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**Subject:** PRAC - LOTC Reappointment Process Notes 1/26  
**Date:** Friday, January 26, 2024 2:45:32 PM

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Hi Todd and Yufeng – thanks for organizing that conversation with LOTC today. Below are the notes I took from the conversation; if you have anything to add or anything I missed let me know. I plan to provide some brief report to the Bylaws Subcommittee on Monday. I think there are good structural bones for a process here, but it'll be worth it to reach out to the CJC and other agencies too. Have a good weekend, see you Monday!

- PRAC:
  1. ORS 192.461 (PRA reappointment authorization)
  2. DAS HR partner available for guidance
  3. PRA Review – who would conduct? Deputy or PRAC?
- Long-Term Care Ombudsman (LTCO)
  1. Decision was not considered by the Board before the 360 review; had not historically consulted the board on reappointments.
  2. 360 Review of Director (Governor/DAS directed)
    - DAS template for small agency board (Lisa Hylton at DAS helped)
    - Microsoft Forms Survey, deputy director created/distributed to all direct reports to director
    - Deputy director compiled report on collected survey data with DAS review/help
  3. Board Meeting, presented data by deputy director
    - Could be executive session if director unless director asked for open meeting (which he did)
    - Not much deliberation, would need to be in open meeting if only one name to consider; if multiple candidates can be in closed.
    - Board then made recommendation by motion
    - Board could have made decision to open competitive process if didn't like 360 review
      - DAS recruiter helped LTCO Board in previous recruitments
  4. Recommendation forwarded to the governor for reappointment... with a letter from the board expressing support for reappointment.
  5. LOTC statute was silent on reappointment = had to create new process and look at updating statute.
  6. DOJ advice about missing appointment reappointment timeframes... the director stays in the role until a new one is appointed; like PRAC members now, wait in the seat until appointment is made.
- DAS HR
- Other State Boards that direct appoint executive directors

## 1. Criminal Justice Commission

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