September 19, 2017



AGENDA ITEM 6 B

EXECUTIVE DIRECTOR EVALUATION

Type of Item: No Action Required

STATEMENT OF ISSUE

The contract for the Executive Director provides for an annual evaluation and, per the CRTPA Bylaws, the Executive Committee is charged with conducting the evaluation. At the August 23 CRTPA Executive Committee Meeting, members completed evaluation of the executive director (see **Attachment 1**) and recommended taking the evaluation to the September 19 CRTPA meeting.

ATTACHMENTS

Attachment 1: Individual Commissioner Evaluations

Compiled Evaluation Results



Executive Director Performance Review

EMPLOYEE INFORMATION

Name:	Greg Slay	Review Date:					
	Ri	VIEW INFORMATION					
Reviewer Name: Curn's Richardson Review Period: Complete this review using the following scale: July 18, 2016 – July 18, 2017							
 2 = EXCEEDS JOB EXPECTATIONS: Consistently exemplary performance, including in demanding situations or circumstances. 1 = MEETS JOB EXPECTATIONS: Competent performance in most situations and circumstances. 0 = PARTIALLY MEETS JOB EXPECTATIONS Shows capability, but in a variable manner. Improvement needed in key areas. X = DOES NOT MEET JOB EXPECTATIONS Major or ongoing problems that negatively impact organizational objectives. 							
		(Outstanding) EVALUATION	(Good)	(Needs Work)	(Poor)		
		2	1	0	X		
	ntains effective communications with availability for the CRTPA Board						
	resents the CRTPA well, understands , and implements the Board's vision	\boxtimes					
with	erstands and maintains compliance Federal and State MPO requirements hey apply to the CRTPA	X					
impa info	erstands current trends and issues acting the CRTPA and membership, rms the Governing Board as to their lications	×					
аррі	s and develops qualified staff ropriate for day-to-day operations and les staff to achieve objectives	I 🛛					
repr prof	ntains public image of the CRTPA resenting service, vitality and ressionalism while enhancing the pility and identity of the organization		×				
crea orga	ds relationships and encourages the stion of partnerships with other anizations that contribute to the PA's mission and vision	×					
futu	elops sound budgets for current and re revenues and expenses necessary naintain daily and overall operations	×					
Mee	ts challenges head on						
	ages assets including technology, ipment, budget, and office space						

maintains transparency for the Board, the public, and staff		X	
Inspires confidence, establishes credibility with the CRTPA Board	×		
Maintains a "big picture" outlook and is aware of industry issues	\boxtimes		
Exhibits diligence in leading the CRTPA	K		
Forecasts trends, responds to change, and invites innovation	\boxtimes		
Solicits and acts upon the ideas of others when appropriate	\boxtimes		
Demonstrates excellence in carrying out job responsibilities and accomplishing goals	\boxtimes		
Participates in relevant and worthwhile professional organizations		X	

Areas for improvement:

Additional Comments:



Executive Director Performance Review

EMPLOYEE INFORMATION						
Name:	Greg Slay	Review Date:	July 25, 2017			
REVIEW INFORMATION						
Reviewer	· Name:	Review Period	i: July 18, 2016 – July 18, 2017			
Complete	this review using the following seels.					

Complete this review using the following scale:

- 2 = EXCEEDS JOB EXPECTATIONS: Consistently exemplary performance, including in demanding situations or circumstances.
- **1** = MEETS JOB EXPECTATIONS: Competent performance in most situations and circumstances.
- **0** = PARTIALLY MEETS JOB EXPECTATIONS -- Shows capability, but in a variable manner. Improvement needed in key areas. **X** = DOES NOT MEET JOB EXPECTATIONS -- Major or ongoing problems that negatively impact organizational objectives.

	(Outstanding) EVALUATION	(Good)	(Needs Work)	(Poor)
	2	1	0	х
Maintains effective communications with and availability for the CRTPA Board	X			
Represents the CRTPA well, understands role, and implements the Board's vision	$\overline{\mathbf{X}}$			
Understands and maintains compliance with Federal and State MPO requirements as they apply to the CRTPA	X			
Understands current trends and issues impacting the CRTPA and membership, informs the Governing Board as to their implications	X			
Hires and develops qualified staff appropriate for day-to-day operations and guides staff to achieve objectives		X		
Maintains public image of the CRTPA representing service, vitality and professionalism while enhancing the visibility and identity of the organization	X			
Builds relationships and encourages the creation of partnerships with other organizations that contribute to the CRTPA's mission and vision	X			
Develops sound budgets for current and future revenues and expenses necessary to maintain daily and overall operations	X			
Meets challenges head on	X			
Manages assets including technology, equipment, budget, and office space		$\overline{\mathbf{X}}$		

