

**COVER SHEET – AGENDA ITEM #R4**

For Commission Meeting: September 21, 2015

“MHCRC Evaluation of Staff Services”

**Recommendation**

Chair Studenmund recommends that the Commission accept the FY2014-2015 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 the service contract. In November 2001, the Commission approved a staff support performance and development appraisal form, which was updated in June 2006.

The Commission Chair sends an online survey to commissioners to gather input and comments about staff support. 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 will present the compiled MHCRC FY14-15 evaluation of staff services at the upcoming meeting.

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September 11, 2015