

**Santa Cruz County Regional Transportation Commission
2007 Executive Director Evaluation
Draft Schedule**

	Evaluation Activity	Date
1.	B&A/P Committee considers proposed evaluation schedule	March 8, 2007
2.	RTC accepts B & A/P recommendations for schedule and process.	March 15
3.	Executive Director distributes self evaluation, performance review form, review of 2006 goals and proposed 2007 goals to Commissioners	By March 22
3.	RTC conducts performance review in closed session	April 5
4.	Executive Director distributes revised written review to Commissioners	By April 10
5.	Commissioners complete review of revised written review of Executive Director	By April 17
6.	Executive Director completes the final written performance review for signature by the Chair	By April 18
7.	Final Executive Director written performance review is signed by the Chair	By April 19
8.	Signed final performance review is submitted to the Administrative Services Officer for inclusion in the Executive Director's personnel file	By April 20, 2007