

 <p>MORONGO BASIN HEALTHCARE DISTRICT</p>	<p>DEPARTMENT / MANUAL: ADMINISTRATIVE MANUAL</p>
<p>ORIGINAL DATE: JULY 2019</p>	<p>REVIEW & REVISION DATES: 8/22, 01/26</p>
<p>TITLE: ANNUAL PERFORMANCE EVALUATION OF THE CEO</p>	<p>APPROVED BY:</p> <p>ADMIN: _____ Date: _____</p> <p>CEO: <u><i>E. Schwall</i></u> Date: <u>1/8/26</u></p> <p>GOVERNING BOARD: <u><i>Hina. J.</i></u> Date: <u>1/8/2026</u></p>

PURPOSE

To provide a framework, in collaboration with two representatives of the Morongo Basin Community Health Center Governing Board (CHC), for the annual performance evaluation of the Chief Executive Officer (CEO).

POLICY

An ad hoc committee comprised of the District’s elected Board of Directors and two CHC representatives will evaluate the performance of the CEO annually.

The committee will use the Performance Evaluation Tool, approved by the Board of Directors at the December 2025 board meeting, to evaluate the performance of the CEO.

The ad hoc committee may recommend an increase in salary and/or an incentive bonus for the current evaluation period.

At least every three years, the Board of Directors will review and evaluate industry standards for CEO compensation for comparable sized organizations to the District.

PROCEDURE

1. The Human Resources department will email the CEO Performance Evaluation Tool to board members of the Board of Directors and CHC Governing Board.
 - a. Board members will use the tool to evaluate the CEO’s performance and return it to the HR Manager. Their scores and comments will remain confidential and anonymous.
 - b. The HR manager will tabulate the returned tools for a total evaluation score and email the tool summary to the ad hoc committee members.
2. The two CHC representatives will meet in closed session with the CHC Governing Board to review the performance summary and discuss any issues they may want presented for consideration to the ad hoc committee.
3. The ad hoc committee will meet in closed session to discuss the CEO performance summary, goals and compensation.
 - a. The HR Manager will provide to the committee for discussion the current salary, list of goals for the evaluation period, and time remaining on the employment contract.
 - b. After the committee comes to agreement regarding performance, goals and compensation, the

CEO will join the closed session to receive the performance evaluation and set goals for the next evaluation period.

4. The ad hoc committee will adjourn to open session and the District's President of the Board of Directors will report the outcome of the closed session, including if there was a change in compensation to the CEO.
5. The ad hoc committee will follow the District's personnel guidelines for unsatisfactory performance by the CEO.
6. Every member of the ad hoc committee, the CEO and anyone who participates in the evaluation process shall maintain strict confidentiality of the evaluation process and the materials developed during the evaluation process.