

Action Item

Personnel, Evaluation and Nominations (PEN) Committee

Consideration of a charter for the Personnel, Evaluation and Nominations
(PEN) Committee

The following draft is presented as starting point for consideration of the subject matter and the responsibilities of the Committee.

Draft Charter

The Personnel, Evaluation and Nominations Committee shall be responsible for:

1. Developing and making recommendations to the Commission on the process for the annual review of the Executive Director's performance;
2. Collecting and preparing the information for the annual review of the Executive Director's performance, and presenting the information to the Commission;
3. Soliciting interest among Commissioners to serve as candidates for Commission officers; and
4. Providing a list of candidates to be considered at the annual election of Commission officers.

Responsible Person(s): Keith Yamanaka
Chief Deputy Director