



City of Cambridge

38.

IN CITY COUNCIL

February 4, 1991

COUNCILLOR CYR

ORDERED: That this City Council go on record accepting and establishing the following seven point process as submitted by MMA Consulting Group, Inc. without said group's services in the evaluation of City Council appointees:

1. **An initial meeting.** to fully discuss how the appraisal would be undertaken, the parameters and the groundrules;
2. **Designing the Appraisal Form.** a pulling together of a format encompassing appropriate criteria;
3. **Completing the Form.** each councillor complete rating on each performance criterion and adding explanatory comments where necessary;
4. **Interviews.** follow up on Councillors comments to clarify and add to what's behind the ratings;
5. **Composite of the Appraisals.** compilation of a composite of the individual appraisals showing the distribution of ratings on each criterion and listing the comments made in an anonymous manner;
6. **Meeting with the Appointees.** prior to the appraisal session to discuss the composite, and;
7. **The Appraisal Session.** comprehensive discussion of performance; and be it further

ORDERED: That Her Honor, the Mayor, be and hereby is requested to arrange a meeting for the purpose of holding exploratory discussions with a consultant(s) to determine the length of time for said evaluation process.

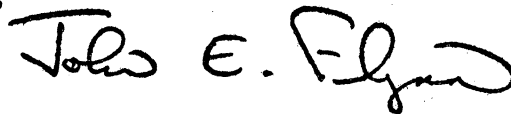
In City Council February 4, 1991.

Adopted by the affirmative vote of six members.

Attest:- John E. Flynn, Deputy City Clerk.

A true copy;

ATTEST:-

A handwritten signature in black ink, appearing to read "John E. Flynn". The signature is written in a cursive, flowing style with a large initial "J" and a long, sweeping underline.

John E. Flynn
Deputy City Clerk

Order # 38 S-202

Councillor Cyr re: Her Honor the Mayor
hold a public hearing for exploratory
discussions with the consulting group of
MMA for the personnel review process.

In City Council,

February 4, 1991

ORDER ADOPTED