

Briefing for PWSRCAC Board of Directors – September 2022

INFORMATION ITEM

Sponsor: Robert Archibald
Project number and name or topic: Executive Director Evaluation Review Committee Update

1. **Description of agenda item:** At its March 8, 2022 special meeting, the Board approved establishing an ad hoc committee to review the annual Executive Director evaluation process. Then in May, an ad hoc committee was appointed including the following members: Ben Cutrell Robert Beedle, Amanda Bauer, Aimee Williams, Angela Totemoff, Robert Archibald, and Bob Shavelson.

The committee has met twice over the summer and has developed a recommendation for Executive Director annual evaluations going forward. The purpose of this agenda item is to update the Board of the committee’s recommendation to gain consensus from the group going forward, and to review the proposed questions to be used for a 360 Evaluation.

2. **Why is this item important to PWSRCAC:** Regular evaluation of the Executive Director along with clear communications of the expectations and goals of the Board for the Executive Director position is critical to the success of the organization.

3. **Previous actions taken by the Board on this item:**

Meeting	Date	Action
Board	5/5/2022	Appointed the following Board members to the ad hoc Executive Director Evaluation Review Committee: Ben Cutrell, Robert Beedle, Amanda Bauer, Aimee Williams, Angela Totemoff, Robert Archibald, Bob Shavelson.

4. **Summary of policy, issues, support, or opposition:** The process and schedule for evaluating the Executive Director is outlined in policy 621.

5. **Committee Recommendation:** The proposed questions to be used for a 360 Evaluation will be delivered to the Board in Executive Session.

6. **Action Requested of the Board of Directors:** None, although action will need to be taken to enter into Executive Session to review the proposed questions noted in item five above.

7. **Attachments:** Any supporting materials will be provided to the Board under separate cover.

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