

# West Central Vermont CEDS – Strategy Committee

Friday, August 19 – 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

One tap mobile: +16468769923,,82062316313#

Present:

Taylor Newton, CCRPC  
Regina Mahoney, CCRPC  
Adam Lougee, ACRPC  
Dana Hanley, ACEDC  
Fred Kenney, ACEDC  
Tyler Richardson, CEDRR  
Bonnie Wanniger, CVRPC  
Jamie Stewart, CVEDC  
Melissa Bounty, CVEDC  
Devon neary, RRPC  
Ken Jones, ACCD

Taylor kicked off the meeting by welcoming everyone at about 10:03 a.m.

## 1. Changes/adjustment to agenda:

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

## 2. Minutes – July 15, 2022:

Taylor requested a motion to adopt the previous meeting minutes. **Tyler Richardson moved acceptance of the previous meeting minutes. Fred Kenney seconded the motion, which passed by voice vote.**

**3. Economic Development District Creation.** Adam shared the documents he had drafted and discussed his, Taylor and Charlie’s meeting with Mathew Soladowski from EDA. Generally the documents as they are drafted work and Matt addressed Charlie’s concerns. The group asked for two changes to the documents:

1. Change the language in paragraph 2 concerning the composition of the Governing Body to specifically state that the Governing Body will include two RPCs and two RDCs so all four regions are represented.
2. Change the language surrounding the fiscal agent to the following, **“Treasurer of the Governing Body must be from an RPC or RDC that is not serving as the Fiscal Agent”**

Nest Taylor outlined the steps necessary to adopt the CEDS and create, an EDD should we choose to do so as follows:

## Process and Timeline to Create an EDD

### 1. Local Approval of CEDS

- No EDA-prescribed way to accomplish “local approval”
- EDA considered our proposal that each partner RDC and RPC Board pass a resolution approving the CEDS to be appropriate. **Ideally, passage of this resolution would occur at each partner’s October Board meeting.** This resolution would just pertain to the CEDS. This is NOT the resolution for the MOU to create an EDD.
- For those RPCs that are planning to “adopt” the CEDS as a part of a Regional Plan: that can be done separately at a later date. I believe our plan is to do that at CCRPC in the spring of 2023 when we readopt the ECOS Plan.

### 2. EDA Approval of CEDS

- CCRPC would submit CEDS to EDA for approval. EDA typically provides approval between 30 and 60 days after submittal.
- Ideally, EDA approval would come before closing out the EDA grant (90 day deadline – due December 31, 2022)

### 3. Closeout EDA Planning and Technical Assistance Grant

- CCRPC closes out grant by December 31, 2022

### 4. Approval of MOU by RDC and RPC Boards

- Could plan on January 2023

### 5. EDD Application

- We could submit an application in Winter 2023
- No application fee
- Application requirements – see below.
- Concurrence of the State – letter from the Governor

Lastly, Dana suggested, and the group agreed, that we should nail down a funding source for the Managing Director PRIOR to forming an EDD.

4. **Budget:** Taylor shared a draft budget revision based upon spending to date. All approved the changes. **Taylor will send out budget amendments for all by August 30th.**

### 5. Task #4 - Creation of a CEDS:

All have released the CEDS to their regions. **Taylor noted we have about 40 comments in Conveyo to date. The group agreed to keep comments open until September 9th. ALL MUST WORK TO SECURE MORE COMMENTS AND ENGAGEMENT!**

### 6. Task #3 - Engagement

- a. Revised Engagement Strategy - Our engagement efforts are listed below. We have not completed our outreach to underrepresented groups. That outreach is going on over the summer and will be done by August 30th. We will review the report by VPOC at our first September meeting. **Our Sub-committee will review all comments we receive on the CEDS.**
- b. Additional Engagement.
  - i. Review other plans - completed
  - ii. First workshop - SOAR - completed
  - iii. Individual outreach - completed
  - iv. Employer survey - completed
  - v. Release CEDS for public comment - Completed June 27
- c. Focus Groups. **CVRPC/ACRPC will complete as part of outreach.**

- d. Individual Contact lists. Completed.
- e. Video Introduction. Completed, **Taylor reminded all that we have a short video to introduce the CEDS. All of us should post that video and the draft CEDS to our website. Melissa will resend it today.**
- f. Board Presentations. **RDCs/RPCs bring the draft CEDS to our boards by the end of OCTOBER.**
- g. ACCD CEDS Presentation/website. Ken Jones intends to put up his work on a website at ACCD. He intends to link actions to funding sources. Clicking on a map of the West Central EDD on the ACCD website will bring the user to the West Central EDD website. **Ken committed to sending his work for review by the end of the day.**
- h. BIPOC: **Report by August 29th. Taylor will distribute on the 30th.**

**7. Google Drive:** John has created a google drive. **Taylor has uploaded all docs to a google drive folder. He will share that folder with all members of the committee after the meeting. Melissa volunteered to help him.**

**9. September, 2022 Agenda THREE MEETINGS, September 9th, 16th and 28, 29 or 30th -** Revised EDD Documents and Schedule, Engagement Reports/Comments on Draft CEDS to date, Consultant Outreach efforts, Overview ACCD Website, Budget. Prior to August 30th Taylor will send out the VPOC Report, Will send all comments on the CEDS received to date, will send a doodle poll for our last meeting on September 28,29, or 30th to finalize the CEDS.

**10. Homework - Share Google Drive Folder (Taylor/Melissa) Complete Focus Groups (All), Public Outreach for CEDS review (All), Revise EDD documents (Adam), Complete ACCD website and plan (Ken), Find an alternative Contact at ACDD (Ken) Manage BIPOC outreach (Taylor), Create summary of why form an EED (Taylor) Schedule Review and Vote of CEDS by our Boards for October (all)**

**11. Adjournment - Jamie moved to adjourn, Bonnie seconded the motion. By unanimous consent, Taylor adjourned the meeting at 11:18.**

Respectfully submitted, Adam Lougee