



AGENDA COVER MEMO

Memorandum Date: September 23, 2025

Order Date: September 30, 2025

TO: Board of County Commissioners

DEPARTMENT: Human Resources

PRESENTED BY: Alana Holmes, Chief Human Resources Officer

AGENDA ITEM TITLE: In the Matter of Documenting the County Counsel's 2025 First Evaluation Period, Rating, and Goals for the Upcoming Year.

I. MOTION

Move approval of order 25-09-30-XX In the Matter of Documenting County Counsel's 2025 First Evaluation Period, Rating, and Goals for the Upcoming Year.

II. AGENDA ITEM SUMMARY

The purpose of this item is to document County Counsel Rob Bovett's performance evaluation rating for his first evaluation period of 2025. It also documents his goals for the upcoming year as determined by the employee and the board.

The Board is being asked to adopt this Order.

III. BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

On March 17, 2020, the Board passed Board Order 20-03-17-05 (In the Matter of Adopting an Annual Performance Review Process for Employees Who Report Directly to the Board of County Commissioners) which outlines the performance review process for Board Employees going forward.

On January 14, 2025, the Board Passed Board Order 25-01-14-04 In the Matter of Approving a Salary Range for the County Counsel Classification and Appointing a County Counsel.

The employment agreement with Rob Bovett was signed on January 14, 2025, and was effective on February 18, 2025.

On July 8, 2025, the Board met in executive session with County Counsel Bovett to discuss goals for his first evaluation period.

On July 22, 2025, the Board passed Board Order 25-07-22-02 In the Matter of Documenting the Goals of the County Counsel for the 2025 First Performance Evaluation Period.

On September 9, 2025, the Board met in Executive Session to discuss the County Counsel's performance and summarized their feedback in a public session that followed. The Board deemed Mr. Bovett's first evaluation as "Exceeds Expectations".

Evaluation Materials

The following items were provided to the Board to aid in their discussion of the employee's performance in Executive Session on September 9, 2025.

- Employee's 360 Degree Feedback Executive Summary
- Employee's self-assessment covering Lane County's Core Behaviors, Leadership Competencies and the employee's perspective on their goals and achievements in the past year.
- County Counsel Bovett's Employment Agreement.

360 Degree Feedback Survey

Feedback was sought regarding the employee's performance over the past six months from a cross-section of stakeholders.

Evaluations were sent to 24 reviewers with 15 returned: a 62.5% Response Rate.

• Community Partner	0 Responses	0% of total responses
• Customer	2 Responses	13% of total responses
• Peer/Colleague within Lane County	6 Responses	40% of total responses
• Direct Report	6 Responses	40% of total responses
• Other	1 Response	7% of total responses
• Blank - Did not answer question	0 Responses	0% of total responses

Individuals provided feedback on Lane County's Core Behaviors and Leadership Competencies.

County Core Behaviors

Passion to Serve
Driven to Connect
Focused on Solutions

Leadership Competencies

People Leadership
Business Leadership
Thought Leadership
Communication Effectiveness

Themes in the area of Passion to Serve.

Dedication and Commitment

- Strong work ethic, high-quality legal work, and deep care for Lane County.
- Quickly engaged with complex issues and delivered results.

Professionalism and Service

- Provides high-level support to Board, Administrator, and community.
- Demonstrates respect and a strong drive to serve.

Energy and Engagement

- Brings rigor and enthusiasm, often going above and beyond expectations.

Opportunities for Growth

- Strengthen collaboration and respect with internal teams.
- Seek more feedback and ensure consistent inclusion of staff voices.

Themes in the area of Driven to Connect.

Board and Community Engagement

- Builds strong Board relationships and engages directly with citizens.
- Fosters trust through hands-on involvement in complex issues.

Responsiveness and Partnership

- Quickly provides thoughtful, well-researched support.
- Serves as a reliable thought partner in navigating federal policy changes.

Opportunities for Growth

- Involve internal teams earlier and invite more voices into discussions.
- Ensure staff contributions are recognized and valued.

Themes in the area of Focused on Solutions.

Strategic Problem-Solving

- Blends pragmatism and creativity to deliver effective solutions.
- Balances risk management with practical outcomes.

