

Date: July 5, 2018
To: Environmental Quality Commission
From: Richard Whitman, Director 
Subject: Agenda item Q, Informational item: Commission's annual self-evaluation
July 11-13, 2018, EQC meeting

Why this is important The Oregon Environmental Quality Commission must complete an annual self-evaluation. The survey gives commission members the opportunity to review their processes and procedures and DEQ information to refine and improve commission support.

Survey results The survey results indicate that the commissioners have a high level of knowledge about the commission's and DEQ's operations, roles and responsibilities. The performance measure has a summary target of 100 percent, and the 2018 self-evaluation, assessing the 2017 meeting year, had a summary average 96 percent. The compiled results, including comments, and analysis are included as attachment A.

Next steps and commission involvement DEQ staff will present the summary results for discussion at the July 11-13, 2018, commission meeting. At the request or direction of the commission, DEQ may provide additional training, information and support to the commission in response to the survey results. The results will also be included in DEQ's annual Key Performance Measures report to the Oregon Legislature.

Attachments A. Compiled survey results and analysis

Report prepared by Stephanie Caldera
Commission assistant

EQC self-evaluation survey results and analysis for 2017 meeting year

Overall score: 96 percent

Target: 100 percent

Four commissioners completed a self-evaluation survey in June 2018. The results, seen below, were averaged for an overall score. Answers marked “Do not know” did not have a percentage result, and were not used to create the individual or averaged total scores.

The survey omitted three questions that were not applicable from the last version. These questions are at the end of this document and will be included in the 2019 evaluation of the 2018 meeting year.

Areas of strength

Generally, the commission displays strength and confidence across all topics and questions in the survey. Survey results indicate that the commission is generally satisfied with the information provided by DEQ, and the overall score trend is stable.

Areas for improvement

The commissioners scored questions one and eight the lowest, at 90 percent. These questions relate to the communications from DEQ to the commissioners and opportunities for commissioners to collaborate with other entities. DEQ will ask the commission for ways to improve these two sectors as part of the July 11-13, 2018, meeting discussion.

Results over time

2008: 100 percent – *First year of measurement, used only a yes/no ranking scale*

2009: 90 percent – *Started using the scale of 0, 40, 80 or 100 percent ranking scale*

2010: 82.3 percent

2011: 96.7 percent – *Revised questions for additional relevancy*

2012: 95 percent

2013: 98 percent – *Reworded questions eight and 11 based on 2012 feedback and need for clarity*

2014: 98 percent – *Refined questions and added option for “more information”/narrative entry*

2015: 100 (Note: rounded up from 99.6) percent – *Added additional questions regarding the liaison positions*

2016: 95 percent

2017: *No evaluation done due to change in EQC membership*

2018: 96 percent (rounded up from 95.56 percent)

Survey results: As recorded in June 2018 for the 2017 meeting year

1. The commission is kept updated about DEQ's key communications.

90 percent

- None of the time (0 percent)
- Some of the time (40 percent)
- Most of the time (80 percent) - 2
- All of the time (100 percent) - 2
- Do not know

2. The commission is appropriately involved in policy-making activities, such as rule adoption.

95 percent

- None of the time (0 percent)
- Some of the time (40 percent)
- Most of the time (80 percent) - 1
- All of the time (100 percent) – 3
- Do not know

Comment: I think this is true. Occasionally I wonder if we should discuss options that would satisfy the need for a change. Sometimes it feels like we are given approve/disapprove decisions that might have had more options originally.

3. DEQ's budget and policy option packages are aligned with its mission and goals.

95 percent

- None of the time (0 percent)
- Some of the time (40 percent)
- Most of the time (80 percent) - 1
- All of the time (100 percent) – 3
- Do not know

4. The commission reviews all proposed budgets.

100 percent

- None of the time (0 percent)
- Some of the time (40 percent)
- Most of the time (80 percent)
- All of the time (100 percent) – 4
- Do not know

5. The commission is appropriately informed about budgets and how resources are used at DEQ.

95 percent

- None of the time (0 percent)
- Some of the time (40 percent)
- Most of the time (80 percent) - 1
- All of the time (100 percent) – 3
- Do not know

Comment: Staff does a great job moving us through the process throughout the year.

6. Based on the budget and financial information presented to the commission at its regular meetings, DEQ adheres to accounting rules and other relevant financial controls.

100 percent

- None of the time (0 percent)
- Some of the time (40 percent)
- Most of the time (80 percent)
- All of the time (100 percent) – 3
- Do not know - 1

7. I am aware of and act in accordance with my role as a public official

100 percent

- None of the time (0 percent)
- Some of the time (40 percent)
- Most of the time (80 percent)
- All of the time (100 percent) – 4
- Do not know

8. The commission encourages collaboration and has opportunities to collaborate with other state, local, tribal and federal entities.

90 percent

- None of the time (0 percent)
- Some of the time (40 percent)
- Most of the time (80 percent) - 2
- All of the time (100 percent) – 2
- Do not know

9. DEQ offers commission members opportunities to participate in hearings, informational meetings and other agency events.

95 percent

- None of the time (0 percent)
- Some of the time (40 percent)
- Most of the time (80 percent) - 1
- All of the time (100 percent) – 3
- Do not know

10. What other information would you like to receive from DEQ, or others, to make your service as a commissioner more meaningful or effective? Do you have other comments, questions or suggestions to improve the role and work of the commission, or for DEQ staff?

1. To be determined.

2. We are pretty insulated from the political side of the equation, would be nice to have a full complement of 5 commissioners and don't have an acceptable reason for the delay.

Questions omitted in 2018, which will be included for the 2019 evaluation of the 2018 meeting year

1. The commission reviews the director's performance expectations to ensure that they are current.

2. The commission gives the director an annual performance review.

3. The agency's mission and high-level goals are current and applicable.