



Oregon Council on
Developmental Disabilities

Executive Committee
Jan. 5, 2024, 11-1

Join ZoomGov Meeting

<https://www.zoomgov.com/j/1600847140?pwd=UjdWOUFsYnY0cHdtVHlVdXRrZmtwQT09>

Meeting ID: 160 084 7140
Passcode: 142381

Minutes:

Attending: Julie Farrell, Alisha Overstreet, Paulina Larenas, Kristin Darmody, Leslie Sutton

11:00-11:05 Welcome – and agenda review

Kristen moves, Alisha seconds approval of the agenda. Unanimous approval.

11:05-11:15 New Member Applications Review

- Laura Petschauer: ODE Rep. Reviewed the application questionnaire
Kristen moves to approve, Paulina seconds. In favor unanimous
- Kirsten Oster: CDDP rep. Reviewed the application questionnaire
Kristen moves to approve, Paulina seconds. In favor unanimous

Motion to approve Nov. 9 Executive Committee minutes. Kristen moves, Paulina seconds. Motion passes, Alisha abstained because she was not in attendance on Nov. 9

11:15-12:30 Executive Director Review Process and Survey Review

Leslie discussed that she has expertise in the position and review process when iTACC supported the previous Executive Committee to do the work. This

Council has not had an Executive Director review process for over a decade. She wants a fair review process for who ever sits in the Director role. Julie supports Leslie being part of the process to develop the Executive Director review

Julie reviewed the proposed process and timeline for the Executive Director review from PowerPoint discussed with the Council at the Dec. meeting. Julie is removing the 360 review. Summary of the process from the PowerPoint:

- 1. Each year EC would review and update the ED review survey questions.
- 2. Presenting the survey at an in person meeting in the third quarter of the fiscal year of each year. During this meeting, the council member will complete the survey. Change #2 to say Council members will complete the survey at an in-person meeting in the Third quarter of each fiscal year (April 2024). Discussed that the staff make sure the survey is printed and available for Council members. In 2023, we had support on hand for Council members who would need support to complete the survey. In 2023, the Chair and a few Executive Committee members were to collect the survey and tabulate it.
- 3. The Executive Committee will write the evaluation letter. Questions about what happens with the survey after they are collected in this process. Discussed that the Chair would collect the results. And Executive Committee would appoint an Executive Committee member to support the chair with the results tabulation of the survey.
- 4. Remove the 360 review because there may be a process in the state to do this need to have a conversation about if we have access to something like this from Human Resources. Not advisable from Human Resources or legal standard to do a 360 without that support. Put 360 on hold until we have an idea of what resources can support that. Leslie said the iTACC guidance last year was that that DD Act says that Council members only evaluate the Executive Director. Not sure how a 360 would fit in these requirements.

Need to go over this process again and the survey questions at our next Executive Committee meeting.

Next meeting: 1/18 12-1:30.

Motion to adjourn Alisha moves, Kristen seconds. Unanimously passed.

12:45 Adjourn