

# JOC Evaluation Committee

Date | time 4/16/2020 2:00 PM | Call in number: 1-206-899-2838, Conf ID 421 544 356#

Location: Microsoft Teams

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,  Garrett Buckingham,  Debra  
Delzell,  Michel Ligtenberg,  Diana Peterson,  Jena  
Richmond,  Melissa Van Gorkom,  Amanda Witt

## Agenda Items

| Topic                                                                   | Presenter     | Time allotted |
|-------------------------------------------------------------------------|---------------|---------------|
| <input type="checkbox"/> Welcome and Board Member Introduction          | Linda         | 5 Minutes     |
| <input type="checkbox"/> Approve Agenda                                 | Linda         | 5 Minutes     |
| <input type="checkbox"/> Data Collection Efforts update                 | Quinn & Brian | 10 Minutes    |
| <input type="checkbox"/> Best Practices Manual – Section Leads & Format | Linda         | 30 Minutes    |
| <input type="checkbox"/> General Items                                  | All           | 15 Minutes    |
| <input type="checkbox"/> Next Meeting                                   | All           | 20 Minutes    |

## 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

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### **Next Meeting**

Thursday, May 21?