



Minutes Special Board Meeting

Monday, April 5, 2021
3076 NE Diamond Lake Blvd, Roseburg, OR 97470

PRESENT: Kat Stone, Lonnie Rainville, Sarah Thompson, Mike Baker, Mark Hendershott, John Parker

ABSENT: All Directors Present

1. Call to Order:

Meeting called to order at 5:33 p.m. by Board Chair John Parker.

2. Roll Call

Roll call taken by Board Chair John Parker.

3. Pledge of Allegiance

Recitation of the Pledge of Allegiance.

4. Public Comment for On Agenda Items Only

No Public Comment for On Agenda Items Only.

5. RFP for recruiting firm update

Board Chair has not received any updates from UPTD attorney regarding this RFP for recruiting firm. General Manager Cheryl Cheas was not directed to communicate with UPTD attorney regarding RFP for recruiting firm nor has heard from UPTD attorney.

Kat Stone requested that a committee be formed to address RFP for recruiting firm. Mike Baker suggested there is a need to establish a timeline for this process, such as length that RFP is going to be out and then the time needed to review the responses, then to enter the contract and negotiate the terms of that contract. Discussion followed.

Motion: Kat Stone moved to form a committee for contract review for procurement process. Seconded by Mike Baker. Discussion followed. Consensus that this is not a permanent standing committee but specifically for this RFP for recruiting firm. Motion carries unanimously. Vote: Yay-6, Nay – 0.

General Manager Cheryl Cheas added that during UPTD site review that one of the findings was about procurement and the suggested fix was that the Board needs additional training regarding the procurement process and to appropriately navigate the process.

Mike Baker volunteers to be chair of this committee and clarified from Board Chair John Parker that he has permission to talk and coordinate with UPTD attorney regarding this matter. Kat Stone and Sarah Thompson will join Mike Baker in this committee.

6. Agenda Build – Next Regular Meeting rescheduled April 19, 2021

- Site Review Report
- Potential RFP update
- Policy reviews for adoption

7. Adjournment at 5:49 p.m.