

**CITY OF JERSEY VILLAGE
PERFORMANCE EVALUATION
MANAGEMENT STAFF**

Employee Information

Name: Eric Foerster**Job Title:** Police Chief**Department:** Police Dept**Rating Period:** 10/1/2017 - 10/1/2018**Type of Evaluation:** Annual**Supervisor**

Austin Bless

Supervisor Title

City Manager

Date of Evaluation:

10/25/2018

Performance Evaluation Scale

Performance is the "best of the best" and accomplishments have made a particularly notable contribution to the organization.	5
Performance exceeds the job requirements even on some of the most difficult and complex areas of the job. Aggressively develop and implement changing work goals.	4
Performance is fully complete and satisfactory. Performance is expected of a fully qualified and experienced person in the job. A solid worker and capable in all areas of the job.	3
Performance is reasonably well in most areas, but improvement is needed in a major area or two. Closer supervision is required than is dictated by the job.	2
Performance is below the minimum requirements of the job.	1

General Performance Factors

Rating

1. Leadership: Execution of programs, plans, issues, and policies. Development and management of budget/finances. Attendance. Delegation/assignment of responsibilities when appropriate. Coordination with other departments, officials, and agencies. Take charge attitude. Development and facilitation of others. Responds to unexpected situations. Serves as effective example. Establishes high standards. Recognition of future needs, problems, and opportunities. Conducts effective meetings. Creation of collaborative team atmosphere.	5
2. Initiative/Accountability: Dedication. Service "above and beyond the call". Time commitment. Conscientiousness. Hard working, persistent. Sincere interest/devotion to job. Inventiveness and imagination. Willingness to pursue challenges. Personally motivated and able to motivate others. Identification with goals. Implementation of directives. Compliance with rules. Placement of the City's goals/priorities over own.	5
3. Problem Solving/Judgment: Application of common sense, logic and decision-making principles. Recognition of problems. Ability to identify problems and identify alternatives. Analytical ability. Sound decisions, logic. Recognition, appropriate responses to problems. Application of abstract concepts. Creativity.	5

<p>4. Adaptability: Receptiveness to new ideas and approaches. Exhibits appropriate responses to changing demands and expectations. Demonstration of flexibility. Development of strategies for implementation. Looks ahead. Sets goals. Establishment of priorities. Utilization of resources, especially personnel. Recognition of limiting factors. Attention given to detail process.</p>	4
<p>5. Professional Presentation: Conducts self in businesslike manner. Appropriateness of dress. Presentation of proper image. Conveyance of friendliness, approachability. Maintenance of positive, appropriate attitude. Preparation of thorough, accurate, clear staff reports. Proper and timely Council agenda reports. Effectiveness in presentations before groups and one-on-one. Ability to listen actively/understand. Professional composition of reports, letters, and proposals. Conveys proper level of information.</p>	5
<p>6. Public Relations: Ability to interact in positive fashion with public. Community relations. Involvement in civic affairs. Attentiveness to needs/desires of public. Visibility in community. Displays and encourages among subordinates a good customer service attitude.</p>	5
<p>7. Technical Knowledge: Knowledge of field. Possesses technical expertise to fulfill responsibilities. Solid understanding of fundamentals. Remains up to date on developments in field. Knowledge in broader functional area. Awareness of industry practices.</p>	5
<p>8. Productivity: Volume/quantity of work. Attainment of goals. Completion of departmental project, issue assignments. Development of productive staff. Time management. Devotion of proper level of productive time vs. learning time. Productivity of department. Meets deadlines.</p>	5
<p>9. Interpersonal Skills: Relationship with subordinates. Relationship with other departments. Perceives needs of others. Gains understanding, respect of others. Demonstration of consideration for others. Interaction in way which results in positive relationships.</p>	4
<p>10. Personal Development: Pursuance of self-improvement. Sets high standards for self. Attends seminars/conferences. Participation in training opportunities. Participation in professional association(s). Renewal of literature, journals. Maintenance of contact with others in field.</p>	5

Total Rating of Points

48

Evaluators Comments

Areas of Strengths

Chief understands his job well, and does a great job of motivating his employees.
PD Staff and other Dept Heads look up to the Chief.

Areas for Improvement

General Comments

We need to monitor the turnover rate. There were 8 people that left FY18, 4 that left FY17. There may not be anything we can do about it, but need to acknowledge it and see if there are common themes that we could impact to help lower the trend.

Goals for Next Year

Continue implementing the SMART Goals
Cameras at Entrances of the city

This evaluation is based upon my observations and knowledge. It represents my best judgment of the employee's performance during the evaluation period.



Austin Bless

Supervisors Signature

Supervisor Name

Title City Manager

Date

10/25/2018

Employee Certification: I certify that this employee evaluation has been reviewed and discussed with me and a completed copy will be placed in my personnel file. I understand that my signature does not necessarily indicate my agreement with the evaluation.



Eric Foerster

Employee Signature

Employee Name

Title Police Chief

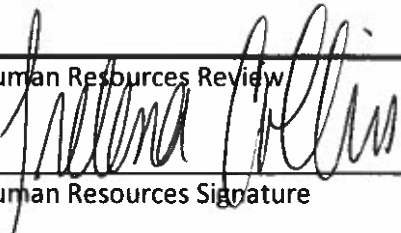
Date

10/25/2018

Employee Comments:

Human Resources Review

City Manager Review



10-25-18

Human Resources Signature

City Manager Signature

Date _____ Date _____

**CITY OF JERSEY VILLAGE
PERFORMANCE EVALUATION SCORE SHEET
MANAGEMENT STAFF**

Employee Name: Eric Foerster
Job Title Police Chief

Date: 10/25/2018
Supervisor: Austin Bless

PERFORMANCE FACTORS

RATING

1.	Leadership	<u>5.00</u>
2.	Initiative/Accountability	<u>5.00</u>
3.	Problem Solving/Judgement	<u>5.00</u>
4.	Adaptability	<u>4.00</u>
5.	Professional Presentation	<u>5.00</u>
6.	Public Relations	<u>5.00</u>
7.	Technical Knowledge	<u>5.00</u>
8.	Productivity	<u>5.00</u>
9.	Interpersonal Skills	<u>4.00</u>
10.	Personal Development	<u>5.00</u>

Total Rating Points 48.00

Overall Rating: (total rating points / no. of performance factors) 4.80

Percentage Adjustment 4%

(please insert the appropriate percentage adjustment corresponding to performance description as shown in the instructions on the next page)

I'm stepping outside fo the normal percentage ranking and providing the Chief a 4% increase. This increase was made effective for the pay period starting 10/1/2018.

