Vermont Telecommunications Relay Service Advisory Council Meeting Draft Meeting Minutes

Department of Public Service, Zoom Virtual Meeting Space October 9th, 2024, 10:00a.m. to 12:00p.m.

Attendees:

Rene Pellerin - Chair

Hunter Thompson, PSD Director of Telecommunications - Vice Chair

Aaron Brassard, PSD Telecommunications Fiber Optic Project Manager

Michelle Vicino, Account Manager at T-Mobile for VT Relay Services

Melissa McMahan, Account Manager for Hamilton Relay (VT CapTel)

Abby Magtoto, Account Manager for Hamilton Relay (VT CapTel)

Nick Parker, Deputy Director at VCIL and oversee EDP Program

Laura Siegel, Director of Deaf and Hard of Hearing and Blind Services at the Department of Disability

Independent Living and a Representative of Aging and Independent Living,

Harlie Quero, PSD, Telecommunications Coordinator, (Notetaker)

Scott Brooks - CCI

Observers:

Andrew Brenaman, T Mobile Accessibility

Interpreters:

Jen,

Nicole

Virgina

Caleb

Leeanne

Person Responsible	Deadline	
All Members	10/9/2024	
Michelle Vicino	10/9/2024	
Melissa McMahan	10/9/2024	
Nick Parker	10/9/2024	
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Rene Pellerin	10/9/2024	
	All Members Michelle Vicino Melissa McMahan Nick Parker Melissa McMahan	All Members10/9/2024Michelle Vicino10/9/2024Melissa McMahan10/9/2024Nick Parker10/9/2024Melissa McMahan10/9/2024

Scheduling 2025 Meetings	Harlie Quero	10/9/2024

Meeting Begins at 10:05am

Introductions

Proposed Changes to Previous Meeting Minutes

No changes to meeting minutes Motion to accept the minutes - Nick Scott seconds Minutes passed

Proposed Changes to Agenda

Adding new business items – Committee Member Terms

Old Business

Meeting with E911

Michelle – "I am so thankful that it happened. So many things have been established with E911 that I had no clue before entering the meeting. It was a very good meeting."

Laura – "I am so glad it happened because now that something that I can add to my training, as I go forward. I create electronic training to educate across state employees. Communities and municipalities regarding different resources and services. Collaborating with the chief marketing officer. Sue come up with the templates to be sure we have more agencies creating standard forms across the state to address system change and spread knowledge widely among people who you can call for the requirements for E911. I'm asking for help with that coming up with a simple diagram listing how that facilitates. Where it is facilitated. "

Rene – "There have been quite a number of changes since the inception of enhanced 911. I did training on how to provide access. Land lines are not being used very much and everything has been transferred to more advanced electronic technology. We have to update our information in the E911 computers given the changes in technology that occurred recently. We need to educate the deaf community. And people in terms of how to use it given the new updates. We want people to volunteer to actually test and put their information and test the 911 system to make sure the 911 dispatch is being alerted that this is in fact a deaf person that is calling them."

New Business: TMO Report

Vermont Relay Outreach Update

Michelle – "We are continuing with social media as we always do because we find many people are online getting their information online, doing virtual events. We are keeping up with that. We are on both Facebook and Instagram. I added a few examples of what we are putting out there on the slide. We used to have a social media coordinator running our page but I decided to take it on myself. I am rebranding the creative from Vermont and we are getting that stuff out there. We are doing PCL, HCL, RCC, speech to speech A lot of awareness month type of policy. Awareness week, awareness day, trying to drive engagement and getting people to interact more. It is one example. It's not only all about projects and

services. Sometimes it is relative to the community, and we try to do it and engage it to keep the topics interesting."

Upcoming Outreach Events

National Association for Social Workers, NASW, conferences is coming up and T-Mobile will be attending that in Killington, Vermont. T-Mobile did some interviews and advertising with the Vermont Business Magazine for RCC, as many in business use that service. March 2025 Access Vermont, 2nd annual conference, is coming up and T- Mobile will be attending that. They plan to continue work on social media, as that's where daily information and updates are typically found. Website very rarely changes but if it does there are typically big changes going on in the Relay Services sphere.

Services offered

Michelle – Mentioned in previous conversation T-Mobile still offers PCL, HCL, RCC, speech to speech services.

