

**THE BOARD OF COUNTY COMMISSIONERS
DURHAM, NORTH CAROLINA**

Monday, March 28, 2011

4:00 P.M. Special Session

MINUTES

Place: Commissioners' Room, second floor, Durham County Government
Administrative Complex, 200 E. Main Street, Durham, NC

Present: Chairman Michael D. Page, Vice-Chairman Ellen W. Reckhow, and
Commissioners Joe W. Bowser, Becky M. Heron, and Brenda A. Howerton

Absent: None

Presider: Chairman Page

Opening of Special Session

Chairman Page opened the meeting and welcomed Dr. Vaughn Upshaw, Lecturer in Public Administration and Government with the School of Government.

Dr. Upshaw announced that she would be having a "conversation" with the Board about the Manager's Performance Evaluation process, instead of making a presentation. She referenced two important considerations: core decisions, and practices for effective public management.

Dr. Upshaw posed the question to the Board, "what would you look for in good performance?"

The Board noted the following items that would be important: leadership style, team building, decision making, change agent, interpersonal skills, knowledge skills, and feedback. The Board also cited examples from other agencies' evaluations.

The Board was asked by Dr. Upshaw if they were committing to the performance evaluation process. The Board responded in the affirmative.

Chairman Page asked Dr. Upshaw to confirm how she would work with the Board. Dr. Upshaw stated that the consulting fee for the School of Government is \$1000 per day. It would be up to the Board as to the amount of her involvement.

After further discussion, the Board agreed on the following items to be included in the Manager's Performance Evaluation:

- Board communication
- Financial Management/Budget
- Responsive Citizen Service
- Integrity
- Presentation Skills

MediaRelations
Initiative,Vision,CreativityandInnovation
Staff Effectiveness (hiring/promotions/developing l eaders, especially Deputy County
Managers)
PolicyFacilitation
TechnologicalLiteracy

NextSteps

Dr.Upshawwilltakethelistaboveandattachdesc riptivelanguagetoeachitemforclarity.She
willalsoaddressscalingfortheitems. TheBoard willthenmeetinClosedSessionforfurther
discussion.Dr.Upshawwillhaveareportbackto theBoardbythe2ndweekinApril.

Vice Chair Reckhow moved seconded by Commissioner H eron to adjourn to
Closed Session pursuant to G.S. §143-318.11(a)(1) t o prevent the disclosure of
informationthat is privileged or confidential purs uant to G.S. §143-318.10(e).

Themotionpassedunanimously.

TheSpecialSessionwasadjournedat5:55pm.

RespectfullySubmitted,

V.MichelleParker-Evans
ClerktotheBoard