

CEO PERFORMANCE PLAN

For Cheryl A. Fama

February 2009-January 2010

Approved by Board: 04-23-09

GOALS & MEASURES	ACTIVITIES
<p>Effective oversight of MPHS relationship.</p> <ul style="list-style-type: none"> • Establish new Sutter Oversight Committee. • Complete Phase 1 Property Development Plan • Regular, respectful, timely communications 	<ul style="list-style-type: none"> • PHCD/MPHS Leadership Team Meetings, at least quarterly. • Schedule and ensure quarterly MPHS reports at public Board meetings. • Provide staff support to new Sutter Health Oversight Committee • Facilitate MPHS collaboration on property development/use. • Research, communicate, and stay vigilant in compliance with Master Agreements. • Regular construction/program updates in PHCD newsletter. • Pertinent District activities promoted in MPHS communication media. • Support Annual Women’s Health Luncheon • Partner in RN recruitment with Loan Program management.
<p>Improvements in Health of District residents</p> <ul style="list-style-type: none"> • Published data • Grant recipient reports • Expansion of services 	<ul style="list-style-type: none"> • Participate in city/county health needs assessment activities. • Ensure grant funds are allocated based on documented health priorities. • Hold recipients accountable for data-driven results reporting. • Visit every grant recipient program at least once. • Explore at least two areas of potential unmet need and make recommendations. E.g. Expanded dental services, new programs with “old” partners (OB Project), etc.
<p>Improve access to information and services.</p> <ul style="list-style-type: none"> • Provide Community Education • Invite guest columnist to write for newsletter • Expand Website content • Serve on community committees/task forces 	<ul style="list-style-type: none"> • Incorporate community education as regular Board agenda item. • Include health information as a regular part of newsletter format. • Seek out published articles and recent reports and include content in Board meetings, newsletters and press releases. • Be available to provide educational presentations on health issues, public policy news, as well as, District activities. • Achieve appointment to at least one county-wide activity related to health.
<p>Ensure sufficient resources to achieve Board’s mission & goals.</p> <ul style="list-style-type: none"> • Set, implement and achieve budget per policy • Complete portfolio analysis 	<ul style="list-style-type: none"> • Complete FY 2009 on budget. • Establish FY 2010 budget that exceeds minimum goal set by policy. • Analyze portfolio with consultant help; revisit financial forecasting re: Master Agreement obligations and investment strategy. • Assess needs and market relative to property development plan.
<p>Serve as a visible leader to and for the Board and the District</p> <ul style="list-style-type: none"> • Increase public’s awareness of District, activities, and value. • Be recognized in the community as a health leader 	<ul style="list-style-type: none"> • Assist in recruiting members-at-large for the new Board committees. • Complete Leadership San Mateo Course. • Conduct 2nd Annual Community Partners event in spring 2010. • Continue to cultivate relationships with civic leaders, visit at least 1/month. • Monitor State, local, ACHD, and LAFCO activities and get actively involved as appropriate to carry out the District’s mission and goals. • Seek out and provide service to community organizations as a District representative.
<p>Effective management of operations of District Office</p> <ul style="list-style-type: none"> • Professional, competent staff • Employee benefits in place • Annual review systems in place 	<ul style="list-style-type: none"> • Provide effective staff development opportunities. • Achieve high employee job satisfaction. • Establish employee pension benefit to compliment current package. • Complete annual audit for Board review no later than October. • Continuously monitor operating practices, invoices, vendors and other opportunities for service improvement and expense oversight.

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