Internal Big Change

Decrease in outreach budget, Jorika Stockwell was let go. Michelle is doing all the outreach. If there are any outreach events or information/trainings, reach out to Michelle. There is a trainings/presentation request that can be added and will be sent to Michelle.

TRS Minutes – Usage Breakdown

Michelle - "Our TRS minutes are really over the place. You can see if you average it out. It is trending down. Like I say every single meeting, that is common across all the board and across all the states. Customers are starting to use Internet-based and wireless services. TRS is analog landline. A lot of people are moving to video relay services and IP relay. Or even texting. So, it's a trend across the state. That's what's going on with the TRS minutes. Okay. And then we have RCC available minutes from July 2021 until presence. If you could see in 2021, it was very erratic. We had a huge spike in March. That was soon after COVID and lock down, very shortly after that. You can see the remaining years is pretty much stable. There have been no extreme spikes but it is pretty much stabilized. I have to say last year was an improvement on 2022. Last year was looking pretty good. We started increasing the hourly charge and really getting the word out for those who live and/or work in Vermont can use RCC services. Last year was looking pretty good. We will see how this year goes. We only have one month of data into the CR. Our fiscal year is July until June. That's why I say we only have one month of data so far. We will continue to do outreach RCC. Everybody learns about it thinks it is a great service for them to use and we agree. We will continue with RCC outreach. Okay. Percentage was recommended a few years ago and I added it. We are seeing right now the largest chunk of the pie. It is TTY. About 57% of the pie charts. And we have --. ASC IRI is taking these three. It is 0%. Only those three services are taking a piece of the pie. They are taking a majority of the pie right now."

Questions/Discussion

Laura (on the topic of Access Vermont in March 2025) - "The aim of the conference is for all state employees. They will join together in one place. And be aware to learn about what issues are there. And access in general. All over the place. It's a wide-open conference for state employees. It's not for the public. Last year was the first time it was hosted. Last year, there were 150 people who came face-to-face. And some people joined remotely. I think in total, it was close to 400 state employees who attended. It's planned to be a two-day conference we are working on the planning hoping for two days. Last year, it was only one day and people were more eager for more information and more time. That's in the planning now. We would love of course to see numbers double. But who knows? We will keep our fingers crossed about that"

Laura -- "What's the difference between Voice v. VCO?

Michelle – "It mean to have a voice call her with the standard phone calling the user. It is voice, the hearing person starts the call. VCO is somebody like myself who speaks for myself, is deaf and I'm using a phone. I make a phone call."

New Business: Hamilton Relay Report

CapTel Usage

Melissa - "When talking about Vermont capital focusing on the performance. I have a graph on the screen indicating we have answered 100% of our calls within 10 seconds. The only exception to that was October 20 of 22. We dipped below the 100% that we are doing great with the answer performance so no concerns there. I received word that Abby is on her way so she will be there momentarily. When it comes to the session and conversation minutes. Much like Michelle reported. We are seeing ebbs and flows. We are seeing minutes that are dipping and we are seeing them rise in volume again. The chart is quite jagged. There are peaks and valleys within the charter. We recognize with folks who are having telephone lines being transitioned to digital lines. That is having an impact on overall call volume. That is on a nationwide level. I think we can speak to that a little bit more in just a few moments. The next slide shows the CapTel quality scores. We highlight the performance of RCA. We focus on average words per minute which is 162.21. We also concentrate on average rate of accuracy. Which is 99.63%. We have the average rate of error. Which is 0.37%. Very pleased with the overall quality of RCA. And for customer care, this month, we are reporting on June, July and August. In the last quarter, we have only had three inquiries overall. One of the swerve request for assistance setting up their captioned telephones. One of the was for some general information. We had one that fell into the other category. Not a whole lot of customer care interaction. CapTel Quality scores - highlighted the performance. 162.21 WPM, 99.63& rate of accuracy, and .37% of error."

Community Leader Award

Melissa explains the Community Leader Award. The award recognizes an individual or an organization who serves as a leader in the deaf deafblind, and hard of hearing community. They did not receive anyone from Vermont last year, but it's not too late to nominate someone this year and fill out the nomination form online.

