

POLICIES AND PROCEDURE MANUAL

Chapter:	General Management		
Title:	Monitoring Chief Executive Officer Performance		
Policy: ☒ Procedure: ☐ Page: 1 of 2	Review Cycle: Biennial Author: Chief Executive Officer	Adopted Date: 07.02.2014 Review Date: 09.13.2022	Related Policies: General Management Board Governance Executive Limitations

Purpose

Monitoring executive performance is synonymous with monitoring organizational performance against Board policies, strategic priorities and executive limitations. This policy sets forth the expectation for annual Board evaluation of the Chief Executive Officer (CEO) of the organization.

Policy

The Mid-State Health Network (MSHN) Board shall monitor CEO performance annually and throughout the year that includes review and consideration of but not limited to:

- A. INTERNAL REPORTS: Disclosure of compliance and performance information to the Board from the CEO including:
 - Financial reports,
 - Strategic planning reports,
 - Compliance reports,
 - Annual review of the Quality Assurance and Performance Improvement Program,
 - CEO routine updates and communications,
 - Other organizational performance metrics and reports as required by the Board
- B. EXTERNAL REPORTS: Disclosure of compliance and performance information by external auditors, reviewers or other persons or entities external to the institution including:
 - Fiscal audit reports,
 - Results of Michigan Department of Health and Human Services site reviews,
 - Results of third party external quality review,
 - Reports from independent legal counsel as required by the Board.

A formal annual evaluation of CEO performance shall include review and consideration of but not limited to:

- A. ANNUAL CEO PERFORMANCE REVIEW
 - 360 Degree feedback survey to include responses from Direct Reports, Peers, and Stakeholders that includes the following areas:
 - Communication
 - Commitment to Community Partners
 - Interpersonal Skills
 - Strategy Execution and Results
 - Leadership and Talent Management
 - Board Survey to include the following areas:
 - Board Relations
 - Leadership and Planning
 - Strategic Relations
 - Fiscal Accountability
 - Personnel and Contract Management
 - Judgement and Professionalism

The results of the annual evaluation of CEO performance will be shared with the Board of Directors during the Board meeting following conclusion and aggregation of the survey.

Applies to:

- ☐ All Mid-State Health Network Staff
- ☒ Mid-State Health Network Board
- ☒ Selected MSHN Staff, as follows: MSHN CEO
- ☐ MSHN CMHSP Participants: ☐ Policy Only ☐ Policy and Procedure
- ☐ Other: Sub-contract Providers

Definitions:

MSHN: Mid-State Health Network

MSHN CEO: Mid-State Health Network Chief Executive Officer

Other Related Materials:

CEO Annual Performance Review Tool

References/Legal Authority:

N/A

Change Log:

Date of Change	Description of Change	Responsible Party
04.11.2014	New policy	Chief Executive Officer, Board Executive Committee
05.05.2015	Annual Review No Changes	Board of Directors
05.03.2016	Annual Review	Board of Directors
03.2017	Annual Review	Board of Directors
09.2018	Annual Review	Chief Executive Officer & Board of Directors
01.2019	Annual Review	Chief Executive Officer
07.2020	Biannual Review	Chief Executive Officer
07.2022	Biennial Review	Chief Executive Officer