

**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

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

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

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20 **4) Summary of Statistics Related to the DOGAMI State Geologist Recruitment:** (Enrique

21 Sama, DAS Executive Recruiter)

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

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30 **5) Review Proposed Process and Timeline for the DOGAMI State Geologist**

31 **Recruitment:** (Holly Mercer, Assistant Director, Geologic Survey and  
32 Services Program, DOGAMI)

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

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

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

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

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

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

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- 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 30<sup>th</sup>, 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.**

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- 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

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

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97 Mr. Luke suggested agency staff research better ways to exchange information  
98 with individuals regarding testimony at hearings and Board meetings. Chair  
99 Givens requested information regarding Senate confirmation of DOGAMI's new  
100 board member. Ms. Aunan indicated that the hearing would be on September  
101 28th at 8 a.m.

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103 8) **Adjourn**

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

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107 APPROVED:

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Larry Givens, Chair