

Co-Applicant Board Annual Project Director Evaluation Summary

On November 15th 2019 the Co-Applicant Board (CAB) completed its annual evaluation of the Project Director Sharon Hutchins, Ph.D., MPH. A total of seven CAB members completed and submitted an evaluation. All CAB members were offered the opportunity to complete an evaluation via email and submit to Sr. Office Assistant to be forwarded to Tracie Hall-Burks, LCSW for confidentiality and summary reporting.

The evaluation consisted of 10 assessment areas and then an overall rating. The Project Director was assessed in the areas of knowledge of grant, effective and timely communication, ability to communicate board concerns to appropriate county administrators, education about characteristics of homeless population, dependability, initiative and motivation, positive attitude and approach, advocates fairly for adequate service, provides timely communication regarding county changes and effects of target population and demonstrates community awareness.

Measure	Average
Knowledge of grant	3.14
Effective and timely communication	3.43
Ability to communicate board concerns	3
Education of homeless population	3
Dependability	3.86
Initiative and motivation	3.86
Positive attitude and approach	3.86
Advocates fairly for adequate service	3.29
Provides timely communication	3.29
Demonstrates community awareness	3.29
Overall Rating	3.86
Average total	3.40

** Average is specific to individual scores in each measure area to include overall rating score.

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Detail comments noted in the evaluations included not seeing Dr. Hutchins work beyond CAB at this point due to recent appointment. The CAB members noted that Dr. Hutchins seems promising, has a great spirit, communicates issues well and seem personable. Lastly, a CAB member noted that they are looking forward to working with Dr. Hutchins.