CRTPA Executive Director Performance Review

EMPL	OYEE INFORMATIO		A CONTRACTOR OF THE SECOND	
6000 601	Review Date:	6/29/1	}	
	INFORMATIO	N V	·	
ewer Name: POID DISTRIBUTION	Review Period:		•	
plete this review using the following scale.		cluding in dema	anding situations or	circumstance
XCEEDS JOB EXPECTATIONS: Consistently exemple MEETS JOB EXPECTATIONS: Competent performance MEETS JOB EXPECTATIONS Shows cap	e in most situation	s and circumsta	nces. Improvement neede	d in key area
EXCEEDS JOB EXPECTATIONS: Consistently exemple MEETS JOB EXPECTATIONS: Competent performance PARTIALLY MEETS JOB EXPECTATIONS Shows cap DOES NOT MEET JOB EXPECTATIONS Major or on	pability, but in a va agoing problems th	at negatively im	pact organizational	objectives.
DOES NOT MEET JOB EXPECTATIONS	(Outstanding)	(Good)	(Needs Work)	(Poor)
	EVALUATION		0	X
	2	1	U	
Maintains effective communications with and availability for the CRTPA Board		A		
Represents the CRTPA well, understands tole, and implements the Board's vision	A	· 		
d maintains compliance	13			
Understands and maintains completed with Federal and State MPO requirements as they apply to the CRTPA	s	A		
trends and issues				
impacting the CRTPA and membership, informs the Governing Board as to their implications		A		
uine and dovelops qualified staff		,		
appropriate for day-to-day operations as guides staff to achieve objectives		A		
Maintains public image of the CRTPA	1 675 M	1		
"" Service, Vitality and		s		
professionalism while enhancing the visibility and identity of the organization	n 🗆	1		
Builds relationships and encourages the		ψ		
creation of partnerships with other organizations that contribute to the		1		П
CRTPA's mission and vision		-		
Develops sound budgets for current and	d ,	•		
future revenues and expenses necessar to maintain daily and overall operations	У 📈			
		K		
Meets challenges head on				
Manages assets including technology, equipment, budget, and office space		TA.		
Encourages public involvement and				
maintains transparency for the Board,	hla a			

Inspires confidence, establishes credibility with the CRTPA Board		1		
Maintains a "big picture" outlook and is aware of industry issues		*		
Exhibits diligence in leading the CRTPA	¥	P		
Forecasts trends, responds to change, and invites innovation		A		
Solicits and acts upon the ideas of others when appropriate			*	
Demonstrates excellence in carrying out job responsibilities and accomplishing goals		A		
Participates in relevant and worthwhile professional organizations				

Additional Comments:

Greg is a refreshing reset for the CRTPA. I believe we made the best choice in Greg as our new ED.

In my communications with FDOT I get the sense that Greg has formed good relationships from the very start. That work is key to moving our organization forward and advancing much-needed projects in our region.

Already he has made strides in personnel and a good review of staff and their duties and abilities.

Overall I am satisfied with Greg's performance and I look forward to him improving as he settles in to his role as our ED.

maintains transparency for the Board, the public, and staff	X		
Inspires confidence, establishes credibility with the CRTPA Board	$\overline{\mathbf{X}}$		
Maintains a "big picture" outlook and is aware of industry issues	X		
Exhibits diligence in leading the CRTPA	$\overline{\mathbf{X}}$		
Forecasts trends, responds to change, and invites innovation	$\overline{\mathbf{X}}$		
Solicits and acts upon the ideas of others when appropriate	$\overline{\mathbb{X}}$		
Demonstrates excellence in carrying out job responsibilities and accomplishing goals	X		
Participates in relevant and worthwhile professional organizations	$\overline{\mathbf{X}}$		

Areas for improvement:

A little more lead time in the agenda distribution would always be helpful, however, I recognize it is not always realistic.

Additional Comments:

I am very pleased with the progress Greg has made improving our relations with the Florida Department of Transportation. I believe we are well-represented and the relationship building he is doing will assist us in the years to come.

	Chair Richardson	Vice-Chair N. Maddox	Past Chair Barfield
Maintains effective communications with and availability for the CRTPA Board	2	2	1
Represents the CRTPA well, understands role, and implements the Board's vision	2	2	2
Understands and maintains compliance with Federal and State MPO requirements as they apply to the CRTPA	2	2	1
Understands current trends and issues impacting the CRTPA and membership, informs the Governing Board as to their implications	2	2	1
nires and develops qualified staff appropriate for day- to-day operations and guides staff to achieve objectives	2	1	1
Maintains public image of the CRTPA representing service, vitality and professionalism while enhancing the visibility and identity of the organization	1	2	1
Builds relationships and encourages the creation of partnerships with other organizations that contribute to the CRTPA's mission and vision	2	2	1
Develops sound budgets for current and future revenues and expenses necessary to maintain daily and overall operations	2	2	2
Meets challenges head on	2	2	1
Manages assets including technology, equipment, budget, and office space	2	1	1
Encourages public involvement and maintains transparency for the Board, the public, and staff	1	2	1
Inspires confidence, establishes credibility with the CRTPA Board	2	2	1
Maintains a "big picture" outlook and is aware of industry issues	2	2	1
Exhibits diligence in leading the CRTPA	2	2	1
Forecasts trends, responds to change, and invites innovation	2	2	1
Solicits and acts upon the ideas of others when appropriate	2	2	0
Demonstrates excellence in carrying out job responsibilities and accomplishing goals	2	2	1
Participates in relevant and worthwhile professional organizations	1	2	-