

October 22, 2024

**TO: RAILS Board Policy Committee**

**FROM: Monica Harris, Executive Director**

**SUBJECT: Goal Setting for Policy Committee**

Thank you to you all for volunteering to serve on the Policy Committee this year and for a great first meeting of FY2025 last month. Now that you have had the opportunity to review the full employee handbook and to have a sense of our practice around policy revision, we wanted to open it up to the group to discuss how you would like to move forward with revisions this year.

At the meeting we will share our proposed sections for consideration from the handbook from FY2024 as well as a breakdown of how many policies from the handbook are still left to be considered by the committee. It would be helpful if you could consider the following questions for our discussion:

- How important is it for us to complete the full handbook revision by June 2025?
- How many new policies is it realistic for us to consider each month?
- Is it helpful to see a clean copy as well as a copy with revisions in the packet? Is there another format you would prefer?
- Is the current system working? Are there changes you would like to see in the process?
- Do you have systems for considering new policies with your own boards that we should consider adopting?

We will discuss these questions, but we also welcome any additional insight you would like to bring to the discussion on October 28. Feel free to reach out to me in advance of our discussion with any additional questions or comments.