High school scholarship award

Melissa – "If you know of somebody in the state of Vermont's is a student who is deaf, hard of hearing, deaf/blind or has difficulty speaking and they are ready to embark on the post-secondary journey. They can complete an application for the Hamilton relay scholarship. I am pleased to share the scholarship was a 500 was a \$500 award -- we have been able to increase it. It is now we \$1000 award. It is great for young folks who are now heading to college. A student with hearing difficulties. Scholarship was \$500 now it is \$1000 award. Great for young folks that are headed to college."

Introduction to new Vermont CapTel Account Manager: Abby Magtoto

Abby – "Thank you for allowing me a moment to introduce myself. Again, I am Abby Magtoto. I am excited and honored to serve as the dedicated account manager. I have big shoes to fill after Melissa. Don't worry. She will always be ready to support us when needed. A little bit about me. I am joining you from Las Vegas, Nevada. Hence, I am greeting you with a good morning. I have been here for about eight years. I healed from San Diego California. Over the past seven years with Hamilton, I worked across various divisions. Including relay, corporate sales and the next generation, 911 or an G911. NG911. That is what we call it. It is a bit over a year since I returned to the division of Hamilton. On a personal note. I am married. I can say I am happily married. I come from a military family. As a proud military mom of his space force guardian. This background has special significance to my commitment and passion for

serving my assigned estates, including the beautiful state of Vermont. Thank you so much for this opportunity. I look forward to working with all of you. Do not hesitate to reach out to me at any time. I am here at your service, thank you."

Questions/Discussion

Outreach Discussion

Rene – "So, have you done outreach in Vermont specifically for CapTel services? Or, does it fall under T-Mobile's outreach efforts?"

Melissa – "That is a great question. In Vermont, the state has chosen what is referred to as a tier one outreach plan. You may also be familiar with the terminology partial awareness outreach plan. What this involves is to virtual events annually upon request. And with that, the state receives CapTel flyers. Flyers can be found online. If there is a request to print flyers, perhaps there is an event you would like to have some captioned telephone information act. We can accommodate that request. There is an electronic newsletter distribution. They will be receiving bill inserts -- Bill inserts and directory info. Abby joined us and she will be sending those out later this month for review. Those will go to all the telecom providers. And from there, it is up to telecom to determine when and how they would like to disseminate that information. If you know of events, and I know Laura has been in touch she has ideas for outreach. We are happy to accommodate within the outreach package selected by the states."

New Business: VCIL Equipment Distribution Program, EDP, Report

Applications Q4

Nick – "For the past quarter, two applications were received. We funded nine years and nine applications were filled this quarter. Peter did some outreach in person. And also for an online workshop. As we get to the VCIL, our fiscal year started October 1. We are looking at what outreach we are going to be doing. We will be at the Vermont access conference mentioned earlier. Are always looking for different outreach and how we can spread the word. One thing I was going to note about this report and things I think I will add to the report in the new year. To give a bigger picture of how the EDP program is going. In future reports, I will put in the number of applications that were sent out to people or were requested. Frequently we have many more applications that go out then we actually get back. That might give a better picture of the interest. Points of contact of interest. People who call asking about the program. Whether those calls came from an agency. The Vermont agency or parents, a friend, a neighbor, or it came from the person themselves. All of that will help make the report feel a little more alive in terms of we are reaching out to. Was hearing about the program and things like that. I'm open to making this report better. If anybody has any feedback if you want us to do a PowerPoint or things like that. I'm more than happy to expand on it as we go into the new year. That is all that is in the report for now."

Questions/Discussion

Customers Served

Rene – "How many people have been served so far? If you could say a little bit more about that, I was unclear about that."

Nick – "Do you mean how many people were funded this quarter that received a phone or a laptop? Some kind of piece of equipment?"

Rene – "Yes. How many customers were provided equipment? I'm curious about what type of equipment in the numbers. How many computers and how many CapTel phones."

Nick – "Sure. It was nine consumers that were provided equipment. I would say that ranged from probably a couple of laptops for some people. Especially some of the deaf consumers. They prefer a laptop for videophones. It's more accessible. Primarily, it is cell phones. Both Apple and android phones are the biggest number of things that we fill. I would say out of the number, one of them was an iPad because the user has a lot of physical disabilities. And an iPad is better for both visual and communication. Later on, I say iPad, cell phones, laptop. Those are all the types of equipment we gave out this quarter. Oh, and I'm sorry. I take it back. We did have a couple of caps and phones that were not Internet. They were still the regular CapTel phones. I do get requests for that because we do have a fair number of people who still don't have Internet. Does that help explain it better? Sorry about that."

