



Department Head Evaluation Process and Schedule

Board Meeting

Item 9-2

May 10, 2016

Human Resources Group

FY 2015-16 Evaluation Process



20 Core Performance Feedback Topics

STANDARD 5-POINT RATING: “To What Extent Does Department Head”:
To a Very Little Extent < --- > To A Very Great Extent

Strategic Leadership

Align Priorities with Mission and Board

Provide Proactive Insights

Prepare Organization for Future Challenges

Project Positive Image of Metropolitan

Operational Leadership

Ensure Department Adds Value

Provide Innovative Solutions

Meet Assigned Timeframes

Improve MWD Operations

Board Relationships

Excellent Board Working Relationships

Keep the Board Informed

Develop Strategic Plans with Board

Is Open to Constructive Suggestions

Communicate Well at Board Meetings

Available to Board Members

Results

Make Progress on Board Expectations

Achieve Expected Results

Ensure Compliance

Effectively Manage Budgets

Evidence a Strong Commitment to Diversity

Work Effectively with Other Departments

+ Written Specific Areas for Improvement

Evaluation Guidelines

- All Board Members will participate in evaluating Department Heads
 - Optional if less than 4 months on Board
- Participation tracked and responses anonymous to Metropolitan
- Email with links to Evaluations and Year-End Summaries will be e-mailed on July Board day
 - Subject: Weblinks to Department Head Evaluations

Evaluation Guidelines

- Opportunities for specific written comments
 - If item is rated, feedback box will appear
 - At end of each section asks for the Most Significant Improvement desired
- Evaluations due by *Tuesday evening, July 26*
 - Reminder emails will be sent, as needed
- Contact Irwin Jankovic for questions or support



Questions?