

COUNTY ADMINISTRATOR PERFORMANCE EVALUATION  
PINELLAS COUNTY

The purpose of this portion of the evaluation process is to obtain feedback concerning the performance of Barry Burton from the Board of County Commissioners. This constructive feedback will provide Mr. Burton with information and insights useful to him as he performs his duties as County Administrator. The evaluation will also reflect the values the Board Members believe are important for the County Administrator to possess.

Annual Evaluation Date: \_\_\_\_\_ 9/29/2020 \_\_\_\_\_

Commissioner's Name: \_\_ Kathleen Peters \_\_\_\_\_

Please use the following scale in rating each of the measures:

(1 is 'lowest' and 5 is "highest")

1	<b>UNACCEPTABLE</b> – Criteria being evaluated is well below expectations.
2	<b>BELOW EXPECTATIONS</b> - Criteria being evaluated is somewhat below
3	<b>MEETS EXPECTATIONS</b> - Criteria being evaluated is generally is good.
4	<b>ABOVE EXPECTATIONS</b> - Criteria being evaluated exceeds expectations.
5	<b>EXCEPTIONAL</b> - Criteria being evaluated is exceptional.
Unknow	<b>HAS NOT OBSERVED.</b>

**I. Communication Skills**

1. Oral and written communication is clear and articulate; County Administrator has the ability to effectively speak on behalf of the organization.

<b>Unacceptable</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2 X	3	4	5	unknown

Comments:

My concern is Consistency and follow up. Not only in our 1-on-1 meetings Barry committed to funding two elements of the mental health recommendations and then in the end he did not. I was specific on this as I stated that I would submit a decision package for each element and he stated to me it wasn't necessary because he would include both in the budget. In the end he did not do as he stated.

Relating to the Grand Canal, It was directed that the issue was time sensitive and needed to be expedited and that the staff work and the permitting process were to proceed simultaneously. However, months went by and nothing had been started for months. It was during a different commission meeting where there was a query about the work completed when the commission learned it had not been started.

Several times an item was on the agenda that impacted the sheriff's office and/or the public defender's office. Neither offices were informed the items were on the agenda until I informed them.

2. County Administrator outlines issues effectively and provides meaningful alternatives.

<b>Unacceptable</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3 X	4	5	unknown

Comments:

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3. County Administrator is responsive to inquiries from Board Members.

<b>Unacceptable</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3 X	4	5	unknown

Comments:

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4. Open/accessible to the public; treats public, elected officials and staff with respect and willingness to listen and consider their input. Encourages open communication between Commissioners and staff.

	Below Expectations	Meets Expectations	Above Expectations	Exceptional	
1	2 X	3	4	5	unknown

Comments:

Reference question number 1. In addition, I do not support the fact that on two occasions the Chair and County Administrator made an effort to remove the emergency order into their authority to make renewal decisions. This action removes the transparency and the discussion about a pandemic into private offices. I understand public comment consumed a great deal of time. However, Each week provided us an opportunity to educate the public and hear the public concern fo how we have managed this pandemic. I feel this action was and is a disservice to the public and the commissioners.

## II. Interpersonal/Character Skills

1. Is a “self-starter”; demonstrates creativity; willing to initiate projects; visionary.

	Below Expectations	Meets Expectations	Above Expectations	Exceptional	
1	2	3 X	4	5	unknown

Comments:

This category is challenging for me. As I feel, Barry has fallen short in some areas, in others he has excelled. He has done an excellent job and has worked hard to streamline the development process which was in dire need of reform. He also has done a very good job weaving accountability into the day to day job and the budget process. This has the potential to improve customer service and stewardship.

The Covid response was good given our lack of experience in this emergency. There were some miss steps. However, Barry and the community partners always step up and took action to correct the issue. Overall, I would rank the county’s response as very good.

I also believe Barry’s efforts to meet with employees in a “safe zone” where employees felt comfortable sharing moral issues and much more was good for morale and for finding inefficiencies.