Rene - "That's great."

EDP Funds

Rene – "Next, another thing. Have we managed to have the money? Or do we have a lot that has gone unspent?."

Nick – "I will have to check with Peter on it. But we just met yesterday. The fund always has way too much money. I would love to get closer to spending it down. That is also something that I know we haven't had in past reports. I will make sure I have the report in the next quarter. I will have an actual amount of what is remaining in the fund. As Peter tells me, it's always much more. We want to spend it more. I will add that I am a little bit concerned that the request may slow down since the federal affordability connectivity program. Since this ended this spring. Put Internet service out of reach financially for a lot of people. I know that Xfinity and places like that had to pick up the slack by offering cheaper Internet. There are a fair number of people when I tell them that EDP only covers the cost of the equipment. Sometimes they will not go through the application because they can't afford the cell phone service. Or the Internet service. That is definitely an issue we are aware of. We are trying to focus on this as it becomes a problem for people if they are only able to connect on public Wi-Fi. Or things like that."

EDP Outreach

Laura – "When I am presenting, I'm always talking about the equipment distribution program. And the Sue Williams fund. I'm kind of curious. I'm doing what I can as best I can to spread the word about funds and availability of help."

Nick – "That one [Sue Williams Fund] runs out of money so fast all the time. We run out of money and a couple of months. There may be some assumptions when people hear about equipment fund. There is not going to be money. We try to let folks know this is a fund that'll pay for \$750 for a piece of equipment. That is a pretty top-of-the-line cell phone and things like that. We are always trying to find new ways to get the word out there ourselves for sure. We appreciate that."

Laura – "I don't know if it is within your power but I wonder if it is worth it whether the website could have some thing like an EDP. Kind of a plug for the fact that there is money available. When the fund is gone, and you tapped out, that can be removed from the website. You think that'll be effective or helpful? It is certainly a suggestion."

Nick – "I don't have access to the VCIL website. I have to ask them can it be on the front page or things like that. I know one of the things too. That VCIL admittedly still struggling on. Even though it has been over a year since the flood. We are in our temporary office. A lot of focus has been on our staff is all over the place. We are in a temporary office. A lot of people, all the flood is over and things are okay. The businesses are open. It has really been a struggle for VCIL. We are still working on that. I know when Peter and I talked recently. I have actually been away from work for the past three months. I was out on

medical leave. Unfortunately coming back. So Peter was having to take care of EDP. On top of all of that. What I'm hoping for is in the new year. We can bring the focus more on EDP. Work with the partners represented here. When I am talking to people too, sometimes, as a severely hard of hearing person myself, I use captioning a lot. I mean all the time. But for some people who have never really use captions before, I have been noticing sometimes people will get a phone, get a CapTel phone and they don't like it. They don't like the idea of reading captions or things like that. One of the things again I am trying to focus on is trying to find a communication device that works best for them. Maybe for some people they need an amplified phone. Or maybe a laptop or iPad will work better. Part of that is, and I'm also trying to focus on younger people. Deaf and hard of hearing and deaf and blind and younger people that could benefit from it. All over the age spectrum. It's a lot of brainstorming and things like that."

Laura – "Do you connect at all with the designated agencies serve older Vermont? When I connect with them, they have never heard of the EDP. Most of them. The second thing is, I get calls for people with low income. I mean, they are hearing folks but they may have deaf or hard of hearing kids. They're not sure whether or not they qualify for the equipment and whether they get any assistance from the EDP. I say, great question and refer them onto VCIL."

Nick – "Those are definitely the people we want to hear from. And you can always forward me an email or phone call. Like you said, I did talk to Peter. I think we will try to make our brochure and things like that little bit better to cover more things. You bring up a good question about a family member or a child. A deaf child or somebody getting equipment. We definitely say yes. We definitely want to hear from that. Your question about reaching out to the different agencies. I have done a lot of virtual outreach with Vermont chronic care initiative. A lot of what is called the area agencies on aging. If you ever talk to an agency and they say we don't EDP is, make sure they get my name. I'm trying to reach as many places to get the word out."

Laura – "Maybe it is with setting up a training? For the coordinators of the triple agencies. There may be somebody who could help set it up? I got some information from Melissa. I feel like we need to do a better job to table and have stuff if it is available to train people about the resources. I wonder if you've ever partnered with the Vermont family network. Parents would probably, that's when you get referrals from parents from that group. The other one was ESP, do you know? Do you know what all the acronyms are? I can send you the information rather than the acronyms. That might be helpful for you as well as some other resources."

