



Agenda
Performance and Engagement Committee
Wednesday, January 17, 2024
5:00 p.m. – 6:00 p.m.
1001 17th St. 7th Floor, Red Rocks Conference Room
Denver, CO

Persons in need of auxiliary aids or services, such as interpretation services or assisted listening devices, are asked to contact the Denver Regional Council of Governments at least 48 hours in advance of the meeting. If you have difficulty using this document's content, please email access@drcog.org or call 303-455-1000.

1. Call to order

Consent agenda

2. Move to approve Consent agenda
 - A. Summary of November 15, 2023 meeting (Attachment A)

Informational briefings

3. Discussion of the 2024 Board Retreat.
(Attachment B) Douglas W. Rex, Executive Director
4. Awards celebration preview
(Attachment C) Steve Erickson, Director, Communications and Marketing

Administrative items

5. Report of the Chair
6. Report of the Executive Director
7. **Next meeting – February 21, 2024**
8. Other matters by members
9. Adjourn

Attachment A

Summary of November 15, 2023 meeting

Performance and Engagement Committee Meeting Summary

Wednesday November 15, 2023

Members Present

Jeff Baker, Chair	Arapahoe County
Steve O'Dorisio	Adams County
Kevin Flynn	City and County of Denver
Nicole Speer	Boulder
Steve Conklin	Edgewater
Stephanie Walton	Lafayette
Jeslin Shahrezaei	Lakewood
Wynne Shaw	Lone Tree
John Diak	Parker
Bud Starker	Wheat Ridge

Others Present: Doug Rex, Executive Director; and DRCOG staff.

Chair Baker called the meeting to order at approximately 5:00 p.m. with a quorum present.

Move to Adopt the Consent Agenda

Director Diak **moved** to adopt the consent agenda. The motion was **seconded** and **passed** unanimously.

Items on the consent agenda included:

- Summary of the October 18, 2023 Meeting

Select a representative to the Nominating Committee

Executive Director Rex presented this item to the committee. The Nominating Committee consists of member representatives from the Performance & Engagement Committee, the Finance & Budget Committee, the Board, a member selected by the Board Chair, the Immediate Past Chair of the Board, and a Board member representing the City and County of Denver. At the January meeting each year, the Nominating Committee shall present to the Board nominations for Executive Committee members to be elected at the February meeting.

Director Flynn **moved** to select Jeslin Shahrezaei of the Performance and Engagement Committee to the Nominating Committee. The motion was **seconded** and **passed** unanimously.

Executive Session Pursuant to C.R.S. 24-6-402(4)(f) – Executive Director Performance

Chair Baker **moved** to go into Executive Session: For discussion of a personnel matter concerning the performance evaluation of the Executive Director, as authorized under C.R.S. Section 24-6-402 (4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees,

and that the participants in the executive session include the Committee members present, Randy Arnold and Jenny Dock. The motion was **seconded** and **passed** unanimously.

Members went into Executive Session and had a robust discussion before returning to open session. Chair Baker reported that Executive Director Rex's performance was excellent, so the committee decided to amend the Executive Director's contract to be extended. Other members agreed and shared their thoughts on the work of Executive Director Rex.

Report of the Chair

There was no report.

Report of the Executive Director

There was no report.

Other Matters by Members

There were no other matters by members.

Next Meeting

The next meeting is scheduled for December 20, 2023.

The meeting adjourned at approximately 6:00 p.m.

Attachment B

Discussion of the 2024 Board Retreat

Performance and Engagement Committee

Meeting date: January 17, 2024

Agenda Item #: 3

Discussion of the 2024 Board Retreat

Agenda item type: Informational Briefing

Summary

This item is related the 2024 Board Retreat. Staff recommends selecting a date, location, and structure for the annual event.

Background

The DRCOG Board Retreat is expected to be held in the second quarter of 2024. At the January meeting, staff would like to receive direction from members to solidify a date, discuss location, and structure of events. Date options include: April 26-27, May 3-4, May 10-11

Action by others

n/a

Previous discussion/action

n/a

Recommendation

n/a

Attachments

n/a

For more information

If you need additional information, please contact Douglas W. Rex, Executive Director, at 303-480-6701 or drex@drcog.org; or Melinda Stevens, Executive Assistant, at 303-480-6701 or mstevens@drcog.org.



Attachment C

Awards celebration preview

Performance and Engagement Committee

Meeting date: January 17, 2024

Agenda Item #: 4

Awards celebration preview

Agenda item type: Informational Briefing

Summary

This item is related the annual awards celebration for 2024.

Background

Last year, DRCOG held its awards celebration on Oct. 4, 2023, at Seawell Ballroom at the Denver Center for the Performing Arts. Following the 2023 awards celebration, staff sought feedback from the Performance and Engagement Committee, executive leadership and DRCOG's senior management team.

For this year, staff is currently securing a contract with Seawell Ballroom for a celebration on Aug. 28. Staff will provide the committee with a high-level overview of plans for the celebration, including how the Performance and Engagement Committee and Board of Directors will be involved.

Action by others

n/a

Previous discussion/action

[October 18, 2023](#) - Performance and Engagement Committee provided feedback on the autumn 2023 awards celebration.

Recommendation

n/a

Attachments

Staff presentation

For more information

If you need additional information, please contact Douglas W. Rex, Executive Director, at 303-480-6701 or drex@drcog.org; or Steve Erickson, Director, Communications and Marketing, at 303-480-6716 or serickson@drcog.org.





Awards celebration

Planning preview

Today's topics

- Purpose: Celebrate regionalism.
- Recap 2023 celebration.
- Date and venue.
- Planning team next steps.
- Proposed planning timeline.
- Board and committee responsibilities.

Purpose: celebrate regionalism

- **Recognize progress toward the region's Metro Vision's objectives.** (Metro Vision Awards, Way to Go Awards)
- **Recognize exceptional individual contributions.** (Distinguished Service Awards, John V. Christensen Memorial Award)
- Provide attendees the opportunity to **socialize, network** and **make connections** with each other.
- Enhance DRCOG's **reputation as a champion of collaboration** among local governments and partners.

Recap 2023 celebration

- **Oct. 4, 2023 at Seawell Ballroom.**
- **21 winners and special recognitions.**
- **Positive feedback:** strong attendance, excellent venue.
- **Could improve:** social hour capacity, stage movements, some catering details.





Date and venue

- The Executive Committee selected **Wednesday, Aug. 28**, as the next celebration date.
- The Performance and Engagement Committee endorsed returning to **Seawell Ballroom**.
- Staff is exploring **social hour location** alternatives with the venue.

Planning team next steps

- Develop **high-level plan**.
- Refine **nomination criteria** and **winner selection** processes.
- Finalize **sponsorship levels** and benefits.
- Include **celebration details** during **nomination period**.
- Begin evaluating **caterers**.



Proposed planning timeline

Timeframe	Phase
Early February.	Save the date.
March through April.	Nominations open.
March through mid-August.	Sponsorships open.
Early June.	Winners notified.
June through mid-August.	Registration open.
Wednesday, Aug. 28.	Awards celebration.



Board and committee responsibilities

- **May 15 Performance and Engagement Committee meeting:** Approve Distinguished Service Award winners and select secret John V. Christensen Memorial Award winner.
- **Wednesday, Aug. 28:** Host the awards celebration.

Thank you!

Amber Leberman
Communications Manager
303-480-6706
aleberman@drcog.org



If you have difficulty using this presentation's content, please email access@drcog.org or call 303-455-1000.