

## HCH Director Performance Evaluation 5/19/2017

1. Review Ordinance/Co-Applicant/Bylaw Language
2. Review HCH Director Job Description & County Performance Evaluation Template
3. Discuss/Develop structure of HCH Director Evaluation Process
4. HCH Director Evaluation Criteria
5. Approval of ACHCH request to HRSA to change Project Director
6. What Resources do you need

HCH Commission Ordinance:

### **2.124.120 Powers and Duties of the Commission.**

Subject to 2.124.050 regarding the Limitation of Powers, the duties of the Commission shall be limited to the HRSA Scope of Project as follows:

- Approving applications related to the HRSA Scope of Project, including grants and designation applications and other HRSA requests regarding scope of project.
- Approving the annual HRSA Scope of Project budget and audit within appropriations made available by the board of supervisors and/or the BOT.
- Long-term strategic planning, which would include regular updating of the HRSA Scope of Project's mission, goals, and plans, as appropriate.
- Evaluating the HRSA Scope of Project's progress in meeting its annual and long-term goals.
- Determining the hours during which services are provided at HRSA Scope of Project's sites that are appropriate and responsive to the community's needs.
- Approving the selection and dismissal of, and evaluating the performance of the HCH Director, subject to those limitations on the Commission's authority over labor relations and conditions of employment described in the Commission's enabling ordinance, which are strictly reserved to the BOT and BOS.
- Establishing general policies and procedures for the HRSA Scope of Project that are consistent with the HRSA Scope of Project and applicable grants management requirements.
- Developing Commission member selection and dismissal procedures.
- Developing quality improvement system.
- Developing fee schedules for services, including the sliding fee discount program.

### **HCSA/AHS/HCH Commission Co-Applicant Agreement:**

c) Personnel. Subject to the limitations outlined in this Agreement regarding the selection, evaluation, approval, and removal of the HCH Program Director, the parties agree that the BOS and AHS shall have sole authority over employment matters and development and approval of personnel policies and procedures, including but not limited to: employing or contracting personnel to carry out clinical, managerial, and administrative services related to the HRSA Scope of Project, including agreements for the provision of staff who are employees of other agencies or organizations; day-to-day management and supervision; evaluation; discipline and dismissal; salary and benefit scales; grievance procedures and processes; equal employment opportunity practices; collective bargaining agreements; and labor disputes and other labor and human resources issues. The HCH Program Director shall be an employee of HCSA. Removal of the HCH Program Director by the Commission

pursuant to this Agreement shall not constitute a termination of employment nor impede the HCH Program Director's employment relationship with HCSA or Alameda County.