

OLYMPIC REGION CLEAN AIR AGENCY
2940 LIMITED LANE NW
OLYMPIA WA 98502

Personnel Committee Meeting

March 11, 2020
9:00 am

Be courteous – Please silence all cell phones

I. CALL TO ORDER

II. APPROVAL OF AGENDA
(Ask for any corrections, additions/omissions)

III. EXECUTIVE DIRECTOR EVALUATION and SALARY

1. Evaluation/Process Discussion
2. Salary Discussion

V. ADJOURN

Olympic Region Clean Air Agency

Executive Director Performance Measures and Evaluation

1. Vision and Mission: Does the Executive Director have a clear understanding of the vision and mission of ORCAA, effectively communicate the vision and mission to staff, and play a key role in translating these into realistic strategies, actions and programs?

Overall Rating: 1 2 3 4 5
Lowest Highest

Comments:

2. People Management: Does the Executive Director select and develop qualified staff, build morale among staff, and promote confidence in ORCAA by consumers (the public) and customers (the regulated)?

Overall Rating: 1 2 3 4 5
Lowest Highest

Comments:

3. Program Management: Does the Executive Director have appropriate knowledge of ORCAA's programs, services, and relevant scientific issues, and provide suitable oversight to staff managing high quality programs and services?

Overall Rating: 1 2 3 4 5
Lowest Highest

6. Board / Staff Relationship: Does the Executive Director work effectively with the Board, maintain an open communication and a collegial, professional environment?

Overall Rating: 1 2 3 4 5
Lowest Highest

Comments:

7. Media and Community Relations: Does the Executive Director maintain a positive professional reputation in the community, and cultivate effective relationships with public officials, consumers, customers, media, and other relevant community organizations?

Overall Rating: 1 2 3 4 5
Lowest Highest

Comments:

8. Other Expectations: Does the Executive Director respond appropriately to unanticipated or difficult situations, and to those specific challenges and controversies associated with ORCAA's unique mission?

Overall Rating: 1 2 3 4 5
Lowest Highest

Comments: