



Chamber and Economic Development of the Rutland Region Board of Directors Meeting
Tuesday, August 16th, 2022 | 8:00 a.m.

Via Zoom:

<https://us02web.zoom.us/j/85287569383?pwd=YXJXY1ZmaG80eUp0cTlHalFxOEI3dz09>

Agenda

- Call to Order John Casella II, President
- Approval of Minutes from June 21st, 2022 (pages 2-22) John Casella II, President
- Executive Director's Report Lyle Jepson
 - Introduction: Kim Griffin, Executive Director of The MINT
- Committee Reports
Nicole Kesselring, Chair
MaryAnn Goulette, Co-Chair
Russ Marsan, Chair
Eric Mallette, Chair
Karen Garrow, Chair
Tyler Richardson
Shana Louiselle, Co-Chair
 - Real Estate (see attached materials, page 23)
 - Marketing
 - Business Development (see attached materials, page 24)
 - Events
 - Finance (see attached materials, pages 25-26)
 - Policy
 - DEI Committee (see attached materials, pages 27-28)
- Old Business
- New Business
- Adjournment

Upcoming Meetings and Events:

Parade of Heroes / Whoopie Pie Festival on Center Street – Saturday, August 27th, 12:00 p.m. – 10:00 p.m.
Real Estate Committee – Wednesday, September 7th, 8:00 a.m. – 9:00 a.m.
Marketing Committee – Thursday, September 8th, 12:00 p.m. – 1:00 p.m.
Finance Committee – Tuesday, September 13th, 8:15 a.m. – 9:15 a.m.
CEDRR Mixer (NewStory Center) – Tuesday, September 13th, 5:00 p.m. – 7:00 p.m.
Business Development Committee – Wednesday, September 14th, 8:00 a.m. – 9:00 a.m.
Events Committee – Thursday, September 15th, 8:00 a.m. – 9:00 a.m.
DEI Committee – Friday, September 30th, 12:00 p.m. – 1:00 p.m.
Board of Directors – Tuesday, September 20th, 8:00 a.m. – 9:00 a.m.



Board of Directors Meeting Minutes | Tuesday, June 21st, 2022 | Via Zoom

Present: John Casella II, Shana Louiselle, Karen Garrow, Nicole Kesselring, Sue Bishop, Rolf Hirschmann, Amy Laramie, Greg McClallen, Kelley Robinson, Cameron Schaefer, Ed Bove, Brennan Duffy, Leslie Classen, Heather Starzynski, Lyle Jepson, Olivia Lyons, Tyler Richardson, Chrispin White

The meeting was called to order at 8:01 a.m.

Motion: Nicole moved to accept the minutes from May 17th, 2022. The motion was seconded by Rolf and passed unanimously.

Real Estate Committee

Nicole reported CEDRR submitted a grant in June to support the expansion of the Airport Business Park. The Killington TIF process continues to move forward in a positive way and the VEPC board will meet again in June to discuss this. The Rutland City TIF committee continues to study the viability of a TIF. Enman Kesselring has been hired from an RFP process to perform work related to the market study the Housing Authority is putting together for the CSJ campus.

Marketing Committee

Olivia reported on the Weekend Getaway, set for the end of September, reporting the responses have been great and she has interviewed many people who are eager to participate in the Getaway. She is working with the towns to create a scavenger hunt for the participants to encourage regional exploration.

Business Development Committee

Russ reported we have applied for a \$50,000 grant through the USDA Community Facilities grant program for equipment for The HUB, and as a part of that process set up the committee meeting as a public information session and an opportunity for folks to hear about the application and ask questions. We are hoping to open the Hub in August, although we've experienced delays in furniture and equipment delivery. The Rutland City business plan competition is looking for mentors and technical assistance providers willing to provide support services for emerging businesses as a part of this program.

Events Committee

Chrispin reported we are working on the Whoopie Pie Fest and Parade of Heroes, and we've lined up Dream Maker Bakers out of Killington to make the big whoopie pie. Mixers and other events are being planned, as well. Chrispin thanked everyone who attended the previous mixer at the Airport which had a tremendous turnout.

Finance Committee

Karen reported we held a brief meeting this month to review the financials, get an update on the audit process, and hear an update on the grants CEDRR has been working on. We are still working with one delinquent IRP borrower to determine a resolution to the delinquency.

