

**AGENDA**  
**PERFORMANCE AND ENGAGEMENT COMMITTEE**  
**WEDNESDAY, October 7, 2020**  
**→ 4:00 p.m.\*\* ←**  
**VIDEO/WEB CONFERENCE**  
**Denver, CO**

1. Call to Order

**CONSENT AGENDA**

2. Move to Adopt the Consent Agenda
  - September 2, 2020 meeting summary  
(Attachment A)

**ACTION ITEM**

3. Select representative to the Nominating Committee  
(Attachment B) Douglas W. Rex, Executive Director

**ADMINISTRATIVE ITEMS**

4. EXECUTIVE SESSION Pursuant to C.R.S. 24-6-402(4)(f) – Executive Director Performance Evaluation
5. Discussion/Direction/Action – Executive Director Performance Evaluation
6. Report of the Chair
7. Report of the Executive Director
8. Other Matters by Members
9. **Next Meeting – November 4, 2020**
10. Adjourn

Persons in need of auxiliary aids or services, such as interpretation services or assisted listening devices, are asked to contact DRCOG at least 48 hours in advance of the meeting by calling (303) 480-6701.



# ATTACH A

SUMMARY  
PERFORMANCE AND ENGAGEMENT COMMITTEE  
Wednesday, September 2, 2020

Members Present:

Kevin Flynn, Chair	Denver
Eva Henry	Adams County
William Lindstedt	Broomfield
Randy Weil	Cherry Hills Village
Steve Conklin	Edgewater
George Lantz	Greenwood Village
John Diak	Parker
Herb Atchison	Westminster
Bud Starker	Wheat Ridge

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

Chair Flynn called the meeting to order at 5:40 p.m. with a quorum present.

Move to adopt the consent agenda

George Lantz **moved** to adopt the consent agenda. The motion was **seconded** and **passed** unanimously.

Items on the consent agenda included:

- Summary of the July 1, 2020 Performance and Engagement Committee meeting.

Update on the 2020 Metro Vision Awards Celebration

Steve Erickson, Director, Communications and Marketing, presented an update on the celebration to the committee. DRCOG's communications and marketing division has planned the details of the celebration to be held at Empower Field at Mile High in 2021. In addition to securing the venue and working on other event aspects, the team has reworked the theme, since "2020 Vision" is really no longer appropriate. The event theme will be "Reunion" and will have a new logo which represents coming together and rising after recouping from the pandemic.

Follow up to the 2020 DRCOG Board Director Collaboration Assessment

Jerry Stigall, Director, Organizational Development, provided background and current information to the committee. Since 2015, the DRCOG Board Collaboration Assessment has been utilized as a feedback mechanism allowing directors to voice their opinions about their experience at DRCOG as it relates to collaborative work and the achievement of desired results. The 2020 survey concluded on June 26 and staff provided some ideas for the committee's consideration to focus on improvement in the Authenticity and General Success sections. The committee was provided with current and historical results to review.

## Performance and Engagement Committee Meeting Summary

September 2, 2020

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There was a discussion amongst committee members to try and improve collaboration among new members to the Board, since the turnover rate is about 25% every two years. Chair Flynn suggested starting a mentorship for new members to be paired up with existing members to help improve education and collaboration of Board objectives. Director Henry suggested instead of one on one mentorship, to create group socials in a more casual setting to alleviate singular board members having to take on the entire responsibility.

### DRCOG's Executive Director 2019-2020 annual performance evaluation process

Jerry Stigall, Director, Organizational Development, an overview of the evaluation to the committee. The executive director's employment evaluation typically occurs annually in October. In preparation for this year's executive director performance evaluation at the October 7 P&E meeting, staff provided the committee with multiple documents for review:

- 2019-2020 executive director performance objectives
- Evaluation survey to be completed by the Board of Directors
- Evaluation by direct reports of the executive director
- Proposed questions to be asked of selected peer partners
  - Directors Atchison suggested that RTD be left out of the survey this year because there was a new GM selected and would not have enough knowledge yet to participate efficiently. There was a consensus amongst members that this year, instead of calling individual peer partners as done in the past, DRCOG staff would send a survey on behalf of the Performance and Engagement committee for feedback.

### Report of the Chair

There was no report from the Chair.

### Report of the Executive Director

There was no report from the Executive Director.

### Other Matters by Members

No other matters were discussed.

### Next Meeting – October 7, 2020

The meeting adjourned at 6:10 p.m.

**ATTACH B**

To: Chair and Members of the Performance and Engagement Committee

From: Douglas W. Rex, Executive Director  
303-480-6701 or [drex@drcog.org](mailto:drex@drcog.org)

Meeting Date	Agenda Category	Agenda Item #
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**SUBJECT**

This action is related to selection of one member of the Performance and Engagement Committee to serve on the Nominating Committee.

**PROPOSED ACTION/RECOMMENDATIONS**

Staff recommends the Performance and Engagement Committee select one (1) member to serve on the Nominating Committee in accordance with the *Articles of Association*.

**ACTION BY OTHERS**

N/A

**SUMMARY**

The *Articles of Association* state that “The Nominating Committee shall be appointed in November of each year and consist of member representatives herein designated: The Immediate Past Chair of the Board (or the Vice Chair if there is no Immediate Past Chair); one Board member representing the City and County of Denver; one member selected by the Performance & Engagement Committee ...; one member selected by the Finance & Budget Committee ...; one member selected by the Board; and one member selected by the Board Chair.” If more than one member expresses interest in serving, a ballot vote will be taken to select the Nominating Committee member.

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.

The Board has established the following guidelines to assist in selection of members of the Nominating Committee:

- Members of the Nominating Committee are not eligible to be nominated for a position on the Executive Committee (Board Officer) by the committee or from the floor.
- Members of the Nominating Committee shall have served not less than one year on the Board before being eligible to serve on the Nominating Committee.
- A designated alternate may not serve on the Nominating Committee.
- In the appointment of the Nominating Committee, consideration shall be given to providing representation of a broad cross-section of the Board, taking into account community size, geographic location, the rate of growth, county and municipality, rural and suburban and other factors.

**PREVIOUS DISCUSSIONS/ACTIONS**

N/A

## Select Member to the Nominating Committee

October 7, 2020

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### PROPOSED MOTION

Move to select one member of the Performance and Engagement Committee to the Nominating Committee

### ATTACHMENTS

List of Performance and Engagement Committee members

### ADDITIONAL 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); or Melinda Stevens, Board Coordinator, at 303-480-6744 or [mstevens@drcog.org](mailto:mstevens@drcog.org).

**DENVER REGIONAL COUNCIL OF GOVERNMENTS  
PERFORMANCE AND ENGAGEMENT COMMITTEE  
October 2020**

Eva Henry  
Commissioner  
Adams County

\*Kevin Flynn  
Council Member  
City and County of Denver

Bud Straker  
Mayor  
City of Wheat Ridge

George Lantz  
Mayor  
Greenwood Village

Aaron Brockett  
Council Member  
City of Boulder

Randy Weil  
Council Member  
City of Cherry Hills Village

Jacob LaBure  
Council Member  
City of Lakewood

Steve Conklin  
Mayor Pro Tem  
City of Edgewater

George Teal  
Council Member  
Town of Castle Rock

John Diak  
Council Member  
Town of Parker

William Lindstedt  
Council Member  
City of Broomfield

Herb Atchison  
Mayor  
City of Westminster

Roger Hudson  
Council Member  
City of Castle Pines

\*Committee chair 2020-2021