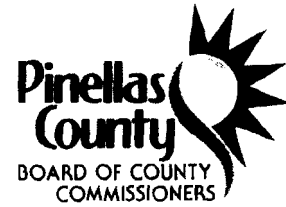


8.18.15 #31

## MEMORANDUM



TO: Members, Pinellas County Commission

FROM: John Morroni, Chairman  
Pinellas County Commission

RE: County Attorney Annual Performance Review

DATE: August 18, 2015

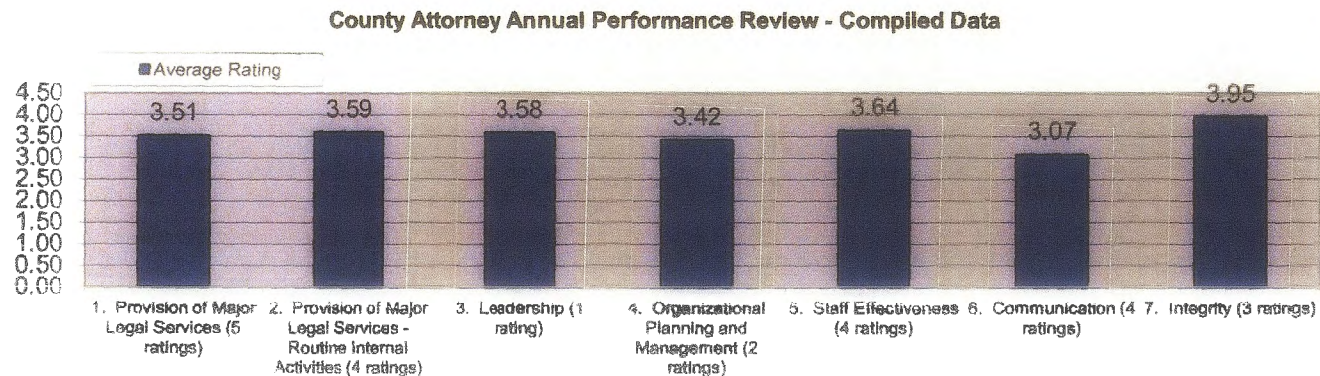
Attached is the County Attorney's Annual Performance Review with the combined scores from all of the commissioners. Also included are the individual reviews of the County Attorney. The reviews will be on the August 18<sup>th</sup> agenda.

Attachments



**Pinellas County Attorney  
2015 Annual Performance Review**

	<u>Average Rating</u>	<u>400-point Scale Equivalent</u>
1. Provision of Major Legal Services (5 ratings)	3.51	82.0
2. Provision of Major Legal Services - Routine Internal Activities (4 ratings)	3.59	64.7
3. Leadership (1 rating)	3.58	14.3
4. Organizational Planning and Management (2 ratings)	3.42	27.3
5. Staff Effectiveness (4 ratings)	3.64	53.3
6. Communication (4 ratings)	3.07	55.3
7. Integrity (3 ratings)	3.95	55.3
<b>Overall Score</b>		<b>352.3</b>



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

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

1. Provision of Major Legal Services (5 ratings)

A  
B  
C  
D  
E

1. Total Score

2. Provision of Major Legal Services - Routine Internal Activities

A  
B  
C  
D

2. Total Score

3. Leadership (1 rating)

4. Organizational Planning and Management (2 ratings)

A  
B

4. Total Score

5. Staff Effectiveness (4 ratings)

A  
B  
C  
D

5. Total Score

6. Communication (4 ratings)

A  
B  
C  
D

6. Total Score

7. Integrity (3 ratings)

A  
B  
C

7. Total Score

	Weich	Max	Long	Max	Morrone	Max	Seel	Max	Justice	Max	Eggers	Max	Gerard	Max	Score	Max Total	%	400 Pt. Scale Equiv. Pts	4 Pt. Scale Avg. Rating
A	4	4	2	4	4	4	4	4	3	4	4	4	4	4					
B	4	4	3	4	4	4	4	4	3	4	4	4	4	4					
C	4	4	2	4	4	4	3	4	2	4	4	4	4	4					
D	4	4	3	4	4	4	3	4	3	4	4	4	4	4					
E	4	4	4	4	4	4	3	4	3	4	4	4	4	4					
1. Total Score	20	20	14	20	20	20	17	20	14	20	18	20	20	20	123	140	88%	82.0	3.51
A	4	4	3	4	4	4	4	4	3	4	4	4	4	4					
B	4	4	3	4	4	4	4	4	4	4	4	4	4	4					
C	4	4	4	4	4	4	3	4	2	4	3	4	4	4					
D	4	4	-	0	4	4	3	4	3	4	4	4	4	4					
2. Total Score	16	16	10	12	16	16	14	16	12	16	14	16	15	16	97	108	90%	64.7	3.59
A	3.5	4	-	0	4	4	4	4	3	4	3	4	4	4	22	24	90%	14.3	3.58
B	3.5	4	-	0	4	4	4	4	3	4	3	4	4	4					
4. Total Score	7	8	-	0	8	8	7	8	6	8	6	8	7	8	41	48	85%	27.3	3.42
A	3.5	4	-	0	4	4	4	4	3	4	3	4	-	0					
B	3.5	4	-	0	4	4	4	4	3	4	3	4	4	4					
C	3.5	4	-	0	4	4	4	4	3	4	4	4	-	0					
D	3.5	4	-	0	4	4	4	4	3	4	4	4	4	4					
5. Total Score	14	16	-	0	16	16	16	16	12	16	14	16	8	8	80	88	91%	53.3	3.64
A	3.5	4	2	4	4	4	3	4	3	4	3	4	4	4					
B	3.5	4	2	4	4	4	3	4	2	4	3	4	4	4					
C	3.5	4	2	4	-	0	3	4	2	4	2	4	3	4					
D	3.5	4	3	4	4	4	4	4	1	4	4	4	4	4					
6. Total Score	14	16	9.0	16.0	12	12	13	16	8	16	12	16	15	16	83	108.0	77%	55.3	3.07
A	4	4	3	4	4	4	4	4	4	4	4	4	4	4					
B	4	4	4	4	4	4	4	4	4	4	4	4	4	4					
C	4	4	4	4	4	4	4	4	4	4	4	4	4	4					
7. Total Score	12	12	11	12	12	12	12	12	12	12	12	12	12	12	83	84	99%	55.3	3.95
															528.5	600	88%	352.3	3.54