Policy Committee

We held our final Legislative Breakfast on Monday, May 23rd, at 7:30am at Southside Steakhouse to wrap up the legislative session.



DEI Committee

Shana reported the committee met in May to discuss diversity on CEDRR boards and committees. The committee recommends having a public outreach component to the board nominating process this year to let the community know we're holding an open call for board members – we want to make sure we develop a broad pool of candidates. This work is in alignment with the board diversity audit the committee has been conducting.

Executive Director's Report – Lyle Jepson

Lyle introduced Leslie Classen, RPMC Director of Human Resources, who joined us today to discuss the DEI efforts at RPMC. (presentation is attached to these minutes)

Old Business

None.

New Business

Ed announced that this will be his last meeting, as the RRPC has hired Devon Neary as the new Executive Director and they are in the process of transitioning the position. The directors congratulated him and thanked him for his work. Our next meeting is scheduled for Tuesday, August 16th, at 8:00 a.m.

Adjournment at 9:05 a.m.

RRMC's Diversity, Equity & Inclusion Journey



Integrity

Diversity & Inclusion

Caring

Teamwork

2019 RPMC established a Diversity, Equity & Inclusion Steering Committee




Goal as an employer:

Create an organization that excels at recruiting and retaining staff who identify as members of marginalized communities.

Goal as a health care provider:

Create a system of care that actively resists cultural biases to provide care that both respects the identities of those seeking care and is clinically equitable for marginalized and non-marginalized communities.

DEI Committee Charter



Vision: To build a dynamic and inclusive organizational culture that encourages, celebrates, and values diversity.

Mission: At Rutland Regional Medical Center, Diversity, Equity, and Inclusion are at the core of our Mission, Vision and Values. We understand that we offer healthcare services to a diverse community of people that trust us to provide them with high-quality and patient-centered care. As community leaders and healthcare providers, we advocate for the health and wellness of our patients, their families, our community members, and each other. We use empathy to connect with and support one another. We understand that we have a duty to identify and eliminate health inequalities, especially for those who have historically faced inequitable access to healthcare. We strive to create a workforce that reflects our community. To optimize employee engagement, patient outcomes, and the health of our community, we are committed to creating a culture where all persons feel included and valued.

Membership: The Committee is chaired by the Director of Marketing. The CEO is an ad hoc member that receives monthly updates from the chair and is the liaison between the Committee and the Board of Directors. The VP of Human Resources is the Executive Sponsor for the Committee. Members include: President of the Medical Staff, Manager of Social Work, a Nursing Representative, a Physician representative, up to 5 Frontline Staff Members, and up to 3 PFAC members.

Responsibilities: The Committee supports the organizational Diversity, Equity, and Inclusion program with the evaluation and implementation of best practices to support the strategic goals in every department throughout the organization. This includes but is not limited to employee engagement initiatives, educational offerings, and quarterly communication. The Committee recognizes leaders, staff and community members for their contributions to Diversity, Equity, and Inclusion.

Scope of Authority: The Committee is a multidisciplinary organization-level decision-making group that works closely with the CEO and Executive Sponsor in developing a work plan that is in alignment with the organizational Strategic plan. Leadership Council will approve all initiatives before they are placed on the formal work plan and will receive quarterly progress reports.

Subcommittees: There are two subcommittees: Structural Equity and Education & Engagement.

- **Structural Equity:** The purpose of this subcommittee is to evaluate and assist in developing organizational operations that reflect a culture of diversity and inclusion including, but not limited to recruiting, hiring, and reimbursement, policy development and implementation, EMR structure/support, evaluation, and development of quality indicators.
- **Education & Engagement:** The purpose of this subcommittee is to support, recommend, and develop a D&I education annual plan. Development and feedback for educational materials is expected.

Oversight: The Committee Chair and Executive Sponsor will meet monthly with the CEO to provide informational updates on work plan and progress. The Committee Chair and Executive Sponsor will provide a quarterly presentation to Leadership Council and a bi-annual presentation to the Board of Directors.

