

October 8, 2020

MINUTES

Attest: Claire Tauriainen

**California Housing Finance Agency (CalHFA)
Board of Directors
Executive Evaluation Committee Meeting
November 21, 2019
Meeting noticed on November 8, 2019**

1. ROLL CALL

The Executive Evaluation Committee (EEC) meeting was called to order at 9:04 a.m. by Chair Gunning. A quorum of members was present.

MEMBERS PRESENT: von Koch-Liebert (for Podesta), Gunning

MEMBERS ABSENT: Hunter

STAFF PRESENT: Don Cavier, Claire Tauriainen, Melissa Flores, Jennifer LeBoeuf

2. APPROVAL OF THE NOVEMBER 12, 2019 EXECUTIVE EVALUATION COMMITTEE MEETING MINUTES

The minutes were approved by unanimous consent of members present.

3. CHAIRMAN COMMENTS

Chair Gunning had no comments.

4. MANAGEMENT SUCCESSION UPDATE

CalHFA's Director of Administration Jennifer LeBoeuf provided the Committee with a report on the Agency's progress in filling key upper management positions. The Agency's contract with Heidrick & Struggles, an executive search firm, resulted the hiring of: Director of Multifamily Programs, Credit Officer, and Deputy Director of Multifamily Programs. Other key positions being recruited include: Director of Financing, Risk Manager, Director of Enterprise Risk Management, and Director of Business and Governmental Affairs. She also highlighted the efforts to promote existing staff to mid-management level positions. Von Koch-Liebert asked how the Agency was preparing employees for promotions and what the onboarding process for new hires consists of.

LeBoeuf replied the Agency has implemented a goal setting program for all staff that requires one-on-one quarterly meetings to discuss each staff member's progress with a manager and that new hires are assigned a buddy to help them acclimate to the workplace culture.

5. PUBLIC COMMENT

None

6. ADJOURNMENT

As there was no further business to be conducted, Chair Gunning adjourned the meeting at 9:12 a.m.