MEMORANDUM

TO: Members, Pinellas County Commission
FROM: John Morroni, Chairman
Pinellas County Commission
RE: County Attorney Annual Performance Review
DATE: August 18, 2015

Attached is the County Attorney’s Annual Performance Review with the combined scores from all of the commissioners. Also included are the individual reviews of the County Attorney. The reviews will be on the August 18th agenda.

Attachments
## 2015 Annual Performance Review

### Provision of Major Legal Services (5 ratings)
- Average Rating: 3.51
- Scale Equivalent: 82.0

### Provision of Major Legal Services - Routine Internal Activities (4 ratings)
- Average Rating: 3.59
- Scale Equivalent: 64.7

### Leadership (1 rating)
- Average Rating: 3.58
- Scale Equivalent: 14.3

### Organizational Planning and Management (2 ratings)
- Average Rating: 3.42
- Scale Equivalent: 27.3

### Staff Effectiveness (4 ratings)
- Average Rating: 3.64
- Scale Equivalent: 53.3

### Communication (4 ratings)
- Average Rating: 3.07
- Scale Equivalent: 55.3

### Integrity (3 ratings)
- Average Rating: 3.95
- Scale Equivalent: 55.3

### Overall Score
- Average Rating: 3.52
- 400-point Scale Equivalent: 82.0

*OMB staff has taken the scores and converted them to a four (4) point scale. The aggregate score has been extrapolated to relate to the 400-point scale used by the Unified Personnel System for rating employee performance.*
Pinellas County 2015
County Attorney Annual Performance Review—Compiled Data

1. Provision of Major Legal Services (5 ratings)
   - Total Score

2. Provision of Major Legal Services - Routine Internal Activities
   - Total Score

3. Leadership (1 rating)

4. Organizational Planning and Management (2 ratings)
   - Total Score

5. Staff Effectiveness (4 ratings)
   - Total Score

6. Communication (4 ratings)
   - Total Score

7. Integrity (3 ratings)
   - Total Score

Note: Enter data in green shaded cells. If there is no rating, leave blank.

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No individual ratings.
1 criteria not rated
2 criteria not rated
3 criteria not rated

OMB staff has taken the scores and converted them to a four (4) point scale. The aggregate score has been extrapolated to relate to the 400-point scale used by the Unified Personnel System for rating employee performance.
COUNTY ATTORNEY
2015 ANNUAL PERFORMANCE REVIEW CRITERIA

1. Provision of Major Legal Services

A. Provide professional, objective/unbiased legal advice to the BCC, County staff, and other advisory boards necessary for the formulation and implementation of legislative policies and projects

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

B. Initiate legal actions as appropriate, and provide legal defense as needed

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

C. Represent the County's interest as directed by the BCC in litigation, administrative hearings, negotiations, and similar proceedings in a capable manner

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

D. Professionally and competently implement BCC decisions and enforce County ordinances and codes in a cost-effective manner, reflecting the County's primary objective of achieving voluntary compliance

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

E. Perform legal services in a timely fashion to permit BCC and County staff to meet established deadlines

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:
2. **Provision of Legal Services – Routine Internal Activities**

A. Provide legal analysis to facilitate legally sound policy/program implementation and evaluation of results

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

B. Prepare ordinances, resolutions, contracts, and other legal documents to reflect and implement the purposes for which they are prepared

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

C. Keep the BCC and County staff apprised of court rulings and administrative decisions affecting the legal interests of the County

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

D. Coordinate work with staff from other departments in a collaborative manner in order to accomplish goals

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

3. **Leadership**

Enthusiastically expresses well-developed organizational values, philosophy, and vision for the Department so that employees are energized and motivated, and their efforts are focused to maximize departmental synergy

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:
4. **Organizational Planning and Management**

Setting an example that urges the organization and the community toward experimentation, change, creative problem solving, and prompt action