Diversity, Equity, and Inclusion Strategic Plan			
Goal Area	Strategic Goal Statement	3-Year Strategic Goals	1-Year Tactical Goals
Organizational Brand Leader: Traci Moore	Develop internal and external DEI communication priorities and standards.	1. Engage 3 rd party outside resource to evaluate organizational brand.	1. External page on RRMC.org. 2. Communication strategies. 3. Updates to photo library.
Workforce Leader: Brian Kerns	Incorporate DEI into an organizational employment value proposition.	1. Review and tailor talent marketing program to align with org DEI brand. 2. Create attraction, retention, and employment programs to increase the diversity of the workforce. 3. Promote culturally competent employment.	1. Continuing Education Needs Assessment. 2. Conduct staff DEI training. 3. Evaluate the workforce diversity demographics against the community demographics.
Equity of Care Leaders: Phil Lapp, M.D., Carol Egan	Identify and eliminate health disparities and become a leader in the promotion of health equity.	1. Optimize equity of care data collection capability. 2. Use equity of care data to identify and address areas offering improvement opportunities. 3. Promote culturally competent care.	1. Assess EMR capability and registration processes to capture patient demographic and identification information. 2. Leverage Press Ganey resources.
Leadership Development Leaders: Priscilla Latkin, Lesley Classen	Educate and train leaders to culturally transform the organization.	1. Conduct a leadership demographic assessment. 2. Develop plans to address areas offering improvement opportunities. 3. Develop ongoing leadership DEI training and education program.	1. Plans for LDIs. 2. Conduct leader DEI training. 3. Evaluate the leadership diversity demographics against workforce diversity demographics, including volunteer workforce.
Culture / Organizational Support Leaders: Brian Kerns,	Create work and care policies and programs that promote DEI.	1. Gather information to understand the experience of employees who feel underrepresented. 2. Identify gaps in available resources and programs. 3. Create plans to address areas offering improvement opportunities.	1. Consider a DEI Coordinator role. 2. Explore the use of Affinity Groups. 3. Identify partners in the community and create resources. 4. Create a Values Statement.

Organizational Brand: Develop Internal & External DEI Communication Priorities & Standards.



Updated RPMC Brand to showcase Core Values: include Diversity & Inclusion



Revised the DEI Charter

Assessment of job postings and other public facing communications for hidden bias.

Talent Marketing Advertisement reflect RPMC Diversity & Inclusion

Created a DEI Newsletter, DEI@rrmc.org for staff access to DEI Steering Committee

CEO Updates and Calendar Announcements focused on DEI communication & Events

Workforce:

Incorporate DEI Into an Organizational Employment Value Proposition



Continuing Education Needs Assessment

Conducted All Staff and Physician Diversity, Equity & Inclusion Training.

Evaluate workforce diversity demographics against the community demographics. (Rutland Regional's staffing is more diverse than Vermont overall state averages.)

Review and tailor talent marketing program to align with organizational DEI Brand.

Create attraction, retention and employment programs to increase the diversity of the workforce.

Promote culturally competent employment.

DEI was highest scoring engagement area in 2021 Employee Engagement Survey

Include DEI in Service Excellence Programs.

Equity of Care:

Identify & Eliminate Health Disparities & Become A Leader in the Promotion of Health Equity



Evaluation of registration process to ensure appropriate language and tools capture racial and gender identity and is available to treating providers/staff.

ED providers and clinical staff have:

- Substance Use Disorder training,
- Medication Assisted Treatment training and
- Engage with community partners to support events that end stigma and
- Develop clinical pathways for patients once they leave the hospital.

Assessment of Patient Satisfaction Survey to determine if they adequately capture experiences of marginalized communities.

Enhanced internal data collection to assess whether members of marginalized communities receive differences in clinical care (5 measures of social determinants of health: food insecurity, housing instability, transportation needs, utility difficulties and interpersonal safety).

Leadership Development: Educate & Train Leaders to Culturally Transform The Organization



Conducted Leadership Diversity, Equity & Inclusion Training.

Evaluate leadership diversity demographics against workforce diversity demographics (including volunteers)

Conduct Leadership assessments & ongoing leadership DEI training and education programs.

Commit to 20% of all leadership development having DEI linkage

Offer participation in self-guided DEI education opportunities (i.e., 21 Days to Racial Equity)

Culture/Organizational Support: Create Work & Care Policies & Programs That Promote DEI



Identify partners in community and create resources

Create a Values Statement

Information Gathering/Event Reporting to understand the experience of employees who feel underrepresented.

