



STATE OF ARIZONA
BOARD OF BEHAVIORAL HEALTH EXAMINERS
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KATIE HOBBS
Governor

TOBI ZAVALA
Executive Director

MEETING OF THE ARIZONA BOARD OF BEHAVIORAL HEALTH EXAMINERS
PERSONNEL SUBCOMMITTEE
MINUTES OF THE COMMITTEE MEETING
Friday, April 14, 2023

Members present: Patricia Dobratz, Meaghan Kramer, Adalesa Meek

Members absent: Cedric Davis

Staff present: Tobi Zavala, Executive Director, Mona Baskin, A.A.G., Elma Brambila, Assistant Director

1. **Call to order**

The meeting was called to order at 8:30 a.m. on April 14, 2023, with Ms. Dobratz presiding.

2. **Roll call**

See above.

3. **Review and approval of minutes**

A. *June 10, 2022, Personnel Subcommittee Minutes*

Ms. Kramer moved, seconded by Ms. Dobratz, to approve the Personnel Subcommittee Minutes for the June 10, 2022 meeting as submitted. The motion passed unanimously. Ms. Meek abstained.

4. **Review, consideration, and possible action regarding the Executive Director's annual performance evaluation.**

Members discussed the feedback received regarding Ms. Zavala. Ms. Meek moved, seconded by Ms. Kramer, to have Ms. Dobratz move forward to draft the annual performance evaluation feedback as presented. The motion passed unanimously.

5. **Future agenda items**

None.

6. **Establishment of future meeting date(s)**

The next regular meeting is scheduled for Friday, May 5, 2023, at 8:30 a.m., at 1740 W. Adams St., Board Room B.

7. **Adjournment**

Ms. Kramer moved, seconded by Ms. Meek, to adjourn. The motion passed unanimously and the meeting was adjourned at 8:38 a.m.

Chairperson signature

Approval Date