



CVFIBER EXECUTIVE COMMITTEE MEETING MINUTES

Virtually on MS Teams

December 13, 2022

Present:

Executive Committee Delegates: Allen Gilbert (Worcester), Siobhan Perricone (Orange), Ray Pelletier (Northfield), David Healy (Calais), Jerry Diamantides (Berlin), Jeremy Matt (Plainfield), Chuck Burt (Moretown)

Absent:

Others Present: Jennille Smith (Executive Director), Linda Gavell (Waterbury), Sybil Schlesinger (Minutes)

Call to order: Jerry Diamantides called the meeting to order at 5:31pm.

Additions to the agenda:

- None

Public comment

- None

Construction contract

On November 9th, the Executive Committee approved the contract with FirstLight Fiber Inc. and informed them we are ready to move forward. There have been no major changes. As the Board of Governors already approved the Construction Contract on November 9th, no further action to approve the Construction Contract is necessary.

Privacy Policy

- Discussion:
 - Jennille noted that the referenced Privacy Policy was developed to be short, clear and accessible; CVFiber is committed to our customers' privacy and their data will not be sold.
 - Chuck noted that the Policy cannot abide as currently written because there will by necessity be occasions when customer data must be shared, so an additional clause is needed, for example, that data will be shared to "such third parties as deemed necessary to conduct business."
 - Linda noted that CrowdFiber has all our information; Jennille spoke to them and they won't sell our data, but they do not want to revise their policy. Instead, they want to give CVFiber a separate letter of understanding stating that data will not be sold or shared.
 - Jerry confirmed that Waitsfield's policy meets CVFiber's specifications already.
 - Jeremy questioned the value of a letter v. official policy.
 - Chuck stated that two changes are necessary: both for research and analytics so "except when needed to operate our systems or when required by law."
 - Ray agreed to develop both an overview of the Privacy Policy people can read and understand that makes it clear CVFiber is not selling customer data with a link to "see legal details here." Outside lawyers will need to review this and Ray will work on it.

- Jerry said the Privacy Policy needs to go back to the Policy Committee and also to outside counsel.
- Linda pointed out that the Privacy Policy is a prerequisite to launch the website for potential subscribers.
- Allen agreed to present the decision to revisit the Privacy Policy to the Governing Board at this evening's meeting.

****Short version of the above:**

- **Discussion** It was decided that the current Privacy Policy needed revision because CVFiber by necessity would need to share customer data both because required by law and in order to perform analytics and research to improve customer service. Allen agreed to present this necessity at the Governing Board meeting also taking place this evening. Ray agreed to work to revise the Privacy Policy as required and also to have it reviewed by outside counsel. The need to move forward quickly was recognized by all.

Adjourn

- Adjourned at 5:57pm.

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Providing Central Vermont residents, businesses, and civic institutions with universal access to a reliable, secure, locally-owned and -governed communications network able to grow to meet future community needs.

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CVFiber Privacy Policy

As revised and approved by CVFiber Policy Committee 12-6-22

This privacy policy is for the CVFiber Communications Union District and the CVFiber community network.

CVFiber is a nonprofit municipal entity, and as such we work continuously to respect our customers' desire for privacy. We collect and use individual customer information to perform our daily business of providing internet service. Any information collected is used for the purpose of providing our customers with the best service possible. We may also use customer information to protect customers, employees and property against fraud, theft or abuse and to maintain good customer relations.

We do not sell personal information to anyone. All information obtained through the use of our website is used for internal purposes only. We do not release customer information to third parties except as required by law or to protect the safety of customers, employees or property. Some examples include:

- We are required to release the information if served with valid legal process.
- We are required by law to provide directory publishers with phone customers' listing information.

We strive to ensure that the information we obtain and use is accurate. Customers who find an error in their bills are encouraged to notify us. Our employees are responsible for safeguarding individual customer information and communications. All personnel are aware of and protect the privacy of all forms of customer communications and information. Employees who fail to follow safeguards face disciplinary action.