



Board Processes Committee Minutes

February 10, 2021 at 9:00

Attendance

Board members present were Kevin Howe, Deb Blazek, Rita Martins, and Nikki Gunn. Staff present was Debra Schrader, ECI Director. The meeting took place by Zoom. Kevin will be the reporter for the February 18, 2021 board meeting.

Board Evaluation *(information)*

The committee reviewed the Board performance evaluation that was conducted by the board and the community. A few things to note from the evaluations were:

- The community and the board were fairly consistent on a scale of 1-5, with all scores being at 4.0 or higher in each of the 12 areas.
- The scores and comments were fairly consistent with the previous year evaluation.
- Areas of strength are:
 - The board receives regular reports
 - The board attends to policy-related decisions
 - The board meetings facilitate focus and progress
 - Structural pattern
 - The board has a full and common understanding of the roles and responsibilities of the board
- Area in need of improvement:
 - All necessary skills, stakeholder and diversity
 - Common understanding of the roles and responsibility

Board Professional Development Plan *(action requested)*

The committee drafted the board professional development plan for FY22 utilizing the evaluations for action. It is to be noted that a board professional development plan is no longer a requirement of a local ECI board. It was also recommended that when the request for proposal announcement through constant contact have the board members listed to assist with community partners knowing who are board members.

Policy 1.1.1 *(action requested)*

The committee reviewed policy 1.11.1; compliance with open records laws and recommends changes to the policy. A public records request form is also recommended.

FY22 Board Meeting Calendar *(information)*

The committee reviewed the FY22 board meeting calendar; the calendar mirrors past years and there are 9 board meetings scheduled.

Adjourn

Meeting adjourned at 9:50. The next meeting will be in August 2021.