



**Agenda Item Number  
6 b.  
FY20 Executive Director Evaluation**

**Date:** June 25, 2020

**Presenter:** Brenda Wilson

**Action Recommended:** Accept Evaluation

**BACKGROUND:**

I have been the LCOG Executive Director since July 2012. LCOG has faced many challenges over the past seven years and it has been a privilege working with the Board to address those challenges. Getting LCOG's finances in order was a top priority for the Board and what became the basis for nearly every decision I have made in the past eight years.

Currently, LCOG faces our biggest challenges yet, as do all of our members and partners. More, now than ever, every action I take is intended to be directed toward positive results for the organization and our region. I know LCOG will need to find more ways be a more relevant organization to support our members in the future.

At the June 9, 2020 Executive Committee meeting, the Committee voted unanimously to recommend the LCOG Board accept the evaluation and determination by the Committee that I have performed the job of LCOG's Executive Director satisfactorily this fiscal year.

**CURRENT YEAR:**

Contract: My current two-year contract comes to the end of the two-year term on June 30, 2021. Accordingly, there will not be a contract negotiation or renewal this year.

Evaluation: Chair Walston, Vice-Chair Buch and I discussed the process for my annual evaluation this year after reviewing the feedback provided by Executive Committee members at the March 10, 2020 meeting. Chair Walston, Vice-Chair Buch decided that a brainstorming session with Executive Committee members to identify and prioritize goals for the upcoming year was most productive.

While there have been many challenges this year, this has been a positive year with several key projects and initiatives completed. Below are the goals set for me for the current fiscal year. I have attached a spreadsheet outlining each of these goals and the status of each goal.

### **GOALS FOR FY20:**

- Attend the Harvard **Strategies for Building and Learning Diverse Organizations Program**.
- Receive the GFOA Award for Excellence in Financial Reporting for the FY19 **Comprehensive Annual Financial Report (CAFR)**.
- Develop a marketing strategy for **RLID**.
- Complete the upgrade of the **Park Place Building elevators**.
- Balance the **FY20 Budget**.
- Lead Lane County in an accurate and **complete count of our population** in partnership with the U.S. Census Bureau.
- Prioritize **training of management staff** on critical leadership skills to increase their confidence and ability to manage and lead staff to achieve our goals.

Because the Executive Committee finds my performance to be satisfactory, there is no increase in salary for the upcoming year, but there is a \$15,000 lump sum amount payable on July 1, 2020.

### **NEXT YEAR - GOALS FOR FY21:**

At the April Executive Committee meeting, goals for FY21 were discussed. There are many unknowns for the upcoming year, so it is more important than ever to be strategic, yet nimble and flexible.

As an over-arching goal for FY21, Greg James proposed a high-level goal statement: Keep LCOG nimble and continually look for innovative and enterprising ways to support member agencies and the citizens they serve in this dynamic change centric environment.

Committee members agreed that being innovative and enterprising to assist members and regional partners with COVID-19 recovery was essential. There were also operational goals that were agreed upon for the upcoming fiscal year:

- Balance budget and maintain services amid COVID-19 recovery.
- Revise the Park Place Building Preservation and Maintenance schedule.
- Build LGPI into a sustainable program.
- Continue to look at Business Loan consolidation possibilities.
- Look at how LCOG could broker cost points for members post COVID-19.
- Complete the Census work.
- Continue integrating and building upon equity and diversion work.
- Continue management training.
- Look at telework for future work model.

## **CONCLUSION:**

I am grateful and honored to be able to lead LCOG on your behalf. I truly enjoy my work and being able to see the positive impact LCOG has on our region.

We could not have had a successful year if it weren't for the amazing work each member of the LCOG management team and all of LCOG's employees has been able to accomplish each and every day, especially through the COVID-19 crises. LCOG continues to experience challenges, but I believe in the past eight years we have handled those challenges in a positive and productive way, moving LCOG towards being more relevant, vibrant, and sustainable.

**Suggested Motion: Accept the Executive Committee's determination that Executive Director, Brenda Wilson, has satisfactorily performed her job for this fiscal year.**

Attachments: FY20 Goal Report