

Agenda Item No: 2
Title and # of Issue: *Forestry Program for Oregon* Implementation – Issue 1
Objective # & Title: Objective 4 – Adaptive Management Tools
2007 Board Governance Performance - Self-Evaluation Initiation
Date of Presentation: April 26, 2007
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SUMMARY

Based upon the Board of Forestry's appointment of an ad hoc subcommittee to design the annual governance performance self-evaluation process, the 2007 process is ready to be initiated.

CONTEXT

At the September 6, 2006 meeting, the Board considered and approved the adoption of a new performance measure for state boards and commissions which had been jointly created by the Executive and Legislative branches in the 2005 legislative process. The newly created measure is a generic template which should be tailored to individual board or commission needs. The Board adopted the measure to be included in the upcoming 2007-09 set of Key Performance Measures. The Board also adopted an implementation plan that will initially engage the measure in 2007. At the January 3, 2007 meeting, the Board appointed an ad hoc Board Performance Measure Implementation Subcommittee consisting of Chair Steve Hobbs and members Barbara Craig and Larry Giustina to "tailor and fine tune" the Board's specific approach for 2007.

BACKGROUND AND ANALYSIS

The Board Performance Measure Implementation Subcommittee has completed its work and recommends the following for the 2007 process:

1. Using the generic template, the subcommittee tailored the 15 standard best practices criteria to meet the Board's specific needs and interests, and added one additional criteria relating to public involvement and communications. The subcommittee recommends using this form for the 2007 evaluation. The form is included as Attachment 1.
2. The target for the performance measure ("Percent of total best practices met by the Board.") will be 100%. The Board wants to set a high standard and wants to be ambitious in its pursuit of best practices.
3. The initial evaluations by individual board members will be submitted to the Department's Quality Assurance Program Director, who will hold the evaluations confidentially and use the individual evaluations to create an initial cumulative evaluation report. This report will

serve as a starting point for the in-person Board discussion and evaluation at the June 6, 2007 meeting.

4. The June 6, 2007 in-person Board discussion and evaluation will be self-facilitated by the Board Chair and members themselves, without the use of a third-party facilitator. Staff will assist with note-taking and preparation of the draft final report.
5. The 2007 timeline will be:
 - a) April 30 – May 18 Individual Board member completion of the input form and return to the Quality Assurance Program Director.
 - b) May 21 – May 25 Staff analysis of individual board member input and preparation of initial cumulative evaluation report for use at June Board meeting.
 - c) May 28 – May 30 Delivery of initial cumulative evaluation report to Board members.
 - d) June 6 Board meeting with self-directed collective discussion and evaluation by the Board.
 - e) June 7 – June 29 Staff completion of draft final report for July Board meeting review and approval.
 - f) July 25 Board meeting review and approval of final report.
 - g) September 30 Submittal of Board's 2007 report with the Department's FY2007 Key Performance Measures Annual Report.

RECOMMENDATION

The Department of Forestry recommends when the Board of Forestry meets on April 26, 2007, it approve the ad hoc subcommittee recommendations for the 2007 Board governance self-evaluation for both form and process as outlined in this agenda item.

NEXT STEPS

Assuming the Board of Forestry approves this 2007 plan, staff will send the evaluation form to Board members individually via electronic mail with a completion and return date no later than May 18, 2007. Based on the individual evaluations, staff will prepare an initial cumulative evaluation report for use at the June Board meeting. The Board will conduct the collective evaluation at the June 6, 2007 meeting.

ATTACHMENT

- (1) Oregon Board of Forestry, Governance Performance Measure, Best Practices Performance Self-Evaluation Input Form