Knowledge and Expertise

- Applies deep legal knowledge to improve processes and decisions.
- Provides timely, accurate advice on complex issues.

Opportunities for Growth

- Demonstrate positive accountability and avoid blame-shifting.
- Strengthen collaboration with staff to present unified approaches.

Themes in the area of People Leadership.

Support and Development

- Provides recognition and support when asked, encouraging staff strengths.
- Defers appropriately to team expertise when needed.

Engagement and Communication

- Needs stronger connection with the full team and proactive feedback.
- Could improve communication and collaboration across overlapping work.

Opportunities for Growth

- Avoid taking over staff work; empower and include team members more.
- Focus on building trust and fostering cohesion within County Counsel.

Themes in the area of Business Leadership.

Expertise and Knowledge

- Brings encyclopedic knowledge of statute, law, and county operations.
- Depth of experience and statewide connections benefit Lane County.

Results and Performance

- Delivers outstanding legal results with strong business acumen.
- Elevates Lane County's legal capacity beyond recent years.

Opportunities for Growth

- Improve management of staff and relationships with directors.
- Balance technical expertise with a supportive leadership style.

Themes in the area of Thought Leadership.

Forward-Thinking

- Proactive in identifying issues and considering long-term impact.
- Balances legal, political, and community dynamics in decision-making.

Innovation and Vision

- Offers creative solutions that align with public benefit.
- Serves as a valued thought partner during uncertain times.

Themes in the area of Communication Effectiveness.

Strengths

- Breaks down complex issues into clear, practical guidance.
- Strong presentations and communication with the Board.

Opportunities for Growth

- Increase inclusivity by soliciting input and respecting diverse voices.
- Strengthen consistency in communication with staff and peers.

Themes in the area of Strengths

Expertise and Knowledge

- Brings unmatched legal expertise and legislative understanding.
- Leverages career experience and statewide relationships for Lane County.

Leadership and Collaboration

- Leads through collaboration, teamwork, and constructive feedback.
- Effectively manages Board relationships and complex issues.

Value to Lane County

- Highly respected hire making immediate impact.
- Organized, dedicated, and skilled at managing priorities.

Themes in the area of Opportunities for Improvement

- Increase engagement with staff to strengthen collaboration and support.
- Improve active listening and respect in group communications.
- Empower staff to manage projects independently and grow.

Additional Comments

- Rob is viewed as the best County Counsel many have seen, well-suited to represent Lane County.
- He quickly engaged with high-profile projects and supported strong outcomes.
- Staff hope he continues building stronger relationships within the Office of County Counsel.
- His talented team is eager for stability, support, and an environment that values their contributions.
- Excitement around his selection highlights the opportunity for him to foster long-term success.

Board Discussion of Performance

The Board of Commissioners discussed the County Counsel's performance and in summary:

- The Board shared appreciation and congratulations for County Counsel Bovett's strong focus on solutions. Identifies things that need correction, adjustment or a kick-start.
- The Board appreciates the depth of knowledge and experience, as well as the

invaluable ability to navigate tensions, that County Counsel Bovett demonstrates in handling both workload and relationships with admiration and respect.

- The Board appreciates giving the Board the attention that is needed.

The County Counsel and the Board have agreed to the following goals for the 2025-2026 performance period:

1. Continue to work on building solid and effective relationships with: *
 - a. Each of the five members of the Lane County Board of Commissioners;
 - b. Each member of the Lane County executive team as an available resource and thought partner; and
 - c. Each member of the County Counsel's Office with a focus on team cohesion.
2. Continue to work with Lane County administrative staff on updating and improving processes related to the Lane County Board of Commissioners.
3. Continue developing good working relationships with key partners in the Lane County community, including key individuals, community leaders, other government entities, and service providers.
4. Continue to pursue professional development opportunities.

** As can be expected, there have been what I consider to be normal strains on relationship building due to my being new to Lane County government, but I should also acknowledge that there have been additional strains on relationship building due to extraordinary challenges that have arisen, such as CleanLane, navigating difficult but necessary changes to DEI policies to comply with current law, responding to significant policy shifts at federal and state levels, etc. (Rob Bovett, self-evaluation)*

B. Policy Issues

On March 17, 2020, the Board passed Order 20-03-17-05 (*In the Matter of Adopting an Annual Performance Review Process for Employees Who Report Directly to the Board of County Commissioners*) which outlines the performance review process for Board Employees.

