Representative Koutnik stated that the work with the consulting firm regarding the goal setting workshop is ongoing. The next step will be to meet with them and explain exactly what the County is looking for in terms of service.

The committee discussed the process of conducting next year’s evaluations including:

- Review the current evaluation form
- Establish the schedule for 2019
- Creating an evaluation form that can be filled in electronically similar to surveys created through Survey Monkey
- Need to create a scale to determine the 1.5% merit based component of the raise
- Making sure committee chairs understand what is expected from them in completing the evaluations
- How to incorporate the committee strategic plans into the evaluation process

There being no further business to discuss, the committee adjourned until Wednesday, September 5th at 1:00 p.m. at the County Office Building.