



MEMORANDUM

EUGENE WATER & ELECTRIC BOARD

Rely on us.

TO: Commissioners Simpson, Brown, Helgeson, Manning and Mital
FROM: Lena Kostopulos, Human Resources Manager
DATE: December 18, 2012
SUBJECT: Annual General Manager's Performance Evaluation for Year 2012

Background:

On December 18, 2012, the Board met in Executive Session with Roger Gray to conduct the annual evaluation of the General Manager's performance. This document is intended to summarize the discussion from that meeting for the public record.

Discussion:

The timing of this year's performance evaluation process was adjusted to enable outgoing Commissioners Ernst and Cunningham to participate and contribute their feedback to the process. Mr. Gray's last evaluation (for year 2011) was conducted in February, 2012 and entailed a very comprehensive process including feedback from Mr. Gray's direct reports, community and industry partners in addition to the Board of Commissioners. Since less than a year has passed, the Board opted to condense the process somewhat, relying purely on the Board's evaluations of Mr. Gray's performance in the following six categories:

- Mission, Vision & Purpose
- Operational Effectiveness
- Strategic Agility
- Setting Expectations and Creating Accountability
- Leadership
- Effectiveness in Working with Board of Commissioners

The rating options were:

- 1 – Consistently Exceeds My Expectations; Exceptionally Skilled
- 2 – Fully meets my expectations; Skilled
- 3 – Generally meets my expectations; Approaching desired levels of performance
- 4 – Needs to improve; underperforming

Individual Commissioner ratings in each category ranged from "Skilled" to "Exceptionally Skilled" with an overall rating of "Exceptionally Skilled."

The Board indicated that overall, they are very satisfied with Mr. Gray's 2012 job performance, making particular note of his success in spite of present economic challenges and customer perceptions regarding recent rate increases. To that end, the Board offered that Mr. Gray could provide more direct and advanced notice surrounding issues that may become controversial. Their goal in this is to ensure each Commissioner is fully informed and prepared to address questions and concerns from their constituents. They were unanimous in directing Mr. Gray to work toward developing a more proactive and robust communications and marketing strategy as a means to better educate customers and the general public about the value of EWEB products and services as well as any emerging challenges that may be confronting the Utility.

During regular session, Vice President Brown invited individual Commissioners to comment regarding Mr. Gray's 2012 job performance. Each made remarks recognizing Mr. Gray's efforts and exceptional performance. On behalf of the Board of Commissioners, Vice President Brown expressed appreciation for Mr. Gray's 2012 performance and the evaluation discussion was concluded.

The Board directed me to prepare this summary to be presented as a consent calendar item for the next agenda. A copy of this memorandum, along with any documents associated with the performance evaluation process, will be placed in Mr. Gray's EWEB employment record.

Recommended Action:

Confirm that this summary is an accurate reflection of the annual performance evaluation discussion (for year 2012) between the EWEB Board of Commissioners and General Manager, Roger Gray and that it be entered into the record.