Nick – "Peter did an online workshop for the Vermont family network. We have been in a lot of the circles and things like that. From anybody, let me know and I will drop my contact info in the chat. If anybody brings up how does the program work and things like that, feel free to send them my way. Yes, those are all good things to hear."

EDP Funds continued

Rene – "Since we always struggle to actually spend all the money in the equipment distribution program, it may be time to go to the legislature and ask for a change. In terms of income eligibility. And remove the income limit in terms of what makes people eligible. It is time for Vermont to remove the income limits that restrict people from actually receiving the services. There are people out there that need services and I would like to see the money used. I'm wondering if that is something we should do is approach to legislature about removing the income eligibility limit."

Nick – "It's always great to remove those limits. Sometimes people, we work with a lot of people who they may be living with the guardian or caretaker. And feel the income would be above level. One thing Peter and I really tried to stress is that the good thing is that the equipment level, income level for EDP was so high. The household would have to be making more than \$80,000 annually. And there was always

still that. In June the end of the year because we do have money left over. So they can qualify. Whenever turn down an application because there's always money. But I agree with you. Removing income limits at all would bring in more people because then, there wouldn't be a question. Do Y or don't qualify? The other part of that is, you know. It's always a great idea to bring it before the legislative with the questions because I think my concern about people being able to afford the Internet. If that is a barrier and we can show all these people would've gotten equipment but then decided against it because they couldn't afford the Internet service. That's really important for the legislature to know that here is a program that has been given a lot of money that people can't use due to something else happening in their financial situation."

Rene – "Do we have any numbers around; how many people have not qualified? Applied but not qualified because of the over income? Do you have that statistic?"

Nick – "That statistic is zero. We haven't had anybody over the 80,000 threshold. In fact, we did have the past quarter, somebody who they thought did not qualify. They went out and purchased the phone. When they found out they did qualify, they were able to get a refund and they could get a phone through EDP instead. I can tell you nobody has been turned away due to income."

Rene – "Okay. It might be that people to read the eligibility guidelines and realize right away they aren't eligible so they don't apply. Another question. If I am -- as a deaf/blind individual, suppose I need equipment to alert me to the doorbell ringing and the phone ringing. That kind of equipment is very expensive. \$400 to get a doorbell alert that vibrates on my belt. Like this one that I am holding up right now. The cost is crazy."

Nick – "To add to what you mentioned about that kind of equipment being so expensive. We have gotten questions about whether EDP can cover those sort of thing's. One of the things I'm trying to talk to Peter about his because, now the technology is a little bit better in terms of some people can be alerted about their doorbell or their smoke detector or whatever on their phone if EDP could pay for phone that, for example, might be a better quality. Or things like that could have all those additional smart apps and things like that. I would love to be able to. I know people have had that kind of equipment covered under the Sue Williams fund. I'd love for EDP to be able to do more like that. I'm really astounded at how expensive some of these life-saving devices are. Because it is not a 'communication device', it is just as important as a telephone or videophone."

Rene – "We can talk more about off-line. Maybe work it out as a small group in terms of who we should approach the issue."

Open Discussion

ACP Closure Impact: CapTel Users

Harlie – "That question was raised last meeting about how the ACP has affect the CapTel users. I don't know if anybody wants to elaborate on that but I did throw that in there."

Rene – "Can you talk a little bit more about what the ACP stands for and what it is?"

Aaron – "The ACP was the affordable connectivity plan. It was a stipend offered to income qualified people. Obviously in Vermont and elsewhere are basically \$30 month discount on Internet service. That stopped in May or April. It was recommended by the telecom division. The state considered supplementing that. In the tenure telecom plan. The plan is not legislation. It is a suggestion."

Harlie – "The question raised last time was how it affected CapTel users ship if at all. The setting out of the program. Not sure if you, Melissa, wanted to touch on that."

