

MENDOCINO COUNTY POLICY #6	MANAGEMENT REVIEW
ADOPTED: January 15, 1985	ADOPTED BY: Minute Order

In order to insure that appointed department heads have an opportunity for evaluation and review with the Board of Supervisors prior to settling of final salary adjustments in any particular year, the following process is adopted:

- A. All appointed department heads will be evaluated by the Board in Closed Session through the year on a scheduled annualized basis, after receiving the County Administrative Officer's recommendations;
- B. The County Administrative Officer shall consult with any other appointing authority involved, i.e., Superior Court Judges;
- C. Any department head who has not been reviewed between October and June 30 of the following year should anticipate that he/she is doing a satisfactory job and his/her salary adjustment for the following year will be in line with all other managers. If the Board has a problem with a department head, it will interview him/her prior to the June 30 date so that he/she is apprised of any concern which may exist.