**Valcour Gov Board**

**5/10/23**

Attendees: Vegar Boe, Michael Manley, Eric Shepard, Michelle Hunt, Steve Laroche, Betty Wheeler, Matthew Sullivan, Craig Gardner, Justin Stedman, Benjamin Webster, Mark Anderson, Adam Cohen

**Call to Order**

10:07

**Agenda**

Mark – Any objections to Agenda being sent out 6 days prior instead of 7? No objections.

Also, need to add Elections/Access Policy and need to add an executive session today. No objections.

**Approve Minutes**

Vegar Motion, Manley seconded

Passed unanimously

**VGB Makeup/Charter Vote**

Mark – changed notice of agenda to 3 days instead of 7 for regular meetings and emergency meetings to as soon as reasonably possible.

Article II – took the initial language and put that into place, went from 11 to 13 members, added 2/3 vote requirement to elect, identified the nominated parties and who they represent and proposed Term Lengths for each. Kept the language specific to elections and removal of members.

Justin – identified a couple of typos

Michael – asked about the Terms/Mark advised will discuss Terms separately

Michael – also asked to have language added that the member is removed from the Board if no longer employed by the sponsoring agency.

Mark – updated the language

Mark - July 1st, 2023 is the start for all

Justin - said to remove the Terms for now. Historically it hasn’t been an issue. It usually works itself out.

Vegar - advised there is more issues trying to find reps than keeping them

Mike - also agreed that the Terms should be removed

Mark – deleted the Terms

Justin – motion to adopt/Vegar seconded. Then discussion about the 2/3 vote resulted in it must be 2/3 of the serving members and there must be a quorum (Roberts Rules still apply). Also, discussed missing 3 consecutive meetings automatically removes the member based on the current Charter.

Passed unanimously





**Nominations**

Mark - Need to take up nominations:

Sheriffs Association - Mark Anderson and Dan Gamelin

VSP – Michael Manley and Betty Wheeler

Commissioner of Public Safety’s Office - Sean Loan

VT Association of Chiefs of Police - Loretta Stahlmaker and Matt Sullivan

Justin - Moved to accept above nominations/2nd by Vegar

All in Favor – Passed Unanimously

PM Chair - Jen Beane

Mike - nominated Michelle Hunt/Justin seconded

Betty - nominated Justin Stedman for non-DPS

3 At-Large geographically distributed - under 20 Eric Shepard nominated by Steve - either is Vegar - over 20 is Adam (all 3 accepted)

Steve - is departing

Motion to elect – Steve motion, Justin seconded

Mark – forgot Jen Beane, Michelle Hunt and Justin Stedman

Vegar - motion to approve all nominations, Betty seconded

All in Favor – Passed Unanimously

**VGB Chair, Vice Chair and Secretary**

Mark - Chair serves a 1yr term and is limited to 3 consecutive terms. This upcoming year will be my 3rd.

Vegar - motion to approve Mark for one more term, Justin seconded

All in Favor – Passed Unanimously

Vegar - who is Marks proxy if he’s unavailable.

Mark - Eric is the Vice Chair. Should we wait to approve Vice Chair and Secretary at July's meeting?

Vegar - motion that Eric Shepard will become the next Chair at the end of Marks term. Eric accepted.

All in favor - unanimous

Eric - nominated Jen to continue being secretary

All in favor – Passed Unanimously

**Executive Session**

Mark - Looking for a motion to enter executive session to discuss potential policy violation

Vegar motion, Eric seconded - moved to Breakout room @ 10:48

Return to public room - no action taken @ 11:13

**Access Policy**

Mark - what circumstance would the Board revoke or suspend access, what does the process look like, UA says VGB can do that - this is more about establishing that process. Policy now or committee for later?

Mike - suggested piggy backing off of VCIC

Steve - brought up #9 of the UA

Michelle - copying the current UA to add to the Governance Board Website

Mark proposed:

-It is the policy of the Valcour Governance Board that upon notification by VCIC of a user's revocation or suspension of access to restricted data shall

constitute grounds for suspension of access to Valcour in accordance with IX. Sanctions of the Valcour User Agreement.

 -Agency heads are responsible to disable a user's account and to notify the Valcour Governance Board in the event that a user within their agency has had access to

restricted data suspended by VCIC

-Agency heads who have their access to restricted data suspended by VCIC shall notify the Valcour Governance Board who will cause the account to be suspended

in Valcour.

Action Item - Michelle will put it into policy template

Mark - suggested committee be put together to expand on the what the procedure will be

Vegar - motions to have Mark make the policy as read aloud, Betty seconded

Adam - motion to approve the new policy, Steve seconded

All in favor – Passed Unanimously

Mark - Any volunteers for the committee? Adam, Vegar & Betty volunteered

**Adjournment**

Eric - Motion to thank Chief Laroche and Sgt Gardner for their time with the Valcour Board, Seconded by Mark

Motion to adjourn by Justin, Steve seconded

Passed unanimously 11:45