A. **Budgeting: Preparing and administering the departmental budget to meet goals**

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

B. **Financial Analysis: Interpreting financial information to assess the fiscal condition of the Department**

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

5. **Staff Effectiveness**

Promoting the development and performance of staff and employees in the Department

A. **Coaching/Mentoring: Providing direction, support, and feedback to enable others to meet their full potential**

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

B. **Team Leadership: Facilitating teamwork**

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

C. **Empowerment: Creating a work environment that encourages responsibility, decision-making, and accountability within the Department**

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:
D. Delegating: Assigning appropriate responsibility to others

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

6. Communication

Facilitating the flow of ideas, information, and understanding between and among individuals; advocating effectively in the County’s interest

A. Advocacy: Communicating personal support for policies, programs, or ideas that serve the best interests of the County

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

B. Presentation Skills: Conveying ideas or information effectively to others

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

C. Media Relations: Communicating information to the media in a way that increases public understanding of County issues and activities, and builds a positive relationship with media

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments: □□

D. Interpersonal Communication: Exchanging verbal and written messages with others in a way that demonstrates respect for the individual and furthers organizational and County objectives

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:
7. **Integrity**

Demonstrating fairness, honesty, and ethical and legal awareness in personal and professional relationships and activities

A. Personal Integrity: Demonstrating accountability for personal actions; conducting personal relationships and activities fairly and honestly

Select One  
1 = Needs Attention  2 = Satisfactory  3 = Good  4 = Excellent

Comments:

B. Professional Integrity: Conducting professional relationships and activities fairly, honestly, and legally

Select One  
1 = Needs Attention  2 = Satisfactory  3 = Good  4 = Excellent

Comments:

C. Departmental Integrity: Fostering ethical behavior within the Department through personal example, management practices, and training

Select One  
1 = Needs Attention  2 = Satisfactory  3 = Good  4 = Excellent

Comments:
COUNTY ATTORNEY
2015 ANNUAL PERFORMANCE REVIEW CRITERIA

1. Provision of Major Legal Services
   A. Provide professional, objective/unbiased legal advice to the BCC, County staff, and other advisory boards necessary for the formulation and implementation of legislative policies and projects
   Select One
   
   1 = Needs Attention  2 = Satisfactory  3 = Good  4 = Excellent
   Comments:

   B. Initiate legal actions as appropriate, and provide legal defense as needed
   Select One
   
   1 = Needs Attention  2 = Satisfactory  3 = Good  4 = Excellent
   Comments:

   C. Represent the County’s interest as directed by the BCC in litigation, administrative hearings, negotiations, and similar proceedings in a capable manner
   Select One
   
   1 = Needs Attention  2 = Satisfactory  3 = Good  4 = Excellent
   Comments:

   D. Professionally and competently implement BCC decisions and enforce County ordinances and codes in a cost-effective manner, reflecting the County’s primary objective of achieving voluntary compliance
   Select One
   
   1 = Needs Attention  2 = Satisfactory  3 = Good  4 = Excellent
   Comments:

   E. Perform legal services in a timely fashion to permit BCC and County staff to meet established deadlines
   Select One
   
   1 = Needs Attention  2 = Satisfactory  3 = Good  4 = Excellent
   Comments:
2. **Provision of Legal Services – Routine Internal Activities**

A. Provide legal analysis to facilitate legally sound policy/program implementation and evaluation of results

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments: Jim can be very conservative in his analysis, in an abundance of caution for the interests of the County.

B. Prepare ordinances, resolutions, contracts, and other legal documents to reflect and implement the purposes for which they are prepared

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

C. Keep the BCC and County staff apprised of court rulings and administrative decisions affecting the legal interests of the County

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

D. Coordinate work with staff from other departments in a collaborative manner in order to accomplish goals

Select One  
1 = Needs Attention  
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Comments:

3. **Leadership**

Enthusiastically expresses well-developed organizational values, philosophy, and vision for the Department so that employees are energized and motivated, and their efforts are focused to maximize departmental synergy

Select One  
1 = Needs Attention  
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3 = Good  
4 = Excellent

Comments:
4. **Organizational Planning and Management**

Setting an example that urges the organization and the community toward experimentation, change, creative problem solving, and prompt action.

