

Ms. Corley stated that she would like for Council to review this as she would like to see this data-driven and not by personal feelings. She would like to provide Council with the opportunity to review the assessment.

Ms. Landing stated that she was the Human Resource Chair when the assessment for the Town Administrator was done. She believes it was robust and thorough. The assessment for General Council has not been done in approximately 10 years; therefore, this may be an area where the assessment may be updated. She added that it is the responsibility of the Human Resource Committee to review this prior to sending to Council.

Ms. Whitley stated that a written statement from the General Counsel and Town Administrator of their annual achievements would provide Council with some guidance.

Ms. Corley asked fellow Committee members if they would like to begin working on both assessments.

Ms. Landing said she felt that the assessment for the Town Administrator is a good one. She stated that the summary idea of a summary of accomplishments for the year is very good.

Ms. Corley asked Mr. DeMoura about a time frame to complete an assessment for General Council.

Mr. DeMoura stated that if Committee and Council are agreeable with the assessment already in place for the Town Administrator, work could begin on an assessment for the General Counsel as this would consume the most time. He suggested tasking the new Human Resource Director with developing this tool.

6. Adjourn

There being no further business, meeting adjourned at 11:43 p.m.

Respectfully submitted,
Barbara Ashe MacDonald
January 4, 2021