

City of Greeley, Colorado
CITY COUNCIL SUBCOMMITTEE
Review Procedures for Council Direct Reports
October 20, 2020

The session began at 5:01 p.m. and was held remotely via the City's Zoom platform.

Those present were Mayor John Gates and Councilmembers Michael Fitzsimmons and Brett Payton. Also present were Cheryl Aragon, Deputy City Clerk; Maria Gonzalez-Estevez, Human Resources Director; Abbie Ponitowski, Assistant to the City Manager; and Paul Fetherston, Deputy City Manager.

Ms. Gonzales-Estevez reviewed the two-year proposed process and timeline for reviewing each of Councils' direct reports. She noted that the Judicial Review Board process for the Municipal Court Judge has already launched for this time around, but that timeline will be accelerated for next year.

She noted that the proposed process includes an electronic component for Council via Infinity HR, the system used for general employees, and that there will be training for Councilmembers on this process to assure that they are comfortable with the new platform.

Discussion ensued about the frequency of some additional check ins for each direct report throughout the year. The Committee considered quarterly and mid-year check ins, and settled on, as a compromise, two additional checks ins beyond the initial one in February, and will conduct those in June and October, roughly.

The 360 review for the City Manager and the City Attorney was also discussed, and the thought would be to alternate between the two of them each year as a cost-savings measure. They discussed various options for conducting these 360 reviews and really seemed to support the option of hiring an outside agency or consultant that would incorporate feedback from 20-30 stakeholders, both inside and outside of the organization about performance. They indicated that this approach seemed more objective.

Ms. Poniatowski stated that the Council can really design this process in a way that meets the needs of the review. This will also help manage costs, will make it meaningful for all and will be a fairly easy process to launch. It was also noted that this process allows for a more frequent review and base touch on goals set during that initial review, which allows for some shifts in priorities as needed, and really sets things up so that nothing should be a surprise to anyone.

Mr. Fetherston advised that staff will work on solidifying this proposal, which will go to the full Council, and also review it with the Councils' three direct reports prior to the next Subcommittee meeting, which was set for Tuesday, October 27, 2020, beginning at 5:00 p.m.

There being no further business to discuss at this meeting, it was adjourned at 5:44 p.m.



Cheryl Aragon, Deputy City Clerk