DEI Book Club Discussion

Support community events (BIPOC Vaccinations, NAACP Hair Braiding, Pride Parade participation, Black Lives Matter Flag, Rutland Welcomes)

Institute for Patient & Family Centered Care Conference: Reflecting on Inclusion, Diversity, Race and Health Equity.

Partner with VAHHS and other hospitals to develop a statewide hospital DEI statement.

We strive for excellence by creating a ***Diverse and Inclusive*** workplace and community:

Our differences make us stronger.

- I value the unique needs of each individual to ensure their experience is without bias.
- I respect the beliefs, culture, nationality, race, gender, gender identity, sex, sexual orientation, age, personal challenges and socioeconomic status of others.
- I support efforts to address healthcare disparities in our community.
- I encourage diversity of ideas and ask for input/feedback from others.
- I welcome and accept individuals with diverse points of view and backgrounds while at work and in the community.
- I work to understand the prevalence of implicit bias and its negative impact on our relationships and equity of care.

Integrity

**Diverse &
Inclusive**

Caring

Teamwork

Support You

"I receive the necessary support from employees in my department and others to help me succeed in my work."

We listen to employee feedback & promote a workplace that is inclusive and free of intimidation, discrimination, harassment and retaliation.



- Anyone who observes or experiences any form of the above must report these to a Leader, Human Resources &/or Compliance Hotline 866-403-5245.
- Employee Relations: concerns or questions regarding policies, workplace environment etc. 747-3783



Professional Conduct General Event Information

Workplace Violence:

An act or threat occurring at the workplace that can include any of the following: verbal, nonverbal, written, or physical aggression; threatening, intimidating, harassing, or humiliating words or actions; bullying; sabotage; sexual harassment; physical assaults; or other behaviors of concern involving staff, licensed practitioners, patients, or visitors.

To view the RRMV Workplace Violence policy select the link below.

[*Workplace Violence Prevention and Response Program*](#)

Published on October 20, 2021

BIPOC COVID-19 Vaccine Booster Clinic Scheduled at Rutland Regional Medical Center

Rutland Regional Medical Center, in cooperation with the Rutland and Windham County NAACP, the Windham County United Way and the Vermont Department of Health, is hosting a COVID-19 booster clinic for the Black, Indigenous, People of Color (BIPOC) community. BIPOC individuals who are 18 years or older and who are more than six months beyond their last COVID vaccine dose (Pfizer) are eligible to receive the COVID-19 booster.

"We are very pleased to work with our partners and with Rutland Regional Medical Center to provide a COVID-19 booster clinic for the BIPOC community," said La'Keiah Gillespie, Clinical Coordinator for the BIPOC COVID-19 Vaccine Booster Clinic and Health Chair for the Rutland Branch of the NAACP. "COVID-19 disproportionately affects people in the BIPOC community, and we must do whatever we can to help protect them from the COVID-19 virus."



Rutland Regional to Host **BIPOC** Hair Clinic

We are excited to host a hair clinic for **BIPOC** kids on Saturday, February 26. This is an important way to support the mental and emotional health of **BIPOC** children and youth in our community. [Click here](#) to learn more.

"Having this clinic to show them how to do it or even just to have people to do their children's hair for them is beneficial. When we did the four clinics last year, the kids felt so good. The happiness on their faces (because) their hair was actually done," she said. Saturday's clinic is scheduled to happen at Rutland Regional Medical Center, which is a partner in the event. Batista Sanchez said the people at the Rutland hospital recognize the clinics do more than help kids with their appearance.

"Because of the pandemic, our children have become more and more depressed. Just being able to give them a little pep in their step because, 'Oh, I got my hair done' 'I look good.' Even if it's just a temporary thing," is important she said.

CEO Update

from Claudio Fort

May 26, 2021

Rutland Regional Places High Value on Diversity, Equity, Inclusion

Last week, the Vermont General Assembly took up a resolution declaring that racism is a public health emergency. The resolution shared some startling statistics about race and health care in our state. You can read the [text of the resolution here](#).

According to the resolution, non-white Vermonters

- had a COVID incidence rate roughly triple that of white Vermonters
- are less likely to have a personal doctor
- are less likely to report getting needed emotional and social support
- are more likely to be worried about food security
- are more likely to be homeless

Medicine has a checkered history with diversity and inclusion, even here in Vermont. These problems are so well known in the medical community that the New England Journal of Medicine has a special section of its website devoted to the topic of [Race and Medicine](#).