A. Budgeting: Preparing and administering the departmental budget to meet goals

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

B. Financial Analysis: Interpreting financial information to assess the fiscal condition of the Department

Select One  
1 = Needs Attention  
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Comments:

5. **Staff Effectiveness**

Promoting the development and performance of staff and employees in the Department

A. Coaching/Mentoring: Providing direction, support, and feedback to enable others to meet their full potential

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments: I find it very difficult to rate this but have no concerns.

B. Team Leadership: Facilitating teamwork

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

C. Empowerment: Creating a work environment that encourages responsibility, decision-making, and accountability within the Department

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments: Difficult to rate - no concerns.
D. Delegating: Assigning appropriate responsibility to others

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

6. Communication

Facilitating the flow of ideas, information, and understanding between and among individuals; advocating effectively in the County’s interest

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Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

B. Presentation Skills: Conveying ideas or information effectively to others

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Comments:

C. Media Relations: Communicating information to the media in a way that increases public understanding of County issues and activities, and builds a positive relationship with media

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Comments: 

D. Interpersonal Communication: Exchanging verbal and written messages with others in a way that demonstrates respect for the individual and furthers organizational and County objectives

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Comments:
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Demonstrating fairness, honesty, and ethical and legal awareness in personal and professional relationships and activities

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B. **Professional Integrity:** Conducting professional relationships and activities fairly, honestly, and legally

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C. **Departmental Integrity:** Fostering ethical behavior within the Department through personal example, management practices, and training

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Select One

1 = Needs Attention
2 = Satisfactory
3 = Good
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Comments:

B. Initiate legal actions as appropriate, and provide legal defense as needed

Select One

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C. Represent the County's interest as directed by the BCC in litigation, administrative hearings, negotiations, and similar proceedings in a capable manner

Select One

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3 = Good
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Comments:

D. Professionally and competently implement BCC decisions and enforce County ordinances and codes in a cost-effective manner, reflecting the County's primary objective of achieving voluntary compliance

Select One

1 = Needs Attention
2 = Satisfactory
3 = Good
4 = Excellent

Comments:

E. Perform legal services in a timely fashion to permit BCC and County staff to meet established deadlines

Select One

1 = Needs Attention
2 = Satisfactory
3 = Good
4 = Excellent

Comments:
2. **Provision of Legal Services – Routine Internal Activities**

A. Provide legal analysis to facilitate legally sound policy/program implementation and evaluation of results

Select One  
1 = Needs Attention  
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Comments:

B. Prepare ordinances, resolutions, contracts, and other legal documents to reflect and implement the purposes for which they are prepared

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

C. Keep the BCC and County staff apprised of court rulings and administrative decisions affecting the legal interests of the County

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

D. Coordinate work with staff from other departments in a collaborative manner in order to accomplish goals

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

3. **Leadership**

Enthusiastically expresses well-developed organizational values, philosophy, and vision for the Department so that employees are energized and motivated, and their efforts are focused to maximize departmental synergy

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:
4. **Organizational Planning and Management**

Setting an example that urges the organization and the community toward experimentation, change, creative problem solving, and prompt action

A. **Budgeting:** Preparing and administering the departmental budget to meet goals

Select One  
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Select One  
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2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

B. **Team Leadership:** Facilitating teamwork

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
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Comments:

C. **Empowerment:** Creating a work environment that encourages responsibility, decision-making, and accountability within the Department

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:
D. Delegating: Assigning appropriate responsibility to others

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

6. Communication

Facilitating the flow of ideas, information, and understanding between and among individuals; advocating effectively in the County’s interest

