



Ethics, Organization, and Personnel Committee

360 Department Head Feedback & Board Evaluation

Item 6e

March 11, 2024

Item #6e

360 Department Head Feedback & Board Evaluation

Subject

360 Department Head Feedback & Board
Evaluation

Purpose

Discuss the Department Head 360 Evaluation
process

360 Department Head Feedback Process (Phase I)

360 Feedback Contributors

- Assistant General Managers
- Group Managers
- All Direct Reports
- 2 – 3 Peers Provided by Department Heads
- Other Department Heads

360 Feedback Collection Strategy

- Online portal-based questionnaire (all)
- 1-on-1 interviews (up to 6 randomly-selected participants from the contributor group)

360 Department Head Feedback Timeline (Phase I)

| | | |
|------|----------------------------------------------------------------------|-----------------------------------------------|
| Apr. | Links to feedback portal sent to contributors | One-on-one interviews with contributors begin |
| May | Feedback and interviews completed | |
| Jun. | Quantum debriefs Department Heads on summary of contributor feedback | |

Board Evaluation Process (Phase 2)

1. Board receives summary of 360 feedback themes
2. Department Heads present goals and development plans to Board
3. Board conducts final evaluations of Department Heads and finalizes compensation

Board Evaluation Timeline (Phase 2)

| | | | |
|------|-------------------------------------------------------------------------------------------------|--------------------------------------------------------------|------------------------------------------------|
| Jun. | Quantum presents contributor feedback summary to Board | Dept. Heads present goal and development plan to Board | Board receives link to final online evaluation |
| Jul. | Final evaluations completed by Board | | |
| Aug. | Quantum assists Board with final evaluation debriefs with the Department Heads (closed session) | Board determines Department Head compensation (open session) | |

Next Steps

Next steps

- Approval of Proposed Phases & Timeline
- Approval of Sub-Committee to Determine Final Questions based on Competencies

Board:
Phase I
Proposed
Competencies

Strategic Leadership

- Prepares the organization for future challenges and issues
- Projects positive image of MWD in the public and stakeholder communities

Team Collaboration

- Works effectively with others
- Takes action to improve MWD operations

Effectiveness in Reaching Goals

- Ensures stakeholders are informed and manages priorities
- Demonstrates strategic ability to identify and complete goals on time and within budget

Board: Phase 2 Proposed Competencies

Board Relationships

- Fosters an effective working relationship with the Board
- Remains open to constructive feedback
- Communicates effectively at Board meetings

Stakeholder Engagement

- Keeps stakeholders informed of conditions affecting the organization
- Makes themselves readily available to stakeholders

Next Steps

Next steps

- Approval of Proposed Phases & Timeline
- Approval of Sub-Committee to Determine Final Questions based on Competencies

360 Feedback Portal

PREVIEW

Provide Feedback for
{Employee Name}

Opt Out

Please submit your responses by MM/DD/YYYY

VIEWING TEMPLATE AS ▾
Peers

Who Can See This?

[Privacy Policy](#)

👁️ Visibility: This is where we'll tell feedback providers who will be able to see their feedback.

🔒 Confidentiality: This is where we'll tell feedback providers whether their feedback will be attributed or confidential.

About This Cycle

🔒 Put your information here

STRATEGIC LEADERSHIP

Survey assesses strategic leadership effectiveness through vision clarity, decision-making, feedback integration, communication, and adaptability to drive organizational success and growth.

For the following, to what extent does {^Employee_Name^}:

Set priorities aligned with MWD mission and Board directives? *

Unsatisfactory Performance

Exemplary Performance

Add

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Who is Quantum?

Quantum Workplace

- An HR technology provider that equips companies with cutting edge talent solutions
- Has pioneered employee engagement and performance management software for nearly 20 years
- Worked with thousands of organizations to drive employee, team, and business success