The leadership at Rutland Regional is committed to making our hospital a place where everyone -- patients, visitors and employees -- can feel safe, regardless of their race, sexual orientation, religion or any of the hundreds of other markers we use to separate ourselves into "us" and "them." This is why our Board of Directors adopted Diversity and Inclusion as one of our four core values.





CEO Update

from Claudio Fort

May 26, 2021

Rutland Regional Places High Value on Diversity, Equity, Inclusion

As one of Vermont's largest institutions, we must lead on issues like this. It is not only the right thing to do, but a culture of diversity, equity, and inclusion is **essential** for us to fully meet our mission, and it creates higher morale, better care, higher staff recruitment and retention, better problem solving and communication, and better results.

I ask that you join me in opening yourselves to discomfort and learning more about issues of bias, privilege, equity and structural racism to ensure Rutland Regional remains a great place for employees to work and patients to receive care.

CEO Update, June 14, 2022



CEO Update

To ○ Lesley D. Classen

Celebrating 155 Years since the Emancipation



Juneteenth, or Freedom Day, marks 155 years since the Emancipation Proclamation reached Texas, freeing the last enslaved people in America more than two years after it was signed. Today we celebrate freedom, and will not stop fighting until we all have it.

The official website for Juneteenth (Juneteenth.com) has a remarkable amount of information if you would like to learn more. The website also includes ideas for celebrating this significant moment in our nation's history such as gathering with friends and taking quiet time to reflect.



June Is Pride Month

Dear Colleagues,

Last year, Rutland Regional celebrated Pride Month with a large “All Are Welcome Here” banner on the side of our building. For safety reasons, we have chosen not to put that large banner on the building and instead are installing two banners on our campus for this year's recognition.

Proudly displaying the pride banner sends several important messages. For people who are not cis-gendered or heterosexual, it says that Rutland Regional is a safe space for them, that they can trust our care providers, that their health and wellbeing is our primary concern, and that we will treat our LGBTQ+ patients with respect and dignity. The banners also reinforce our values with employees and send a clear message to our community: That we, one of Vermont's largest organizations, welcome diversity and stand firmly against discrimination.

Research shows that organizations with greater diversity are more creative, have higher employee satisfaction, and generally are more successful than less-diverse organizations. It's easy to see why this is the case: medical care continues to grow more sophisticated; the patients we serve have vastly different backgrounds, values, and goals; and more diverse perspectives result in more innovative and insightful solutions to the increasingly complex problems we are facing in healthcare today.

That said, we still have a long way to go, in our society and in our organization. Lending our voice to support diversity will make us better in the long run and ensure we are advancing our Mission, Vision, and Values.





Real Estate Committee Meeting Minutes | Wednesday, August 3rd, 2022 | Via Zoom

Present: Nicole Kesselring, Sue Bishop, Mark Foley, Andy Paluch, Heather Starzynski, Mark Werle, Lyle Jepson, Tyler Richardson

The meeting was called to order at 8:02 a.m.

Tenant Transition at 112 Quality Lane

A tenant in the building is inquiring about the possibility of vacating a portion of their space as early as January 2023, earlier than what is outlined in the lease. There has been no formal request and we are in the information-gathering phase at this point. Their lease is up in April of 2024. We have an immediately interested party should this space become available. The space is a mix of industrial and renovated office space and the committee discussed potential rates and terms. Locking in a longer term is perhaps the most important consideration above the lease rate, with a five-year lease with two additional five-year options being the suggested term. The committee determined an appropriate rate would be \$4.95 for the first two years with the standard CPI-based escalations moving forward but cautioned to remain flexible on the rate until we have a better sense of the costs of any necessary renovations. The committee asked staff to move forward with the negotiation process with the tenant. Mark W. recused himself from the conversation citing a potential conflict. Tyler updated that the paving is underway and should be done by the end of the week.

TIFs Update

The Killington TIF has been approved and they will be putting a bond vote before the voters in November. Negotiations are happening with Great Golf to put in 300 condos over the next ten years as a part of the project. The committee discussed the old Killington Valley marketing campaign.

Rutland Airport Business Park NBRC Update

Tyler gave an update on the NBRC grants for the Rutland Airport Business Park. The grant has been submitted but we are still waiting to hear back from the granting agency.