Melissa – "So, it's really difficult to have a metric to determine how the ACP has affected CapTel users. In the absence of EDP statistics. I think that in the EDP report, there was a lot of discussion about ACP. And how that has impacted application because that is not something that we receive. It's not a metric that we have to be able to speak on specifically to the CapTel users. I do have a record. We call it a user's by placement. And that was something that was also requested at the last meeting. I do have that. I shared it with Laura. I'm happy to share with the group. So that you can see where we have CapTel users. This report will identify what regions and areas with in the states there are analog caption telephone users. I'll be glad to send it out to the group if you feel that is beneficial or that is data you would like to see."

Harlie -- "Yes, we would like that information. Thank you."

Rene - "Melissa, we've been talking about analog CapTel. Is there still CapTel available?"

Melissa – "We have web CapTel as well as the CapTel mobile app. There are many options for Internetbased caption telephone."

Rene – "There is a federal reimbursement for that, is that right?"

Melissa - "That's right. It's reimbursed on the federal level, that is correct."

Rene – "All right. Some of you may not know that the web CapTel can be accessed on a computer. You can access this through a cell phone or on the computer. Or an iPad as well. And there is no charge to the states. It is charged to the FCC. It's federal money that reimburses for those minutes."

New Business: Council Chair Retires

Rene – "So, the next thing in terms of doing business. I wanted to make an announcement. I think it is time. It is time for me to so to speak, retire from the Council's chair. I have been involved for many many years. And I have helped reinstated over the years and it has been three years since we reinvigorated it. I think it is time for me to step away. I am really thinking we need to start thinking about term limits for members so we get new people on the Council. And we can really do a vigorous search for people to join the Council. I mean, I haven't use Vermont relay services because I'm using different technology these days. So, I think it is time for me to step back and for somebody to step in that is using the service. And is involved in that way."

Nick – "I was going to add. I think, it'll be wonderful to see somebody in that, I agree with you who is using the service. So we make sure there is a connection whether death, deaf/blind, hard of hearing. I know you mentioned the web CapTel. And if I wasn't that VCIL, that'll be a position that'll interest me greatly because I use it on a daily basis. I wanted to thank you for everything you bring up in terms of making it available to Vermont to present. I wanted to add my voice. I would definitely like to see somebody using the services in that position of chair to have that experience as well. Thanks."

Hunter Thompson from Public Service Department will act as interim Chair until outreach and election conclude.

Rene – "Aaron and Hunter, this is a formal announcement that I will be retiring from the Council. As chairperson. So, I'm going to hand it back to you all. You will have to look for new members. Or, also a chairperson. I don't know if there's somebody here that would love to take on the chair responsibility. This is my formal retirement from the Council. Okay. We are all set to begin again here."

Aaron – "We are sad to see you go. Thank you for your service that you have provided since I've been working on the Council. On the train to counsel."

Rene – "Thank you, Aaron. Thank you, cousin. You all don't know. But it just so happened that my father, my father's cousin and his grandmother, my father and his grandmother were cousins. So we are actually cousins, Aaron and I. It's a really small world. I wanted to put that out there. Is there any other discussion today around this issue."

Laura – "How are we going to work on equipment for replacement? This will be tough shoes to fill following Rene."

Rene – "While the law gives us guidance. A deaf and hard of hearing person who uses the service as a person who should be appointed to the position. Michelle and Laura. And Nick. They should put out the word to the community deceive there is anybody interested in joining the Council." Nick – "If there is something that could be written up I would certainly be happy to send it along to our partners with VCIL."

Rene – "That's great. Somebody from the department. Somebody could share that information, is that right?"

Harlie -- "We [Public Service Department] can do that."

2025 VTRS Meeting Schedule

Rene – "We will move on to talking about the schedule of meeting for 2025. Hard to believe we're at the point. So, Harlie?"

Harlie – "I will send around the poll, as I did last year around this time. I will select dates that work best for you, and we will try to figure out the schedule. If there's any specific vacation time you know of, shoot me an email. If not, fill out the poll by the end of this month or next month. Thank you."

Meeting Adjourned at 11:15am.

Thank you, Rene, for all you have done!

Action Items

Action Item	Person Responsible	Deadline
Outreach for VTRS Council Chair and Member	Michelle Vicino, Laura Siegel, and Nick Parker	Jan 2025
Possible Election	All members	Jan 2025
T-Mobile Report	Michelle Vicino	Jan 2025
Hamilton Relay Report	Melissa McMahan	Jan 2025
EDP Report	Peter Johnke	Jan 2025

<u>**Upcoming Meetings**</u> January 2025 – Schedule pending