

NRCC Finance Committee Meeting
May 22, 2017
Kellogg Library, Montpelier 1:00pm

Present: Alan Shelvey, Bill Manner, Jill Arace, Kerry O'Brien

HR Logistics of NRCC Job Description

Limited counsel was received from the Attorney General Office. The Finance Committee discussed the logistics of hiring through VACD until more counsel can be received on how NRCC can have more official status as a state agency and thereby a state employee of NRCC.

Jill suggested for Kerry to call Rick Deusterhaus for counsel on NRCC employment

The idea of the position having a "desk" at VAAFM was discussed, but still operate as a VACD employee.

It was agreed that the Ag Programs Manager position would be run through VACD until more development on the logistics of state employment can be learned.

Position Description Review

The committee edited the job description. It was agreed that the position will be supervised by Jill, but they would report to VACD and NRCC boards. Their programs would include the VAAFM-NRCC CWF Block Grant, VAAFM-VACD North Lake Contract, and the pending opportunity for VAAFM-NRCC BMP Block Grant. Job description will be run by DMs at DM Meeting.

Advertising first two weeks of June, deadline June 23rd. Kerry will assemble resumes on google drive. July 6th notify candidates for interviews on July 13th. Kerry will book a conference room in Berlin.

Other Business

Finance Committee discussed contracting services from VACD to support the transition of NRCC towards managing additional funding, and in other capacity building efforts including personnel development. The contract would entail \$5000, \$50/hr for 100 hours. Source of funds would include the \$75,000 VAAFM block grant, and FY18 Capacity Building Funds. Jill will draft a contract accordingly for review and approval by the full board.

In anticipation of the DEC Block Grant for go-list project, the Finance Committee is supportive of NRCC consolidating District go-list projects in a Block Grant proposal, if it can be determine that the 10% Admin limit on the block grant is adequate for NRCC Admin and NRCD personnel expenses to manage project. Finance Committee will look at RFP.