



**MINUTES  
STRATEGIC PLANNING COMMITTEE**

**December 16, 2020**

In accordance with the current State of Emergency and the Governor's Executive Order N-25-20, of March 12, 2020 and N-33-20 of March 19, 2020, teleconferencing was used for this meeting. Board members, staff and members of the public were able to participate by webinar and members of the public were also able to participate by telephone.

**1. Call to Order/Roll Call**

Board Chairman Howard Salmon had made new committee assignments and assigned Director Jeffries to chair the Strategic Planning Committee.

Committee Chair Jeffries called the meeting to order at 5:00 p.m.

In attendance: Committee Members Jennifer Jeffries and Howard Salmon, Executive Director Rachel Mason, Staff Members Linda Bannerman, and Mireya Banuelos.

**2. Public Comments**

None

**3. Discussion Items**

**a. 2020-2021 Annual Goals for CEO**

CEO Rachel Mason reviewed in some detail the goals that had been established by the Board and herself. (See attached). She noted that the status of the pandemic will influence whether meetings and activities will remain virtual. Director Salmon suggested, and Director Jeffries agreed to the addition of another category which would cover the District's Covid-19 response. In January, this report from the CEO will be presented to the Board.

**b. Board Assessment Review**

**i. The Strategic Planning Process**

- The board's collective understanding of the evolving political/economic environment (local, regional and national) ensures effective strategic decision making: 3.6 out of 4
- Our organization has a flexible, responsive strategic planning process: 3.4 out of 4
- Our organization's strategic objectives are clearly communicated to the board, employees and other stakeholder individuals and organizations: 3.2 out of 4
- The board focuses the majority of its time on strategic thinking and strategic leadership rather than strategic plans: 3 out of 4
- The board is well-familiar with the planning data and assumptions that form the foundation for the strategic plan: 3 out of 4

CEO Rachel Mason said it had been agreed that any assessments scoring in category 3 be brought to Strategic Planning to assure processes were, or would be, put in place to address any issues or improvements. Director Salmon recommended a Board Development and Education item be placed on the Board agenda. Progress on items in category 3 could be updated under this item. There was consensus to begin this addition to the agenda in January of 2021.

ii. Community and Stakeholder Perspectives

- Board members understand critical community health needs and challenges: 3.6 out of 4  
An example of progress in this area is the scheduling of a public hearing on the budget.

4. Board Member Comments and Future Agenda Items

Director Jeffries said she would like to discuss with Catalyst representatives some concerns she has regarding their survey prior to the scheduled Special Board meeting on Friday.

5. Adjournment

There being no further business, the meeting was adjourned at 5:27 p.m.



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Howard Salmon, Chair



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Pamela Knox  
Board Secretary/Clerk