Old Business

Lyle updated on the Rutland City TIF process, which is moving slowly through the initial due diligence phase. The CSJ feasibility study is about to go public, which will include a public engagement and feedback process. Heather reported the VHIP program was overprescribed during the first round, with 100 applicants for 24 available funding slots – the second round will be much more substantial and Heather will keep us updated.

New Business

None.

Adjournment at 8:31 a.m.



Business Development Committee Meeting Minutes **Wednesday, August 10th, 2022 | Via Zoom**

Present: Brennan Duffy, Rick Gile, Jerry Hansen, Jenney Izzo, Bernie Krasnoff, Liz Weinman, Trevor Weltman, Lyle Jepson, Tyler Richardson

The meeting was called to order at 8:04 a.m. The minutes were tabled until the next meeting due to a lack of quorum.

Introduction: Trevor Weltman

Lyle introduced Trevor Weltman, who recently moved to Poultney with his wife and was introduced to us by Greg Cox. He has a background in tourism and business development in the Pacific Asia region and he is looking for ways to make a difference in the community, reaching out to many people and organizations and discovering ways he can make an impact. Having joined the board of directors of ReClaimed in Poultney, he is looking for ways to fundraise and build partnerships for the organization, as an example of his immediate local engagement. The committee encouraged Trevor to stay connected to the committee and the organization for ways we can help one another.

Hub Update

The opening of The HUB has been delayed due to a delay in furniture and equipment delivery. We are hoping to open in October. We are processing the \$50,000 USDA grant and have begun purchasing equipment. We have begun exploring options to fulfill our personnel needs for The HUB, meeting with a variety of individuals interested in furthering the development of the project. These individuals have come to us by word of mouth, and we are recommending we broaden our outreach for personnel needs among the regional innovation space networks. We are hesitant to hire until we have further funding in place, but it seems like an appropriate time to begin a search. Lyle, Tyler, Rick, Mark, and Liz will get together to flesh out the initial approach to personnel, and Trevor offered to be a resource. The group discussed marketing The HUB and developing early interest and demand, perhaps in conjunction with World Cup in November.

MINT Update

The MINT hired Kim Griffin as their first full-time Executive Director, who started a few weeks ago. We will invite Kim to the next meeting to introduce herself.

Old/New Business

None.

Adjournment at 8:59 a.m.



Finance Committee Meeting Minutes | Tuesday, August 9th, 2022 | Via Zoom

Present: Karen Garrow, Jess Anderson, Chris Keyser, Russ Marsan, Deb Quirk, Andrew Simonds, Lyle Jepson, Tyler Richardson

The meeting was called to order at 8:18 a.m. Chris moved to accept the minutes from Jun 14th, 2022. The motion was seconded by Andrew and passed unanimously.

CEDRR Internal Financials

The committee reviewed the financial reports including the CEDRR P&L, balance sheet, and regional marketing activity. Tyler reported the FY21 audit will be completed very soon, and a presentation is scheduled for the September meeting. The paving is underway at 112 Quality, and some issues will likely double the anticipated cost of the project.

Revolving Loan Fund

All loan clients are current on payments except for loan #108-01-01. Tyler is scheduling a meeting with the other lenders to discuss the issue and Chris offered to attend. We will report more information back to the committee.

Draft FY23 Budget

The committee reviewed the draft budget for FY23. Although there is a lot of unpredictability in the year ahead with The HUB transition, there are fundamental activities we can budget for that are core to the CEDRR organization. After reviewing the budget, the committee asked staff to increase the expense line for 112 Quality Lane repairs by \$30,000 and balance the budget accordingly and appropriately.

Jess moved to recommend to the CEDRR Board of Directors approval of the FY23 CEDRR budget as presented pending the increase to the 112 Quality Lane repair line item by \$30,000. The motion was seconded by Andrew and passed unanimously.

Old Business

We have been awarded a \$50,000 USDA grant for equipment for The HUB, and we have begun ordering equipment that will be funded by this grant.

New Business

None.

Adjournment at 9:13 a.m.

