

**City of Carson City  
Agenda Report**

**Date Submitted:** 8-23-11

**Agenda Date Requested:** 9-1-11

**Time Requested:** 15 minutes

**To:** Board of Supervisors

**From:** Melanie Bruketta, HR Director

**Subject Title:** *For possible action:* Discussion and possible action to direct the Human Resources Director to obtain services to provide a 360° evaluation of the City Manager during the next evaluation period.

**Staff Summary:** An interest was expressed to the Human Resources Director to have the City Manager's next review, currently scheduled for January 2012, to include a 360° evaluation. A 360° evaluation measures behavior and competencies. It provides feedback on how others perceive the employee, and addresses skills such as listening, planning and goal setting. A 360° evaluation focuses on subjective areas of an employee's performance such as teamwork, character and leadership effectiveness.

**Type of Action Requested:** (check one)

Resolution

Ordinance

Formal Action/Motion

Other (specify)

**Does this Action Require a Business Impact Statement:**  Yes  No

**Recommended Board Action:** I move to direct the Human Resources Director to obtain services to provide a 360° evaluation of the City Manager during the next evaluation period.

**Explanation for Recommended Board Action:** An interest was expressed to the Human Resources Director to have the City Manager's next review, currently scheduled for January 2012, to include a 360° evaluation. A 360° evaluation measures behavior and competencies. It provides feedback on how others perceive the employee, and addresses skills such as listening, planning and goal setting. A 360° evaluation focuses on subjective areas of an employee's performance such as teamwork, character and leadership effectiveness. The raters are typically direct reports, managers and peers. The report should be used as a skills development tool for the individual being evaluated.

A 360° evaluation does not measure the employee's performance and it does not measure the employee's knowledge of basic job requirements, technical or job specific skills, and is not used to measure whether the employee has met goals and objectives.

There are a number of companies that provide 360° evaluation services.

**Applicable Statue, Code, Policy, Rule or Regulation:** N/A

**Fiscal Impact:** No fiscal impact at this time.

**Explanation of Impact:** N/A

**Supporting Material:** No supporting material.

**Prepared By:** Melanie Bruketta, HR Director

**Reviewed By:** Melanie Bruketta Date: 8.15.11  
(Human Resources Department)  
[Signature] Date: 8-23-11  
(City Manager)  
[Signature] Date: 8/23/11  
(District Attorney)  
Nancy Paulson Date: 8/23/11  
(Finance Director)

**Board Action Taken:**

Motion: \_\_\_\_\_ 1) \_\_\_\_\_

2) \_\_\_\_\_

Aye/Nay \_\_\_\_\_

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(Vote Recorded By)