



County of Santa Cruz

PERSONNEL DEPARTMENT

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DANIA TORRES WONG, DIRECTOR

April 20, 1999

Agenda: May 4, 1999

Board of Supervisors
County of Santa Cruz
701 Ocean Street
Santa Cruz, California 95060

ANNUAL REPORT ON PERFORMANCE EVALUATIONS

Dear Members of the Board:

Personnel Regulations adopted by your Board require that department heads assure the completion of performance evaluations for all County employees. The County Administrative Officer is responsible for including such elements in department head evaluations. The Personnel Department distributes a report to departments and the County Administrative Officer on a quarterly basis to monitor this requirement.

We are pleased to report that all departments completed all performance evaluations in a timely manner for the 1998 reporting period. This was due to the committed efforts of each department and the Personnel Department staff.

It is RECOMMENDED that your Board accept and file this report.

Very truly yours,

Dania Torres Wong
Personnel Director

RECOMMENDED:

SUSAN A. MAURIELLO
County Administrative Officer

cc: Each department head
Personnel (2)
Each representation unit