



## **Minutes of Enduris Board of Directors Special Meeting and Workshop November 14, 2018**

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Enduris Office, 1610 S. Technology Blvd., Spokane, WA  
12:30 p.m. – 5:00 p.m.

Board Members Present: Jeri Sevier, Chair; Greg Brizendine, Vice Chair; Noel Hardin, Board Member; Patsy Martin, Board Member. Kim Bedier and Vicki Carter were excused.

Others Present: Cheryl Duryea, Enduris General Counsel; Sheryl Brandt, Enduris Chief Risk Officer; Rafaela Ortiz, Chief Operating Officer; Joy Jelsing, Enduris Administrative Assistant

*Call to order: Chair Jeri Sevier called the meeting to order at 12:30 p.m.*

Ms. Sevier recommended that the proposed agenda be rearranged due to Ms. Martin arriving mid-afternoon. Instead of starting with the Executive Session, the Board proceeded with a discussion on the CEO evaluation process.

### CEO Evaluation Process

The Board discussed various criteria for evaluating the Executive Director and identified two components for the Board to consider: 1) organizational performance based on the Board's *Operational Expectations* and *Goal* policies, and 2) a competency performance (i.e. leadership qualities). A list that comprises the competency component will be drafted by Ms. Sevier and Ms. Ortiz for the Board to review.

The following are other key items from this discussion:

- The competency performance will include goals for the executive director and should be determined prior to hiring the new executive director.
- The BCR-5 governing policy pertaining to the current CEO evaluation will be revised once the Board approves the new process.
- This process is a starting point and will be a work in progress with the expectation that it may change year to year.

*Ms. Sevier recessed the special meeting and workshop at 2:18 p.m. for a break and reconvened the meeting at 2:50 p.m.*

### Recruitment of Executive Director

*The Board entered into Executive Session at 2:50 p.m. to discuss qualifications for candidates for employment. The special meeting and workshop reconvened at 5:00 p.m.*

**BRIZENDINE/MARTIN moved to open the Executive Director position internally first and assess internal candidates before making a decision on whether to do an open recruitment. An email will be sent from Ms. Sevier to the Enduris staff to submit a letter of interest if they have interest in the position. The Board will return in December to conduct interviews and make a decision at that time. Motion carried.**

**MARTIN/HARDIN moved to adjourn the meeting at 5:05 p.m. Motion carried.**

  
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Jeri Sevier Chair