A. Advocacy: Communicating personal support for policies, programs, or ideas that serve the best interests of the County

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments: OBJECTIVE ANALYSIS RATHER THAN ADVOCACY

B. Presentation Skills: Conveying ideas or information effectively to others

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

C. Media Relations: Communicating information to the media in a way that increases public understanding of County issues and activities, and builds a positive relationship with media

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

D. Interpersonal Communication: Exchanging verbal and written messages with others in a way that demonstrates respect for the individual and furthers organizational and County objectives

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments: SETTLEMENT SESSION
7. **Integrity**

Demonstrating fairness, honesty, and ethical and legal awareness in personal and professional relationships and activities

A. **Personal Integrity:** Demonstrating accountability for personal actions; conducting personal relationships and activities fairly and honestly

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

B. **Professional Integrity:** Conducting professional relationships and activities fairly, honestly, and legally

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments: **Mr. Bennett conducts himself with respect to the organization and public.**

C. **Departmental Integrity:** Fostering ethical behavior within the Department through personal example, management practices, and training

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments: **Mr. Bennett sets a fine example and leads with integrity.**
1. **Provision of Major Legal Services**

A. Provide professional, objective/unbiased legal advice to the BCC, County staff, and other advisory boards necessary for the formulation and implementation of legislative policies and projects.

   Select One  
   1 = Needs Attention  
   2 = Satisfactory  
   3 = Good  
   4 = Excellent  

   Comments:  
   We have maintained access to legal services necessary for the formulation and implementation of legislative policies and projects. We have worked hard to keep our costs low and to provide the best possible service to the County.

B. Initiate legal actions as appropriate, and provide legal defense as needed.

   Select One  
   1 = Needs Attention  
   2 = Satisfactory  
   3 = Good  
   4 = Excellent  

   Comments:  
   We have taken legal actions as appropriate and provided effective legal defense as needed.

C. Represent the County's interest as directed by the BCC in litigation, administrative hearings, negotiations, and similar proceedings in a capable manner.

   Select One  
   1 = Needs Attention  
   2 = Satisfactory  
   3 = Good  
   4 = Excellent  

   Comments:  
   We have represented the County's interests in litigation, administrative hearings, negotiations, and similar proceedings in a capable manner.

D. Professionally and competently implement BCC decisions and enforce County ordinances and codes in a cost-effective manner, reflecting the County's primary objective of achieving voluntary compliance.

   Select One  
   1 = Needs Attention  
   2 = Satisfactory  
   3 = Good  
   4 = Excellent  

   Comments:  
   We have implemented BCC decisions and enforced County ordinances and codes in a cost-effective manner, reflecting the County's primary objective of achieving voluntary compliance.

E. Perform legal services in a timely fashion to permit BCC and County staff to meet established deadlines.

   Select One  
   1 = Needs Attention  
   2 = Satisfactory  
   3 = Good  
   4 = Excellent  

   Comments:  
   We have performed legal services in a timely fashion to permit BCC and County staff to meet established deadlines.
2. **Provision of Legal Services – Routine Internal Activities**

A. Provide legal analysis to facilitate legally sound policy/program implementation and evaluation of results

Select One

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Comments: Give does a good job laying out the legal framework for and to intellectually corporate policy and programs.

B. Prepare ordinances, resolutions, contracts, and other legal documents to reflect and implement the purposes for which they are prepared

Select One

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Comments: Jim did a good job on this criterion.

C. Keep the BCC and County staff apprised of court rulings and administrative decisions affecting the legal interests of the County

Select One

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Comments: Jim does an excellent job of keeping us informed of any issues that could potentially harm citizens.

D. Coordinate work with staff from other departments in a collaborative manner in order to accomplish goals

Select One

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Comments: I do not have the ability to evaluate this item properly.

