

Agenda Date: January 20, 2005  
Agenda Placement: Regular  
Estimated Time: 5 minutes  
Continued Item: No

## Board Agenda Item

TO: Air Pollution Control District Board

FROM: Terry Dressler, Air Pollution Control Officer

SUBJECT: Ad Hoc Committee to Conduct Control Officer Performance Evaluation

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### RECOMMENDATION:

Appoint an ad hoc Board committee to develop a draft performance evaluation for discussion at the May 20, 2005 Board meeting closed session.

### DISCUSSION:

Section 6 of the Agreement of Employment between your Board and the Control Officer provides for an annual performance evaluation. It calls for (a) specific criteria to be developed jointly by your Board and the Control Officer, (b) the submission of a report of accomplishments by the Control Officer, (c) a summary written statement of performance evaluation and an opportunity for the evaluation to be discussed before the Board by the Control Officer, and (d) goals and objectives for the coming year.

For the last several years, your Board has appointed an ad hoc committee to prepare a draft performance evaluation for discussion by the entire Board and the Control Officer. I propose that you continue this practice. I will provide a copy of the evaluation form and an annual *Report of Accomplishments*, which includes suggested goals and objectives for the coming year, to aid the ad hoc committee in this process.

I look forward to continuing to work with your Board to implement your policy direction. Your feedback on my performance is important to me. It allows me to continuously improve my ability to meet the needs of your Board and the community.