

MINUTES
Psychiatric Security Review Board
Joint Administrative Meeting
Adult and Juvenile Panels
November 12, 2013
Approved June 3, 2014

An administrative meeting was convened on November 12, 2013 at 6:35 p.m. in the fourth floor conference room of the Psychiatric Security Review Board offices, 610 S.W. Alder, Suite 420, Portland, Oregon. Adult Panel Board members present in person were Kate Lieber, J.D. and Elena Balduzzi, Psy.D., and via telephone, Jenna Morrison, P.P.O., Bennett Garner, M.D. and Judy Uherbelau, J.D. Juvenile Panel Board member present in person was Eric Johnson, Ph.D., and via telephone, Charmaine Roberts, J.C.C., Robert McKelvey, M.D. and Susana Alba, J.D. Absent was Ray Burleigh, M.Ed. Dr. Johnson was note taker. One guest, Twyla Lawson, Sr. Human Resource Consultant, from the State of Oregon, Department of Administrative Services, attended via telephone. Also attending in person was Harris Matarazzo, J.D.

The meeting was called to order by Kate Lieber, Chairperson of the Adult Panel. The first item for consideration was a review of the Joint Administrative Meeting minutes from the meeting held on September 24, 2013. Chair Lieber requested a motion to approve the joint panel minutes from September 24, 2013. Dr. McKelvey so moved and Ms. Lieber seconded. The motion was carried by vote with no one opposed and Ms. Uherbelau abstained.

Next, Ms. Lawson described the application and screening process. She noted that there were 16 applicants. Only 10 met the qualifications and 4 were interviewed. Each candidate interviewed for an hour. Juliet Follansbee's responses indicated she was the clear, consensus candidate. The second top candidate under consideration did not have anywhere

near the qualifications that Ms. Follansbee possessed. Ms. Follansbee was the finalist who was advanced to candidacy. Ms. Roberts moved to put forth Ms. Follansbee's candidacy and Dr. McKelvey seconded.

There was no further discussion by Board members. Chair Lieber solicited for public comment and Mr. Matarazzo spoke favorably and said, "Ms. Follansbee would be a good candidate."

Chair Lieber asked for a vote. The motion was carried by vote with no one opposed and no abstentions.

Finally, Chair Lieber led a discussion on pay scale. Ms. Lawson provided information about the State's pay scale, which included the lack of pay raises due to the PSRB being outside the typical pay scale for managers, but that cost of living increases would be applicable. Ms. Morrison made a motion to offer a salary of \$99,636.80 and Dr. McKelvey seconded. The motion was carried by vote with Dr. Johnson opposed and Ms. Uherbelau abstaining.

The meeting was adjourned at 7:30 p.m.