FY23 Budget, CEDRR		8/10/2022
	FY23	FY22 Budget
REVENUE		
112 Quality Lane	\$ 259,585	\$ 231,294
Events	\$ 82,450	\$ 16,000
Regional Marketing Initiative	\$ 121,779	\$ 119,000
IRP	\$ 62,116	\$ 64,200
Advertising	\$ 27,500	\$ 19,000
Misc	\$ 17,200	\$ 8,400
Fees for Service	\$ 213,740	\$ 120,383
Membership	\$ 220,324	\$ 170,420
Total Revenue	\$ 1,004,694	\$ 748,697
EXPENSE		
	FY22	FY21 Budget
112 Quality Lane	\$ 210,215	\$ 138,635
Events	\$ 45,300	\$ 8,000
Regional Marketing Initiative	\$ 121,779	\$ 104,650
IRP	\$ 38,700	\$ 38,700
Advertising	\$ 15,000	\$ 7,000
Misc	\$ -	\$ -
Operations	\$ 573,700	\$ 446,249
Total Expense	\$ 1,004,694	\$ 743,234
NET INCOME / LOSS		
	\$ (0)	\$ 5,463
VEDA Principal - Qualitat Mortgage	\$ 34,500	\$ (27,000)
VEDA Principal - Qualitat Roof	\$ (10,000)	\$ (8,912)
Principal Loan Payments Made to CEDRR	\$ 140,498	\$ 98,734
IRP Principal Payments to USDA from CEDRR	\$ (7,400)	\$ (78,307)
Accumulated Depreciation	\$ 32,400	\$ 32,400
NET CASH FLOW	\$ 189,998	\$ 22,378

BALANCE SHEET SNAPSHOT

CEDRR Accounts (as of 7/31/22) \$ 1,329,257

Categories

RMI	\$ 96,811
IRP	\$ 336,624
HUB	\$ 13,229
EVENTS	\$ 87,279
OP	\$ 794,634

	FY23	FY22 Budget
REVENUE	\$ 1,004,694	\$ 748,697
112 Quality Lane	25.8%	30.9%
Events	8.2%	2.1%
Regional Marketing Initiative	12.1%	15.9%
IRP	6.2%	8.6%
Advertising	2.7%	2.5%
Misc	1.7%	1.1%
Fees for Service	21.3%	16.1%
Membership	21.9%	22.8%
	100.0%	100.0%
EXPENSE	\$ 1,004,694	\$ 743,234
112 Quality Lane	20.9%	18.7%
Events	4.5%	1.1%
Regional Marketing Initiative	12.1%	14.1%
IRP	3.9%	5.2%
Advertising	1.5%	0.9%
Misc	0.0%	0.0%
Operations	57.1%	60.0%
	100.0%	100.0%



**DEI Committee Meeting Minutes
Monday, August 8, 2022**

Present: Shana Louiselle co-chair, Traci Moore, Lyle Jepson, Thomas Franco, Olivia Lyons

The meeting started at 12:04pm. The topic of discussion included:

- review of the Board demographic and skill survey with recommendations for the Executive Committee regarding demographics and skill sets needed, and
- review of the press release seeking nominations to the board.

Board demographic and skill survey

Given the results of the survey, the committee agreed that the following areas may warrant attention and will be forward to the Executive Committee for consideration:

- Residents who have been in the region less than 10 years
- Representation younger than 35
- Racial diversity
- Special needs diversity
- Representation from the south-western part of Rutland County (Poultney-Fair Haven)
- Skill sets including Digital Economy, Hospitality, Education, Entrepreneurship, Economic Equality/Community Development (i.e. BROCC)

There was also discussion about adding an ad-hoc position from Castleton University and/or CCV. This will require a bylaw change.

Press Release

The Executive Committee was provided with the press release and proposed process. Other than encouragement to proceed, no feedback was suggested. A final copy of the press release will be sent prior to distribution to the public. The committee, by way of Olivia, will send out the press release on Wednesday, August 10th to the following:

- The CEDRR media list
- The Vermont Professionals of Color Network
- Project Vision
- CEDRR social media, asking others to “share”
- CEDRR’s 1,600 newsletter recipients
- NAACP Rutland Chapter
- RYP
- Social Tinkering
- Come Alive Outside
- Rutland Mental Health
- ARC Rutland
- Vermont Center for Independent Living

Other

Lyle will include a link to the survey results for CEDRR Board members to review.



Next meeting – Friday, September 30th 12:00 noon to 1:00pm in person at the CEDRR office with a virtual option.

Agenda

- Review outcomes of the nominations process.
- Revisit the DEI Strategic plan to determine next action plan

Adjournment – The meeting was adjourned at 1:00 pm.