

Oregon Sweet Cherry Commission

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COMMITTEE ON REPLACING ADMINISTRATOR

SPECIAL MEETING MINUTES

The K & K Office Conference Room

1716 E. 12th St., The Dalles, OR 97058

Monday, January 22, 2018 11:00 A.M.

Call to Order/Introductions

Dan Crouse, Chairman, brought the meeting to order at 11:11 a.m. the following Commissioners including Dan were present: Stacey Cooper, Megan Thompson, Ryan Bond, Brad Pickering called in from his office.

Kris Anderson, ODA Commodity Commission Program Manager, and Anika Marriott, Asst. Attorney General Natural Resources, were also present via conference call.

Dan Crouse read the required script opening the Executive Session in accordance with ORS 192.660(2)(f). To summarize the script, the information provided by the Asst. Attorney General must only be discussed in Executive Session. No decisions are made during Executive Session.

The Executive Session concluded at 11:37 a.m.

The meeting returned to open session; Brad and Anika were no longer part of the call and Kris phoned back in. Dana Branson, OSCC Administrator, was called into the room.

Dana had been asked at the January 19 meeting to gather information about her work hours. The committee (minus Brad) went over the information. Looking at 2016-17 it requires about 40 hours per month on average. She will summarize the past three years hours by month along with the main activity for each month.

The estimate of hours and activities will be useful to talk with other commodity commissions that have paid staff or to talk with another government agency about providing administrative services to the OSCC. If the option of entering into an agreement with another commission with paid staff or with another government agency with paid staff doesn't bear fruit, OSCC can use the estimate of hours and activities to explore the option of hiring a part-time administrator.

The Commission will seek guidance from state labor and employment when and if it needs to develop a compensation plan (wages, vacation, holiday and sick pay, benefits) that meets legal requirements for a part-time employee. Dana will ask Kris Anderson to contact the labor and employment attorney.

The meeting adjourned at 11.54 a.m.