure out how to find private business members representative of the full EDD region. The group floated the solution of selecting one private business rep from each of the counties.
- Private members cannot be fiscal agents, whether private members can be treasurer is an open question.
- Will discuss in July if private members can be chair.
- Group agreed that lack of attendance is a reason for removal of a member.
- Group discussed if there is a need for a four member executive committee and will ask Adam about this provision at the July meeting.
- Group agreed to change the term 'vice president' to 'vice chair.'
- Group discussed if the treasurer and fiscal agent must be two different people at the same organization and we will revisit this in July.
- Group discussed VI (G), the hiring/payment procedures for program staff. This will be revisited in July.
- Need to clarify distinction between volunteer and fiduciary board.

***At 11:22am , Sam suggested that we needed to shift the rest of the discussion of the bylaws to the next meeting because Taylor had to leave at 11:30. The group agreed.***

**6. Grant Closeout**

- a. All invoices and progress reports to CCRPC by July 15 (or earlier).

**7. Upcoming Meetings**

- a. July 28 - in person meeting at National Life Building (CVEDC). Video conferencing will be

available.

b. August 18

c. September 15- Aim for passing the MOU with your boards by September meeting.

d. October 20

8. Adjournment

Sam moved to adjourn. Fred seconded the motion to adjourn. By unanimous consent, Taylor adjourned the meeting at 11:28.

Respectfully submitted,

Hannah Andrew