

Executive Committee Meeting

February 28, 2017 – 3.00 p.m.

Room A

4440 Grand Blvd., New Port Richey

Dial in: 1.800.750.4065 Participant Code: 9215386#

Committee Members:

Mark Barry, Sondra Cranford, Mark Earl, Dave Lambert, Lex Smith,
Seth Weightman

Agenda

Call to order Mark Earl, Chair

Discussion Item – 2017 Performance Evaluation Criteria for Jerome Salatino

- Establish 2017 goals and performance measures for Jerome Salatino..... Handouts
 - Review current goals
 - Review current survey questions
 - Proposed goals for 2017

Public Comments

Adjournment



Performance Management Program

Employee: **Jerome Salatino**

Evaluation Period: **Calendar Year 2016**

	Goal	Objective	Measure	Points Range
1	Exercise oversight of financial management to include internal control, cash management, procurement and other administrative processes	Audit report containing no questioned costs, no material weaknesses or significant deficiencies, and an unqualified opinion on internal controls and major program compliance.	Unqualified opinion and no questioned costs Unqualified opinion, no questioned costs, and no material weaknesses or significant deficiencies	1 pt 2 pts
2	Increase organizational revenue	Increase revenue and/or grant funds beyond base allocation	Increase by \$500k Increase by \$750k or more	1 pt 2 pts
3	Operational and programmatic performance	Achieve ratio of Green to Red (high to low performance)	Achieve rating to +8 up to +10 Achieve rating to +10 or higher	1 pt 2 pts
4	Improve customer satisfaction ratings	Increase Employer Satisfaction over prior year's rating (80%) Increase Customer Satisfaction over prior year's rating (90%)	Improve Employer Satisfaction rating 2 points or more Improve Customer Satisfaction rating 2 points or more	.5 pt .5 pt
5	Performance evaluation survey	Based on results of evaluation by Board Members	Achieve overall rating of 3.5 up to 4.0 Achieve overall rating of 4.0 up to 4.5 Achieve overall rating of 4.5 or higher	1 pt 2 pts 3 pts

Goals, Objectives and Points set by Executive Committee.

3. Evaluation

* 1. How satisfied are you that the Chief Executive Officer has a clear understanding of the mission and strategy of the Pasco-Hernando Workforce Board and plays a key role in translating that mission into action?

- Extremely satisfied - 5
- Satisfied - 4
- Neutral - 3
- Unsatisfied - 2
- Extremely unsatisfied - 1
- Not enough knowledge - 0

Comment Section:

* 2. How satisfied are you that the Chief Executive Officer has accomplished the objectives set by the Board/Committee for the performance period?

- Extremely satisfied - 5
- Satisfied - 4
- Neutral - 3
- Unsatisfied - 2
- Extremely unsatisfied - 1
- Not enough knowledge - 0

Comment Section:

* 3. How satisfied are you that the Chief Executive Officer has selected and developed qualified staff and built morale among staff?

- Extremely satisfied - 5
- Satisfied - 4
- Neutral - 3
- Unsatisfied - 2
- Extremely unsatisfied - 1
- Not enough knowledge - 0

Comment Section:

* 4. How satisfied are you that the Chief Executive Officer is knowledgeable regarding financial matters and has established a system of accurate accounting?

- Extremely satisfied - 5
- Satisfied - 4
- Neutral - 3
- Unsatisfied - 2
- Extremely unsatisfied - 1
- Not enough knowledge - 0

Comment Section:

* 5. How satisfied are you that the Chief Executive Officer has assured that the organization has suitable systems, policies and processes for accounting, fund management, personnel management, information technology, and risk management?

- Extremely satisfied - 5
- Satisfied - 4
- Neutral - 3
- Unsatisfied - 2
- Extremely unsatisfied - 1
- Not enough knowledge - 0

Comment Section:

* 6. How satisfied are you that the Chief Executive Officer works effectively with the Board and maintains good communication?

- Extremely satisfied - 5
- Satisfied - 4
- Neutral - 3
- Unsatisfied - 2
- Extremely unsatisfied - 1
- Not enough knowledge - 0

Comment Section:

* 7. How satisfied are you that the Chief Executive Officer maintains a positive reputation in the community and cultivates effective relationships with public officials, consumers, and other relevant community organizations?

- Extremely satisfied - 5
- Satisfied - 4
- Neutral - 3
- Unsatisfied - 2
- Extremely unsatisfied - 1
- Not enough knowledge - 0

Comment Section:

8. Enter your name (optional):