3. **Leadership**

Enthusiastically expresses well-developed organizational values, philosophy, and vision for the Department so that employees are energized and motivated, and their efforts are focused to maximize departmental synergy

Select One

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Comments: Again, I have no ability to evaluate his interaction with others, departments, or staff.
4. **Organizational Planning and Management**

Setting an example that urges the organization and the community toward experimentation, change, creative problem solving, and prompt action

A. Budgeting: Preparing and administering the departmental budget to meet goals

   Select One

   \[1 = 	ext{Needs Attention} \quad 2 = 	ext{Satisfactory} \quad 3 = 	ext{Good} \quad 4 = 	ext{Excellent}\]

   Comments: No past have enough information to properly evaluate.

B. Financial Analysis: Interpreting financial information to assess the fiscal condition of the Department

   Select One

   \[1 = 	ext{Needs Attention} \quad 2 = 	ext{Satisfactory} \quad 3 = 	ext{Good} \quad 4 = 	ext{Excellent}\]

   Comments: Cannot evaluate. No information on this issue.

5. **Staff Effectiveness**

Promoting the development and performance of staff and employees in the Department

A. Coaching/Mentoring: Providing direction, support, and feedback to enable others to meet their full potential

   Select One

   \[1 = 	ext{Needs Attention} \quad 2 = 	ext{Satisfactory} \quad 3 = 	ext{Good} \quad 4 = 	ext{Excellent}\]

   Comments: No real opportunity to evaluate.

B. Team Leadership: Facilitating teamwork

   Select One

   \[1 = 	ext{Needs Attention} \quad 2 = 	ext{Satisfactory} \quad 3 = 	ext{Good} \quad 4 = 	ext{Excellent}\]

   Comments: No opportunity to evaluate.

C. Empowerment: Creating a work environment that encourages responsibility, decision-making, and accountability within the Department

   Select One

   \[1 = 	ext{Needs Attention} \quad 2 = 	ext{Satisfactory} \quad 3 = 	ext{Good} \quad 4 = 	ext{Excellent}\]

   Comments: No opportunity to evaluate.
6. **Communication**

Facilitating the flow of ideas, information, and understanding between and among individuals; advocating effectively in the County's interest

**A. Advocacy:** Communicating personal support for policies, programs, or ideas that serve the best interests of the County

Select One

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Comments: The language the Executive proposed and the way it was developed does not lend itself for support at best interest of the County and family

**B. Presentation Skills:** Conveying ideas or information effectively to others

Select One

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Comments: The way in which the issue was addressed to proceed with the settlement conflicts with the basic foundation of public policy decision made in the sunshine

**C. Media Relations:** Communicating information to the media in a way that increases public understanding of County issues and activities, and builds a positive relationship with media

Select One

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<th>4 = Excellent</th>
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Comments: It's not necessarily fair to speak on behalf of the commission and my opinion

**D. Interpersonal Communication:** Exchanging verbal and written messages with others in a way that demonstrates respect for the individual and furthers organizational and County objectives

Select One

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<th>4 = Excellent</th>
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Comments: The written word is articulate and thorough
7. **Integrity**

Demonstrating fairness, honesty, and ethical and legal awareness in personal and professional relationships and activities

A. **Personal Integrity**: Demonstrating accountability for personal actions; conducting personal relationships and activities fairly and honestly

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments: 

As a final thought, I am very disappointed in the way [Redacted] Capital handled the AG settlement. The process was tainted by [Redacted] County's interpretation of the judge's order - in my opinion.
COUNTY ATTORNEY
2015 ANNUAL PERFORMANCE REVIEW CRITERIA

1. **Provision of Major Legal Services**

A. Provide professional, objective/unbiased legal advice to the BCC, County staff, and other advisory boards necessary for the formulation and implementation of legislative policies and projects

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

B. Initiate legal actions as appropriate, and provide legal defense as needed

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

C. Represent the County’s interest as directed by the BCC in litigation, administrative hearings, negotiations, and similar proceedings in a capable manner