2. Sincere and straightforward; projects an image of being trustworthy.

	Below Expectations	Meets Expectations	Above Expectations	Exceptional	

1	2 X	3	4	5	unknown
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Comments:

Reference question number 1

- 3. Demonstrates good judgment; exhibits critical thinking skills.

Unacceptable	Below Expectations	Meets Expectations	Above Expectations	Exceptional	
1	2	3 X	4	5	unknown

Comments:

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**III. Leadership/Management Skills and Abilities**

- 1. Creates an atmosphere for a highly efficient and effective organization; establishes an organizational environment that has high standards for performance, quality, and customer service.

Unacceptable	Below Expectations	Meets Expectations	Above Expectations	Exceptional	
1	2	3 X	4	5	unknown

Comments:

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- 2. Has effectively developed leaders in the organization; cultivates talent for future management positions.

Unacceptable	Below Expectations	Meets Expectations	Above Expectations	Exceptional	
1	2	3 X	4	5	unknown

Comments:

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- Administrator holds staff accountable and ensures that staff assigned to projects are meeting or exceeding expectations regarding quality of work and projected schedules.

	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2 X	3	4	5	unknown

**Comments:**

While I believe Barry does a good job managing most projects. I have had a history of not receiving data requested in a timely manner and sometimes not at all. I feel his decision to pick 211 to manage the cares program, knowing there were concerns about the agencies ability to manage such a program was disappointing.

In my opinion, there has been a consistent problem on the fifth floor. Staff are not expected to do things other county employees have to do. They manage the fifth floor as it were separate and independent of the other county departments. In orientation, it was stated that if you work on the fourth floor, we don't know what you do or how you handle this. The aides on the fifth floor are county employees and should be required to do the same train and other responsibilities as any other employee. I feel the public records requests have been handled poorly by the fifth floor. The fact that aides manager HR paperwork for new employees is inappropriate and should be handled by HR just like every other employee. Having aides manage HR paperwork upon hiring is inappropriate. Last year, an aide gathered the paperwork and shared salary information with other aides. This resulting in unprofessional behavior among the aides and then a demand for significant pay raises without merit. The same I would say regarding county attorney and administrator evaluations This is an Hr Issue and should not be collected by an aide who can read and discuss with other employees. This has been a problem and brought up many times in the past 18 months and yet no action has been taken. The same goes with rule and protocols.

There is a push saying the 5th floor is not Barry's responsibility. That is not correct. Commissioners may hire, supervision and determine work schedule and load just like any other department head, but the employees and basic core functions should be handled the same.

- Makes decisions based on the community's needs, rather than any personal agenda.

	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3 X	4	5	unknown

**Comments:**

With the exception of mental illness. We still operate the criminal justice system as our receiving facility and referral system. The sheriff and Public Defender's office have facilitated and maintain the most comprehensive referral and intense case management in the county for severe mental illness. This is unacceptable in my opinion. The high utilizer program, PICA and the Pic teams all utilize the criminal justice system for referrals. Therefore, you must be arrested or picked up by the police the receive comprehensive mental health services. Yet the county and the commissioners refuse to act and move mental health treatment and referrals into a health care system and out of the criminal justice system.

For two and a half years our overdose deaths have skyrocketed. Until just recently, there has

been no comprehensive plan to reduce the death rate. I am please with actions projected to move forward, however, it was not timely.

- 5. Accurately reflects the Board's fiscal philosophy and demonstrates leadership in establishing and meeting budget goals.

<b>Unacceptable</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3 X	4	5	unknown

Comments:

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- 6. Interacts well/works with the county's Constitutionals.

<b>Unacceptable</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3 X	4	5	unknown

Comments:

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- 7. Interacts well/works with State and Federal officials.

<b>Unacceptable</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3 X	4	5	unknown

Comments:

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8. Interacts well/works with municipalities and local organizations.

<b>Unacceptable</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3 X	4	5	unknown

Comments:

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9. Builds partnerships where appropriate and effectively advocates the County's position without "burning bridges."

<b>Unacceptable</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3 X	4	5	unknown

Comments:

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10. Overall, how would you rate the County Administrator's performance?

<b>Unacceptable</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2 X	3	4	5	unknown

Comments:

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