

Agenda Item No.:	B
Work Plan Title & #:	Board Strategic Planning, Implementation and Monitoring Work Plan 1
IBI # & Title:	IBI2 – Measuring Progress
Presentation Title:	2009 Board Governance Performance Self-Evaluation Initiation
Date of Presentation:	April 24, 2009
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SUMMARY

The annual Board of Forestry’s governance performance self-evaluation process for 2009 is ready to be initiated.

CONTEXT AND BACKGROUND

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 original measure was a generic template which was to be tailored to individual board or commission needs. The Board adopted the measure to be included in the 2007-09 set of Key Performance Measures. The Board also adopted an implementation plan that initially engaged the measure in 2007. It is now time to initiate the 2009 process.

ANALYSIS

The proposed process and timeline is as follows:

1. The “tailored” Board of Forestry form is included as Attachment 1, and is essentially the same form used for the 2007 and 2008 processes.
2. The target for the performance measure (“Percent of total best practices met by the Board.”) is 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 Associate State Forester, 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 3, 2009 meeting.
4. The June 3, 2009 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 timeline will be:
- a) April 27 – May 15 Individual Board member completion of the input form and return to the Associate State Forester
 - b) May 15 – May 22 Staff analysis of individual board member input and preparation of initial cumulative evaluation report for use at June Board meeting
 - c) May 25 Delivery of initial cumulative evaluation report to Board members (electronically)
 - d) June 3 Board meeting with self-directed collective discussion and evaluation by the Board
 - e) June 4 – June 26 Staff completion of draft final report for July Board meeting review and approval
 - f) July 31 Board meeting review and approval of final report
 - g) September 1 Submittal of Board's 2009 report with the Department's FY2009 Key Performance Measures Annual Report

RECOMMENDATION

The Department recommends when the Board of Forestry approve the proposed process for the 2009 Board governance self-evaluation as outlined in this agenda item.

NEXT STEPS

Assuming the Board approves this 2009 plan, agency staff will send the evaluation form individually to Board members via electronic email with a completion and return date no later than Friday, May 15, 2009. 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 3, 2009 meeting.

ATTACHMENT

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