Score Max Total 400 Pt. Avg Score 4 Pt. Avg Score

No ratings: green
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.



Eggers

**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:

SINDOWSKY

- 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:



*Gerard*

**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      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: 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

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:

Again, in an abundance of caution, I can be reticent with the media and overly cautious in advising the Commission

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:

- 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:

*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:

*BBP 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.



AMENDED

JANET C. LONG

**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: Jim consistently strives to protect the County. He does, however, often look for ways to tell us why we can't do something instead of how we CAN!

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

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

Comments: Jim's department does a good job representing the County. He does a good job of identifying issues that could become problematic for the County Commission.

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: Jim does a satisfactory job of representing the Commission on these issues - however, again he will look for ways we cannot do things - instead of guiding us in how we CAN!

- 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: I would like to see Jim be a bit more pro-active in guiding us to legal ways we can get things done.

- 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: Jim does an excellent job on this initiative.



## 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 does a good job taking out the legal framework for us to intellectually evaluate 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      1 = Needs Attention      2 = Satisfactory      3 = Good      4 = Excellent

Comments: Jim's department does a good job on this criteria.

- 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: Jim does an excellent job of keeping us apprised of any issue that could potentially become litigious.

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

Comments: Again, I have no ability to evaluate Jim's interaction with other 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 = Needs Attention      (2 = Satisfactory)      3 = Good      4 = Excellent

Comments:

✓ *peo not have enough information to properly evaluate.*

##### 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:

✓ *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 = Needs Attention      (2 = Satisfactory)      3 = Good      4 = Excellent

Comments:

✓ *no real opportunity to evaluate.*

##### B. Team Leadership: Facilitating teamwork

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

Comments:

✓ *no opportunity to evaluate*



D. Delegating: Assigning appropriate responsibility to others

Select One

1 = Needs Attention

2 = Satisfactory

3 = Good

4 = Excellent

Comments:

*It appears that this is being handled appropriately - no real way 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

1 = Needs Attention

2 = Satisfactory

3 = Good

4 = Excellent

Comments:

*The language in the Greenlight referendum and the B & P settlement does not find itself the support or best interest of the County - as example.*

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

Select One

1 = Needs Attention

2 = Satisfactory

3 = Good

4 = Excellent

Comments:

*The way in which we were advised to proceed with B & P settlement conflicts with the very foundation of public policy driven by 'gait 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

1 = Needs Attention

2 = Satisfactory

3 = Good

4 = Excellent

Comments:

*It's not necessarily Jim's job to speak on behalf of the Commission in 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

1 = Needs Attention

2 = Satisfactory

3 = Good

4 = Excellent

Comments:

*Jim's 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:

*Jim is always very professional and respectful.*

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

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

Comments:

*Again, Jim maintains a very professional and respectful demeanor.*

- 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:

*No problems with Jim's ethics or integrity.*

*As a final thought, I am very disappointed in the way Pinellas County handled the PG settlement. The process was tainted by our County atty's interpretation of the Judge's order - in my opinion!*



MORRISON  
6/25/15

**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:

*I don't believe this is relevant to you*

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:

Jim,  
Great job again this year - also as  
I have said in the past, good job at  
keeping us informed and your succession  
planning... 1940's to your staff too!  
John  
#6



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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Comments:

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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:



Karen Seel

**COUNTY ATTORNEY  
2015 ANNUAL PERFORMANCE REVIEW CRITERIA**

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Comments:

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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      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

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Comments:

- 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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Comments:



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

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Comments:

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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:

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

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Comments:

*Thank you so much for continued  
excellent legal services!*



**COUNTY ATTORNEY  
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Comments:



D. Delegating: Assigning appropriate responsibility to others

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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 V. Wall  
Jim continues to provide  
Excellent legal counsel to the  
BoCC. 7/14/15