**JOC Evaluation Committee**

**Meeting called by:** Linda Shilley  
**Type of meeting:** Monthly Committee  
**Facilitator:** Quinn Dolan  
**Note taker:** Samuel Strom

**Voting Members:**  
☐ Quinn Dolan, ☐ Randy Horn, ☐ Aleanna Kondelis,  
☐ Michael LaVielle, ☐ Brent LeVander, ☐ Eric Lindstrom, ☐ Gina Owens, ☐ Linda Shilley, ☐ Brian Thomas

**Invitees:**  
☐ Tollen Bramby, ☐ Garett Buckingham, ☐ Debra Delzell, ☐ Michel Ligtenberg, ☐ Diana Peterson, ☐ Jena Richmond, ☐ Melissa Van Gorkom, ☐ Amanda Witt

**Agenda Items**

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<td>☐ Welcome and Board Member Introduction</td>
<td>Linda</td>
<td>5 Minutes</td>
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<td>☐ Approve Agenda</td>
<td>Linda</td>
<td>5 Minutes</td>
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<tr>
<td>☐ Data Collection Efforts update</td>
<td>Quinn &amp; Brian</td>
<td>10 Minutes</td>
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<td>☐ Best Practices Manual – Section Leads &amp; Format</td>
<td>Linda</td>
<td>30 Minutes</td>
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<td>☐ General Items</td>
<td>All</td>
<td>15 Minutes</td>
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<td>☐ Next Meeting</td>
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**Notes**

**Welcome and Board Member Introduction**

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**Approve Agenda**

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**Data Collection Efforts update**

- Intent to get report out in May to CPARB.

**Best Practices Manual - Draft Outline Discussion**

- April: Who would be best to lead on certain sections?  
- Goal to have a draft by December.
- April: Discuss how detailed or simple the format should be based on target audience:
  1. Public agency that hasn’t used JOC.
  2. Possible JOC Contractor – What to expect?

General Items – Members input

Next Meeting
Thursday, May 21?