

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE MINUTES  
THURSDAY, MARCH 20, 2008  
BOARD ROOM**

**CALL TO ORDER:**

Chairperson Watkins called the meeting of the Executive Personnel and Compensation Committee to order at 10:07 a.m., Thursday, March 20, 2008, in the Board Room of the San Diego International Airport, Commuter Terminal, 3225 N. Harbor Drive, San Diego, CA 92101.

**PLEDGE OF ALLEGIANCE:** Matt Harris, Manager, Government and Authority Relations, led the pledge of allegiance.

**ROLL CALL:**

PRESENT:           Committee Members:   Finnila, Miller, Watkins  
                          Board Members:        Young

ABSENT:           Committee Members:   None

ALSO PRESENT:   Thella F. Bowens, President/CEO; Breton Lobner, General Counsel; Tony R. Russell, Director, Corporate Services/ Authority Clerk; Linda Gehlken, Assistant Authority Clerk I

**PUBLIC COMMENT:** None

**NEW BUSINESS:**

**1.    APPROVAL OF MINUTES:**

RECOMMENDATION: Approve the minutes of the January 9, 2008 Executive Personnel Committee meeting.

**ACTION: Moved by Board Member Finnila and seconded by Board Member Miller to approve the minutes of the January 9, 2008 Executive Personnel Committee meeting. Motion carried unanimously.**

**2. DISCUSSION REGARDING THE DEVELOPMENT OF A STRATEGY TO ALIGN EXECUTIVE PERFORMANCE APPRAISAL WITH THE FISCAL YEAR:**

Chairperson Watkins stated that an evaluation process needs to be developed for executive employees that work directly for the Board. He stated that staff had identified a consulting firm that could assist the Committee with the following required tasks: 1) development of an evaluation process; 2) linking the evaluation process to the Authority's goals and objectives; and 3) development of a measurable objective/matrix to support the overall process.

Board Member Finnila suggested that executive employees should be assessed for the effort put forth and the work process involved, instead of the outcome because things can occur beyond one's control that can affect the end results. She stated that the process should be as fair as possible.

Chairperson Watkins suggested implementing a system that supports timely updates of the goals and objectives. He stated that this will aid the review process by allowing for adjustments to be made during the evaluation period.

Board Member Finnila emphasized the importance of keeping evaluations objective, and not subjective.

Board Member Miller concurred that many times outcomes are driven by elements beyond the control of the individual heading a project. He stated that executive employees should be assessed on the effort put forth towards the overall process, not the outcome.

Chairperson Watkins stated that a possible strategy is connecting the President/CEO, Chief Auditor, and General Counsel to the objectives and goals set forth by the organization. He stated that the impact made by these individuals on those objectives and goals could then be measured.

Board Member Finnila stated that the evaluation process should include how the leadership skills of these three executives are reflected on their respective staff.

Board Member Miller stated that the morale of staff is affected by the leadership in an organization. He suggested that this element should be kept in the forefront when evaluating performance because it is an important factor.

Thella F. Bowens, President/CEO, stated that it is her responsibility to ensure that staff is doing their job. She stressed the importance of having clear communication throughout all levels of the organization, and as President/CEO, to ensure this communication is not only ongoing, but effective and productive. She stated further that she expects to be held accountable and to be evaluated for her performance in this area.

In response to Board Member Young regarding whether there are parameters relating to requesting staff time by Board Members, Breton Lobner, General Counsel, stated that there is an Authority policy to address this issue.

**ACTION: No Action Taken**

**3. DISCUSSION REGARDING THE DEVELOPMENT AND SCHEDULING OF A TRAINING SESSION TO DEVELOP EXECUTIVE EMPLOYEE GOALS AND OBJECTIVES**

Chairperson Watkins stated that a consulting firm recommended by staff will facilitate the process required to develop executive employee goals and objectives.

**ACTION: Moved by Board Member Finnila and seconded by Board Member Miller to retain a facilitator for the purpose of assisting the Committee through training sessions that will support analysis and establishment of a process for the development of executive employee goals and objectives. Motion carried unanimously.**

**PUBLIC HEARINGS:** None

**CLOSED SESSION:** The Committee recessed into Closed Session at 10:30 A.M. to discuss Item 4.

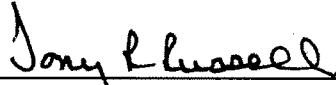
**4. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(Government Code 54957):**  
Title: President/CEO, Chief Auditor, General Counsel

**REPORT ON CLOSED SESSION:** The Committee reconvened into Open Session at 11:32 A.M. There was no reportable action.

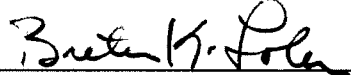
**ADJOURNMENT:**

The meeting was adjourned at 11:35 A.M. The next regular meeting will be held on Thursday, June 19, 2008 at 10:00 a.m., in the Board Room at the San Diego International Airport, Commuter Terminal, 3225 N. Harbor Drive, San Diego, CA 92101.

APPROVED BY A MOTION OF THE EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY THIS 19TH DAY OF JUNE, 2008.

  
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TONY R. RUSSELL  
DIRECTOR, CORPORATE SERVICES/  
AUTHORITY CLERK

APPROVED AS TO FORM:

  
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BRETON K. LOBNER  
GENERAL COUNSEL