



**MEMBERS:**

- City of Lacey
- City of Olympia
- City of Rainier
- City of Tenino
- City of Tumwater
- City of Yelm
- Confederated Tribes of the Chehalis Reservation
- Nisqually Indian Tribe
- Town of Bucoda
- Thurston County
- North Thurston Public Schools
- Olympia School District
- Tumwater School District
- Intercity Transit
- LOTT Clean Water Alliance
- Port of Olympia
- PUD No. 1 of Thurston County

**ASSOCIATE MEMBERS:**

- Lacey Fire District #3
- Puget Sound Regional Council
- The Evergreen State College
- Thurston Conservation District
- Thurston Economic Development Council
- Timberland Regional Library



Marc Daily  
Executive Director

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**MEMORANDUM**

**TO:** Thurston Regional Planning Council

**FROM:** TRPC Executive Director Evaluation Subcommittee  
JW Foster, Chair  
Cynthia Pratt, Vice Chair  
Hilary Seidel, Council member  
Joe Downing, Council member  
Carolyn Cox, Council member  
Chris Stearns, Council member

**DATE:** February 26, 2021

**SUBJECT:** Executive Director Annual Evaluation

**PURPOSE**

Facilitate council member input on the Executive Director's annual evaluation.

**Summary:**

- Council policy requires an annual evaluation of the Executive Director.
- The Executive Director Evaluation Committee developed a process that provides the opportunity for full council input on the Executive Director's performance. TRPC staff are also invited to provide input. Staff input was provided to Council members on February 24<sup>th</sup>.
- Executive Director Daily prepared his self-evaluation to assist the Council's evaluation. This was sent to Council members on February 24<sup>th</sup>.
- Council member evaluation forms were solicited on the 24<sup>th</sup> and are due by March 18.
- The evaluation subcommittee recommended that the full Council have an opportunity to discuss the Executive Director's performance during an executive session at Council's March 5, 2021, meeting.
- Council members will complete their individual assessments of the Executive Director's performance by March 18, 2021.
- The Evaluation Committee will meet the week of March 22<sup>nd</sup> and Council will hold an executive session at the April 2, 2021, meeting to finalize the evaluation.

**REQUESTED ACTION**

None at this time. This is solely an opportunity for Council to discuss the Executive Director's performance.

mc:bl