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

D. Professionally and competently implement BCC decisions and enforce County ordinances and codes in a cost-effective manner, reflecting the County’s primary objective of achieving voluntary compliance

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

E. Perform legal services in a timely fashion to permit BCC and County staff to meet established deadlines

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:
2. **Provision of Legal Services – Routine Internal Activities**

A. Provide legal analysis to facilitate legally sound policy/program implementation and evaluation of results

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

---

B. Prepare ordinances, resolutions, contracts, and other legal documents to reflect and implement the purposes for which they are prepared

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

---

C. Keep the BCC and County staff apprised of court rulings and administrative decisions affecting the legal interests of the County

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

---

D. Coordinate work with staff from other departments in a collaborative manner in order to accomplish goals

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

---

3. **Leadership**

Enthusiastically expresses well-developed organizational values, philosophy, and vision for the Department so that employees are energized and motivated, and their efforts are focused to maximize departmental synergy

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:
4. **Organizational Planning and Management**

Setting an example that urges the organization and the community toward experimentation, change, creative problem solving, and prompt action

A. Budgeting: Preparing and administering the departmental budget to meet goals

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

B. Financial Analysis: Interpreting financial information to assess the fiscal condition of the Department

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

5. **Staff Effectiveness**

Promoting the development and performance of staff and employees in the Department

A. Coaching/Mentoring: Providing direction, support, and feedback to enable others to meet their full potential

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

B. Team Leadership: Facilitating teamwork

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

C. Empowerment: Creating a work environment that encourages responsibility, decision-making, and accountability within the Department

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:
6. **Communication**

Facilitating the flow of ideas, information, and understanding between and among individuals; advocating effectively in the County’s interest

A. Advocacy: Communicating personal support for policies, programs, or ideas that serve the best interests of the County

   Select One  
   1 = Needs Attention  
   2 = Satisfactory  
   3 = Good  
   4 = Excellent

   Comments:

   I don’t believe this is relevant to you

B. Presentation Skills: Conveying ideas or information effectively to others

   Select One  
   1 = Needs Attention  
   2 = Satisfactory  
   3 = Good  
   4 = Excellent

   Comments:

C. Media Relations: Communicating information to the media in a way that increases public understanding of County issues and activities, and builds a positive relationship with media

   Select One  
   1 = Needs Attention  
   2 = Satisfactory  
   3 = Good  
   4 = Excellent

   Comments:

D. Interpersonal Communication: Exchanging verbal and written messages with others in a way that demonstrates respect for the individual and furthers organizational and County objectives

   Select One  
   1 = Needs Attention  
   2 = Satisfactory  
   3 = Good  
   4 = Excellent

   Comments:
7. **Integrity**

Demonstrating fairness, honesty, and ethical and legal awareness in personal and professional relationships and activities

A. **Personal Integrity:** Demonstrating accountability for personal actions; conducting personal relationships and activities fairly and honestly

   Select One  
   1 = Needs Attention  
   2 = Satisfactory  
   3 = Good  
   4 = Excellent

   Comments:

B. **Professional Integrity:** Conducting professional relationships and activities fairly, honestly, and legally

   Select One  
   1 = Needs Attention  
   2 = Satisfactory  
   3 = Good  
   4 = Excellent

   Comments:

C. **Departmental Integrity:** Fostering ethical behavior within the Department through personal example, management practices, and training

   Select One  
   1 = Needs Attention  
   2 = Satisfactory  
   3 = Good  
   4 = Excellent

   Comments:

---

Handwritten note:  
Great job again this year—also as I have said in the past. Good job at keeping us informed and your successor planning. Kudos to your staff too!

