

**COVER SHEET – AGENDA ITEM #R1**

For Commission Meeting: September 12, 2016

“MHCRC Evaluation of Staff Services”

**Recommendation**

Chair Studenmund recommends that the Commission accept the FY2015-2016 MHCRC Evaluation of Staff Services.

**Background**

The Commission contracts with the City of Portland for staff support through an Administrative Services Agreement. The Agreement calls for the Commission to conduct an annual evaluation of services provided under the Agreement. In June 2006, the Commission approved the current form and process for the staff services evaluation.

Under the process, Commissioners receive an online survey to gather input and comments about staff support. The responses are provided to the Commission Chair. In addition, the MHCRC staff director compiles an assessment of staff performance over the past year. The Commission Chair and staff director meet to discuss the results of the commission survey and the staff “self-assessment.” Chair Studenmund summarizes individual Commissioner comments and input from the survey under the “Strengths and Areas for Improvement” section of the report. Chair Studenmund will present the final MHCRC FY15-16 evaluation of staff services at the upcoming meeting.

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September 6, 2016