



## CVFiber Policy Committee Meeting Minutes

**Wednesday, July 5, 2023 5:00 PM - 6:00 PM**  
**Virtual meeting**

**Present:** Allen Gilbert (Worcester), Linda Gravell (Waterbury) and Siobhan Perricone (Orange); Jeremy Matt (visitor -- delegate from Plainfield); Kathy Hentcy (public, starting at 5:20 p.m.); and Jennille Smith, executive director.

- 1. Call to order.** A quorum being present, the meeting was called to order at 5 p.m. by Gilbert, chair.
- 2. Changes to agenda.** There were none.
- 3. Public comment.** There was none.
- 4. Approval of June 7, 2023 draft meeting minutes.** Gravell moved and Perricone seconded a motion to approve the minutes of the June 7, 2023 meeting. Approval was unanimous.
- 5. Update on developing personnel policies/rules/guidelines.** Gilbert explained the review process that the Policy Committee's proposed Personnel Policy had gone through so far – to the Governing Board, which wanted review by the Executive Committee before the Governing Board reviewed it. The Executive Committee decided to take up the policy at its next two meetings. Gilbert noted that a few small changes were made at the June 6 Executive Committee meeting. He said the second Executive Committee meeting, which will occur later on July 5, will likely be the last chance for comments and suggested revisions before the proposed policy comes before the Governing Board

on July 11. He pointed out that already, one part of our proposed policy may eventually need some revision because of changes made this legislative session by a legislative bill, S. 103, regarding “Unlawful Employment Practice” (the governor signed the bill in late June). The changes would be in Section 8 of our proposed policy, the Bullying, Harassment, and Discrimination section. He said that we will no doubt want to have a lawyer review S.103 to determine whether changes are needed in the policy we’re developing. He pointed out, though, that this should not be a reason *not* to move our proposed policy forward. It’s not uncommon that policies must be altered when laws change, he said. Smith said she’s been in contact with an attorney about another CVFiber matter and asked the attorney if he could also review our policy, as well as help us develop rules of procedure. A policy like this needs procedures to make it work, she said. Gilbert noted that John Morris, who couldn’t attend the meeting, had suggested numerous non-substantive edits to the document, and they have been incorporated into the document.

Perricone moved and Gravell seconded a motion that we approve the Personnel Policy, as amended, pending approval by legal counsel. Gravell said she feels the most important part of the policy will be the recommended procedures for how to address a complaint. Gilbert noted that Perricone’s motion of approval probably isn’t necessary because the committee already approved the draft document, at its previous meeting. What’s happening now, he said, was review of the document by the Executive Committee; the document had been referred there by the Governing Board. Gilbert noted that so far he hadn’t gotten much feedback from anyone about the policy, other than Morris’s editorial corrections. The committee wished to approve the document again at this meeting, making sure the motion included that legal counsel review it. The amended document was then approved unanimously.

- 6. Update on digital equity efforts.** Smith reported that the Vernonburg Group has been hired to develop a five-year equity plan for the Vermont Community Broadband Board. Currently, Vernonburg is engaged in gathering information about communities through listening sessions and surveys. VCUDA has become a big part of that effort, providing information about underserved areas and customers. The CUDs as well have been providing detailed information about their efforts at addressing equity issues. This information, and the report, are important if we hope to receive federal BEAD money when it becomes available.

**7. Other business.** There were reports of vigorous work being done in the RS 01 district (Worcester and Middlesex) by contractors CVFiber has hired. Some crews even appear to work on evenings and weekends. Matt asked whether such overtime is costly to CVFiber. Smith said CVFiber negotiates a contracted price with its vendors, so how many hours they work and when doesn't affect how much we pay the contractors. Kathy Hentcy, a visitor who had connected by phone, wanted her presence known; she had dialed in because she was on the road. Asked why she's phoned in and if CVFiber could help her in some way, Hentcy said she's been curious about our work. Gravel noted that Hentcy has already done volunteer work in our communications efforts and is eager to continue to help out wherever she can.

**8. Adjourn.** The meeting adjourned at 5:27 p.m.

*-- Allen Gilbert*

**Approved Sept. 6, 2023**