Beach Cities Health District
A Public Agency

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POLICY TITLE: ANNUAL PERFORMANCE EVALUATION OF THE CHIEF EXECUTIVE OFFICER
POLICY NUMBER: 2190

COMMITTEE APPROVAL DATE:	12/1/2025	**WRITTEN/REVISED BY**:	M. VIXIE
BOARD APPROVAL DATE:	01/28/2026	**SUPERSEDES:**	11/15/2023

POLICY:

2190 It is the policy of the Beach Cities Health District ("District") Board of Directors to implement the annual performance evaluation of the Chief Executive Officer ("CEO").

GUIDELINES:

2190.1 Performance Criteria. The criteria to be considered by the Board of Directors in evaluating the annual performance of the Chief Executive Officer shall include, among other objectives and subjective measures of performance, the following:

2190.1.1 The quality and effectiveness of the leadership of the CEO, as reflected in overall organizational accomplishment, program effectiveness, community relationships, and the financial performance of the District;

2190.1.2 The attainment of any annual goals or objectives of the CEO established by the Board of Directors;

2190.1.3 The progress of the District towards the achievement of its strategic objectives;

2190.1.4 The recruitment, motivation, retention and professional growth of District employees and volunteers; and

2190.1.5 The quality and effectiveness of communication between the CEO and the Board of Directors.

2190.2 The Board may engage an outside consultant to perform a compensation study.

2190.3 The Board may engage an outside consultant to facilitate Board discussion of the CEO's performance and prepare the written review for the CEO.

2190.4 The conduct of the annual performance evaluation of the CEO is a matter of material importance to the CEO, the Board of Directors and the District. Every member of the Board of Directors, the CEO and anyone who participates in the evaluation shall maintain the strict confidentiality of the evaluation process and the materials developed during the evaluation process.

2190.5 Performance Evaluation Process. As part of developing the performance evaluation of the CEO, the President of the Board of Directors will designate the President Pro-Tem (or other designee should the President Pro-Tem be unable to serve in this role) to facilitate the CEO evaluation process. The Board Evaluator will work with the Chief Engagement Officer to execute the steps outlined in the Annual Chief Executive Officer Performance Evaluation Procedure.

2190.5.1 The Board Evaluator may request comments and/or ratings on specific elements of the CEO's performance to form a written performance appraisal that represents a consensus of the commentary and ratings of the individual members of the Board.

2190.5.2 The Board shall present a performance appraisal to the CEO in a closed session. Except to highlight a representative comment or rating of performance, the individual comments or performance ratings of Board members shall be confidential and not be identified in the review.

2190.6 If the overall performance of the CEO is deemed excellent to satisfactory by the Board, the CEO may:

2190.6.1 Receive a salary increase appropriate to the position's salary range and the status of the agency financially. The Board may extend other benefits as legally allowed.

2190.6.2 The Board may extend the contract of the CEO to reflect the Board's intention to retain the CEO.

2190.6.3 The Board Evaluator will give the CEO a final written performance appraisal that includes the performance feedback of the board and any edits or additions to the CEO's submitted work plan for the next performance period within thirty (30) days after the review.

2190.7 If the overall performance of the CEO is deemed unsatisfactory by the Board, the CEO may be:

2190.7.1 Required to submit a written plan for improvement of performance to the President and Board for its approval. The written plan for improvement shall contain such performance benchmarks and time periods for improvement as required by the Board.

2190.7.2 Suspended from his/her responsibilities by the Board of Directors and his/her employment or retention thereafter terminated by a majority vote of the Board of Directors in accordance with the terms and conditions in the CEO's employment contract.