

## Performance and Engagement Committee

Meeting date: August 21, 2024

Agenda Item #: 4

### **DRCOG's Executive Director 2023-2024 annual performance evaluation process**

Agenda item type: Informational item

#### **Summary**

This item is related to DRCOG's executive director 2023-2024 annual performance evaluation process.

#### **Background**

Per the employment contract, the executive director's employment evaluation is to occur at least annually in October by the Performance and Engagement Committee. In preparation of this year's evaluation, staff will provide a preview of the process including the following documents utilized for the review:

- **2023-2024 executive director performance objectives (Attachment 1).** These performance objectives are the basis for the executive director's scorecard report:
  - Improve Regional Collaboration of the DRCOG Board
  - Increase and Diversify Funding
  - Enhance Strategic Partnerships
  - Improve Outreach to DRCOG Member Governments
  - Maintain Employee Culture
- **Evaluation survey to be completed by the Board of Directors (Attachment 2).** Staff is proposing to send the performance evaluation to Board Directors on September 3 and closing it on October 5. This will allow the results to be finalized for the October P&E Committee meeting.
- **Evaluation survey for direct reports of the executive director (Attachments 3).**
- **Evaluation survey for peer partners (Attachment 4).** The survey has been sent in the past to the directors of other MPOs along the front range, CDOT, RTD and E- 470.

#### **Action by others**

None

#### **Previous discussion/action**

None



Performance and Engagement Committee  
August 21, 2024  
Page 2 of 2

**Recommendation**

None

**Attachment(s)**

1. 2023-2024 executive director performance objectives
2. DRCOG Executive Director evaluation questions (Board Directors)
3. DRCOG Executive Director evaluation questions (Direct reports)
4. DRCOG Executive Director evaluation questions (Peer group)

**For more information**

If you need additional information, please contact Douglas W. Rex, Executive Director, at 303-480-6701 or [drex@drcog.org](mailto:drex@drcog.org).

