

INFORMATION

TAB SECTION: 2

  X ACTION REQUIRED:

DATE OF MEETING: 4/17/13

PREPARED BY: Adcock

DATE MATERIAL PREPARED: 3/15/13

---

AGENDA ITEM: Evaluation of Executive Officer

**ENCLOSURES:**

- Description of Process
- Executive Officer Duty Statement
- Staff Evaluation of Executive Officer
- State Manager/Supervisor Performance Assessment
- State Report of performance for Probationary Employee
- Prior EO's Proposed Performance Objectives for 2011

**OTHER MATERIAL RELATED TO ITEM:**

---

**ISSUE:**

One of the functions of the Executive Committee is to annually evaluate the performance of the Council's Executive Officer (EO). The second EO, Jane Adcock, has been in place for 16 months and should be evaluated.

This item is for the Executive Committee to develop a plan of action to evaluate the EO in 2013.