Page 5 of 5
D. Delegating: Assigning appropriate responsibility to others

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

6. Communication

Facilitating the flow of ideas, information, and understanding between and among individuals; advocating effectively in the County's interest

A. Advocacy: Communicating personal support for policies, programs, or ideas that serve the best interests of the County

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

B. Presentation Skills: Conveying ideas or information effectively to others

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

C. Media Relations: Communicating information to the media in a way that increases public understanding of County issues and activities, and builds a positive relationship with media

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments: Since turning in the original review, the BP issue was discussed. Unfortunately, I think this was not handled well in the press. I feel you should have had explained to the reporter(s) on why that “shade” meeting was necessary. I feel that if it had been tackled head on, the subsequent editorial probably would not have materialized. The legal decision is yours, but the manner the way it was handled could have been better. You know I do not support having meetings out of the sunshine unless it is an absolute legal requirement to do it.

D. Interpersonal Communication: Exchanging verbal and written messages with others in a way that demonstrates respect for the individual and furthers organizational and County objectives

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:
COUNTY ATTORNEY
2015 ANNUAL PERFORMANCE REVIEW CRITERIA

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Select One  
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2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

B. Initiate legal actions as appropriate, and provide legal defense as needed

Select One  
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3 = Good  
4 = Excellent

Comments:

C. Represent the County's interest as directed by the BCC in litigation, administrative hearings, negotiations, and similar proceedings in a capable manner

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

D. Professionally and competently implement BCC decisions and enforce County ordinances and codes in a cost-effective manner, reflecting the County's primary objective of achieving voluntary compliance

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

E. Perform legal services in a timely fashion to permit BCC and County staff to meet established deadlines

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:
2. **Provision of Legal Services – Routine Internal Activities**

A. Provide legal analysis to facilitate legally sound policy/program implementation and evaluation of results

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

B. Prepare ordinances, resolutions, contracts, and other legal documents to reflect and implement the purposes for which they are prepared

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

C. Keep the BCC and County staff apprised of court rulings and administrative decisions affecting the legal interests of the County

Select One  
1 = Needs Attention  
2 = Satisfactory  
3 = Good  
4 = Excellent

Comments:

D. Coordinate work with staff from other departments in a collaborative manner in order to accomplish goals

Select One  
1 = Needs Attention  
2 = Satisfactory  
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Comments:

3. **Leadership**

Enthusiastically expresses well-developed organizational values, philosophy, and vision for the Department so that employees are energized and motivated, and their efforts are focused to maximize departmental synergy

Select One  
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2 = Satisfactory  
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Comments:
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Setting an example that urges the organization and the community toward experimentation, change, creative problem solving, and prompt action

**A. Budgeting:** Preparing and administering the departmental budget to meet goals

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Comments:

**B. Financial Analysis:** Interpreting financial information to assess the fiscal condition of the Department

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Comments:

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Promoting the development and performance of staff and employees in the Department

**A. Coaching/Mentoring:** Providing direction, support, and feedback to enable others to meet their full potential

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Comments:

**B. Team Leadership:** Facilitating teamwork

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Comments:

**C. Empowerment:** Creating a work environment that encourages responsibility, decision-making, and accountability within the Department

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Comments:
D. Delegating: Assigning appropriate responsibility to others

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

6. Communication

Facilitating the flow of ideas, information, and understanding between and among individuals; advocating effectively in the County's interest

A. Advocacy: Communicating personal support for policies, programs, or ideas that serve the best interests of the County

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

B. Presentation Skills: Conveying ideas or information effectively to others

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

C. Media Relations: Communicating information to the media in a way that increases public understanding of County issues and activities, and builds a positive relationship with media

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:

D. Interpersonal Communication: Exchanging verbal and written messages with others in a way that demonstrates respect for the individual and furthers organizational and County objectives

Select One 1 = Needs Attention 2 = Satisfactory 3 = Good 4 = Excellent

Comments:
7. **Integrity**

Demonstrating fairness, honesty, and ethical and legal awareness in personal and professional relationships and activities

A. **Personal Integrity:** Demonstrating accountability for personal actions; conducting personal relationships and activities fairly and honestly

   Select One  
   1 = Needs Attention  
   2 = Satisfactory  
   3 = Good  
   4 = Excellent

