

OREGON SWEET CHERRY COMMISSION
2667 Reed Rd., Hood River, OR 97031 Phone: (541) 386-5761
SPECIAL MEETING NOTICE Via Conference Call

Dan Crouse, Chairman, called the meeting to order at 12:01 with the following commissioners consisting of a quorum present: Megan Thompson, Ryan Bond, Stacey Cooper, Wade Root, Les Stephens, Steve Sandau, Andrea Galloway. Kris Anderson, Oregon Department of Agriculture (ODA) Commodity Commission Program Manager and Dana Branson, Administrator were also on the call.

The first agenda item was to finalize and approve the Request for Proposal (RFP) to replace the Administrator. *Ryan Bond moved to exempt notice to the Oregon Agriculture Commodity Commission mailing list and use the notification list provided by ODA. Wade Root seconded and the motion carried unanimously.*

A draft of interview questions was emailed ahead of the meeting. One of the questions was to ask the applicant to describe one of their shortcomings. It was changed to ask about their time management skills. The evaluation criteria was changed from percentages to points for each area. There was a question regarding any post offer requirements or qualifications – such as a drug test. After discussion an insurance requirement was added. *Megan Thompson moved and Ryan Bond seconded to approve the interview questions and criteria as amended. The motion carried unanimously.*

Stacey Cooper moved and Les Stephens seconded to approve points on cost as is in the RFP. The motion carried unanimously.

Kris Anderson asked for permission to change the RFP language if necessary after investigating the insurance question. She will email the definition of 'bondable' to the Commissioners.

The public hearing for Administrative Rule Change to increase the assessment rate on processed cherries (brined, canned and frozen) from \$6.75/ ton to \$9.00/ton was held Friday, March 23. There were no written comments submitted and no one signed up to give testimony in person. *Megan Thompson moved and Stacey Cooper moved to adopt and file the permanent rule. The motion carried unanimously.*

The meeting adjourned at 12:51.