Per the Order, the performance review must be conducted no later than September 30 of each year in accordance with the Board Order and employment agreement.

C. Board Goals

The annual performance evaluation process and feedback relates to the Lane County Strategic Plan “Strategic Priority 4, Our People and Organizational Health: Support our employees, systems, and organizational health so that County residents can experience a more effective government.”

D. Financial and/or Resource Considerations

As per Mr. Bovett’s employment agreement, County Counsel’s compensation will be reviewed by the Lane County Human Resources Department for market competitiveness with the following five comparator organizations: Washington County, Deschutes County, Jackson County, Clackamas County and Marion County. This review will occur on the same 3-year cycle as the market review process for all County non-represented employees, with the next review occurring in 2027.

As Mr. Bovett is at the top step in his pay range, there are no financial considerations at this time, however, he will receive a 2.8% COLA in January 2026 along with all other non-represented employees.

E. Health Implications

None

F. Analysis

Based on the feedback shared and discussed during the September 9, 2025, Board of County Commissioners Meeting, the County Counsel’s first performance rating for 2025 is deemed “Exceeds.”

G. Alternatives/Options

Option 1: Accept the review as being rated “Exceeds” for the County Counsel’s 2025 first evaluation period.

Option 2: The Board can choose to not accept the performance review rating for the County Counsel and substitute a different rating.

IV. RECOMMENDATION

Option 1: Rating of Exceeds for the County Counsel's 2025 first evaluation period.

V. TIMING/IMPLEMENTATION

The County Counsel's contract renewal will be administered in alignment with the automatic renewal date of February 18, 2026.

VI. ATTACHMENTS

A. Board Order 25-09-30-XX

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER AND RESOLUTION
NO: 25-09-30-XX

In the Matter of Documenting the
County Counsel's 2025 First
Evaluation Period, Rating, and Goals
for the Upcoming Year.

WHEREAS, On March 17, 2020, the Board passed Board Order 20-03-17-05 (*In the Matter of Adopting an Annual Performance Review Process for Employees Who Report Directly to the Board of County Commissioners*) which outlines the performance review process for Board Employees going forward; and

WHEREAS, the Board of Commissioners entered into an employment agreement with Rob Bovett for the position of County Counsel effective February 18, 2025; and

WHEREAS, the Board of Commissioners on July 8, 2025, met in executive session with County Counsel Bovett to discuss goals for his first evaluation period; and

WHEREAS, the Board of Commissioners on July 22, 2025, passed Board Order 25-07-22-02 In the Matter of Documenting the Goals of the County Counsel for the 2025 First Performance Evaluation Period; and

WHEREAS, the Board of Commissioners conducted Mr. Bovett's 2025 first evaluation on September 9, 2025, and that evaluation was deemed Exceeds Expectations; and

WHEREAS, it is proposed that performance reviews and goal setting continue to be accomplished on an annual basis.

NOW, THEREFORE, the Board of County Commissioners of Lane County **ORDERS and RESOLVES** as follows:

1. That Rob Bovett continues his employment with Lane County in the position of County Counsel.
2. That the record reflects the annual performance evaluation for Mr. Bovett was completed and is rated as Exceeds Expectations.
3. That the record reflect Mr. Bovett's goals for the coming year are:
 1. Continue to work on building solid and effective relationships with:
 - a. Each of the five members of the Lane County Board of Commissioners;
 - b. Each member of the Lane County executive team as an available resource and thought partner; and
 - c. Each member of the County Counsel's Office with a focus on team cohesion.
 2. Continue to work with Lane County administrative staff on updating and improving processes related to the Lane County Board of Commissioners.

3. Continue developing good working relationships with key partners in the Lane County community, including key individuals, community leaders, other government entities, and service providers.
4. Continue to pursue professional development opportunities.

ADOPTED this 30th day of September 2025.

David Loveall, Chair
Lane County Board of Commissioners