   Comments:

B. **Professional Integrity:** Conducting professional relationships and activities fairly, honestly, and legally

   Select One  
   1 = Needs Attention  
   2 = Satisfactory  
   3 = Good  
   4 = Excellent

   Comments:

C. **Departmental Integrity:** Fostering ethical behavior within the Department through personal example, management practices, and training

   Select One  
   1 = Needs Attention  
   2 = Satisfactory  
   3 = Good  
   4 = Excellent

   Comments:

\[ \text{Thank you so much for continued excellent legal services!} \]
COUNTY ATTORNEY
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A. Provide professional, objective, unbiased legal advice to the BCC, County staff, and other advisory boards necessary for the formulation and implementation of legislative policies and projects.

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Comments:

B. Initiate legal actions as appropriate, and provide legal defense as needed.

Select One
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Comments:

C. Represent the County's interest as directed by the BCC in litigation, administrative hearings, negotiations, and similar proceedings in a capable manner.

Select One
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Comments:

D. Professionally and competently implement BCC decisions and enforce County ordinances and codes in a cost-effective manner, reflecting the County’s primary objective of achieving voluntary compliance.

Select One
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Comments:

E. Perform legal services in a timely fashion to permit BCC and County staff to meet established deadlines.

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Comments:
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B. Prepare ordinances, resolutions, contracts, and other legal documents to reflect and implement the purposes for which they are prepared

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C. Keep the BCC and County staff apprised of court rulings and administrative decisions affecting the legal interests of the County

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D. Coordinate work with staff from other departments in a collaborative manner in order to accomplish goals

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4. **Organizational Planning and Management**

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A. **Budgeting**: Preparing and administering the departmental budget to meet goals.

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   Comments: 

B. **Financial Analysis**: Interpreting financial information to assess the fiscal condition of the Department.

   Select One  
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   4 = Excellent  

   Comments: 

5. **Staff Effectiveness**

Promoting the development and performance of staff and employees in the Department.

A. **Coaching Mentoring**: Providing direction, support, and feedback to enable others to meet their full potential.

   Select One  
   1 = Needs Attention  
   2 = Satisfactory  
   3 = Good  
   4 = Excellent  

   Comments: 

B. **Team Leadership**: Facilitating teamwork.

   Select One  
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   2 = Satisfactory  
   3 = Good  
   4 = Excellent  

   Comments: 

C. **Empowerment**: Creating a work environment that encourages responsibility, decision-making, and accountability within the Department.

   Select One  
   1 = Needs Attention  
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   Comments:
D. Delegating: Assigning appropriate responsibility to others

Select One 1 = Needs Attention  2 = Satisfactory  3 = Good  4 = Excellent

Comments:

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Select One 1 = Needs Attention  2 = Satisfactory  3 = Good  4 = Excellent

Comments:

B. Presentation Skills: Conveying ideas or information effectively to others

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Comments:

C. Media Relations: Communicating information to the media in a way that increases public understanding of County issues and activities, and builds a positive relationship with media

Select One 1 = Needs Attention  2 = Satisfactory  3 = Good  4 = Excellent

Comments:

D. Interpersonal Communication: Exchanging verbal and written messages with others in a way that demonstrates respect for the individual and furthers organizational and County objectives

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Comments:
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A. Personal Integrity: Demonstrating accountability for personal actions, conducting personal relationships and activities fairly and honestly

Select One

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Comments:

B. Professional Integrity: Conducting professional relationships and activities fairly, honestly, and legally

Select One

1 = Needs Attention    2 = Satisfactory    3 = Good    4 = Excellent

Comments:

C. Departmental Integrity: Fostering ethical behavior within the Department through personal example, management practices, and training

Select One

1 = Needs Attention    2 = Satisfactory    3 = Good    4 = Excellent

Comments:

Kenneth N. Wild

Jim continues to provide excellent legal counsel to the Body.

7/14/15