

GOVERNING BOARD MEETING
OREGON DEPARTMENT OF GEOLOGY AND MINERAL INDUSTRIES
Thursday, September 24, 2015
9a.m.
Teleconference
Portland, OR

1) Call to Order: (Larry Givens, Board Chair)

Chair Larry Givens called the meeting to order at 9:10 a.m.

2) Introductions: (Larry Givens, Board Chair and staff)

Chair Givens and Board Member Dennis Luke were in attendance via phone. Board Member Laura Maffei was present on location.

DOGAMI Staff in attendance:

Holly Mercer, Assistant Director, Geological Survey & Services Program

Traci Cooper, Interim Chief Financial Officer

Richard Riggs, Assistant Director, Mineral Land Regulation & Reclamation Program
(via phone)

Ali Ryan Hansen, Earth Science Information Officer

Jonathan Allan, Coastal Geomorphologist and Staff Representative (via phone)

Alyssa Pratt, Office Specialist

Others in attendance:

Lauri Aunan, Governor's Office (via phone)

Vicki Jorgensen, DOGAMI Human Resources (via phone)

Larry Knudsen, Assistant Attorney General

Enrique Sama, Department of Administrative Services (via phone)

Mr. Luke informed the Board that he attended the August 26th Calico Mine Public Hearing in Bend.

1 **3) Roles, Responsibilities, and Public Meeting Requirements during the State**

2 **Geologist Recruitment Process:** (Larry Knudsen, Senior Assistant
3 Attorney General)

4 Senior Assistant Attorney General Larry Knudsen provided information related to
5 the recruitment process and advised that internal applicants should be treated
6 similar to any other applicants. Mr. Knudsen also discussed when executive
7 sessions should be held during the recruitment process. He noted that the
8 executive session script should be reviewed by his office because there is a new

revised script. He also clarified why a committee making a recommendation to a public body would come under the purview of the public meetings law. Mr. Knudsen also explained that if a public body delegates to an individual the responsibility for making a determination of which applicants proceed to the next round of interviews, that process does not come within the purview of the public meetings law.

Mr. Sama stated that in other board recruitments, boards have opted to use the model where an individual makes a determination based on feedback from others on the screening and interview panels.

4) Summary of Statistics Related to the DOGAMI State Geologist Recruitment: (Enrique Sama, DAS Executive Recruiter)

Mr. Sama indicated that he has conducted telephone interviews of applicants who have met minimum qualifications, except for two. He indicated that it had been eight days since receiving any new applications and he recommended not continuing the media component. Mr. Sama also suggested that the posting be closed 2 -3 days prior to the time the screening panel meets. He indicated that he has sent and will continue to send information about all applicants to the entire Board.

5) Review Proposed Process and Timeline for the DOGAMI State Geologist Recruitment: (Holly Mercer, Assistant Director, Geologic Survey and Services Program, DOGAMI)

Ms. Mercer reviewed the revised process and timeline with the board members. Board members discussed the timing for closing the recruitment, delegation to an individual to determine the candidates for the first round of interviews, clarification of roles and responsibilities of the Governor's representative and the Board, staff participation in the selection process, and clarification of the representative from another natural resource agency for the first round of interviews.

6) Public Comment: (Three minutes limit per person unless otherwise specified at the meeting by the Chair)

Jonathan Allan, staff representative, spoke on behalf of staff and suggested that all staff participate in the selection process. Board Member Maffei indicated that the proposed process has staff involved in two areas: the first round of interviews and the finalist round of interviews.

7) Board Action: Whether to adopt the proposed Process and Timeline for the DOGAMI State Geologist recruitment

Dennis Luke made a motion to move the closing date as recommended, of the State Geologist/ director recruitment posting from October 2nd, 2015 to September 30,

52 **2015. Maffei seconded. All in favor: Maffei, Luke, and Givens. Motion carried.**

- 53
- 54 • Mercer proposed modifications to the Proposed Process and Timeline DOGAMI
- 55 State Geologist Recruitment 2015 Document dated September 21, 2015. The
- 56 proposed changes were as follows:
- 57 • Designate on the timeline for closure as September 30th, 2015.
- 58 • For the Application screening panel section under the TASK column,
- 59 removed the text “as provided by ORS 516.120(1).” The sentence will
- 60 now read “the Governor’s representative must concur with this
- 61 candidate selection.”
- 62 Within the Application Screening section under the WHO column, it will
- 63 read “a member of the Application Screening Panel, as delegated by the
- 64 Board, selects candidates moving to the initial interview panel. This
- 65 requires concurrence of the Governor’s representative.”
- 66 • Initial Interview Panel text will be changed as follows: “Initial Interview
- 67 Panel consisting of two Board members, one Governor’s representative,
- 68 a preference of one natural resource agency head, or deputy, with
- 69 comparable experience, and one DOGAMI staff, interviews the
- 70 candidates. Following the interviews and deliberation, a member of the
- 71 Initial Interview Panel, as delegated by the Board, selects the candidates
- 72 to move to the Finalist interviews.”
- 73 Within the Initial Interview section, under the WHO column: it will be
- 74 changed to read “A member of the Initial Interview Panel, as delegated by
- 75 the Board, selects the candidates to move to the finalist interviews.
- 76 Requires concurrence of the Governor’s representative.”
- 77 • Finalist Interviews by Staff, text will be “Staff interview of finalist consists
- 78 of 4-7 staff members. It will be facilitated by DAS HR using questions
- 79 prepared in collaboration with DAS HR.” The rest of the language will
- 80 remain the same.
- 81 • Mercer proposed that the Board adopt the Process and Timeline as
- 82 revised on September 24, 2015, for the State Geologist recruitment.

83 **Laura Maffei made a motion to adopt the Revised Process and Timeline as**

84 **stated in the proposal. Luke seconded. All in favor: Maffei, Luke and Givens.**

85 **Motion carried.**

86

- 87 • Mercer proposed that the Board delegate to the Board Chair to select the
- 88 candidates that will proceed to the initial interview and the finalist interviews. It
- 89 was also proposed that the Board delegate to Traci Cooper and Holly Mercer to

work with staff to identify a staff participant at the initial interview stage and to identify a panel of 4-7 staff members to participate in the finalist Interview stage. It was also proposed that the Board provide authority to the Board Chair to make adjustments to the timeline as necessary to accommodate schedules. **Dennis Luke made a motion to adopt the proposal as stated by Mercer. Maffei seconded. All in favor: Givens, Luke and Maffei. Motion carried.**

Mr. Luke suggested agency staff research better ways to exchange information with individuals regarding testimony at hearings and Board meetings. Chair Givens requested information regarding Senate confirmation of DOGAMI's new board member. Ms. Aunan indicated that the hearing would be on September 28th at 8 a.m.

8) **Adjourn**

Chair Givens adjourned the meeting at 11:10 a.m.

APPROVED:



Larry Givens, Chair