



## Administrative/Executive Level Evaluation

<b>NAME</b> Benjamin R. Siegel	<b>EMPLOYEE ID #</b> 7132	<b>POSITION #</b> 0026
<b>DEPARTMENT/DIVISION</b> Administration	<b>POSITION TITLE</b> Executive Director	
<b>RATING PERIOD</b>  FROM: 01/2023      TO: 12/2023	<b>TYPE OF REVIEW</b>  Annual	
<b>OVERALL RATING:</b> <i>Exceeds</i>		

Ratings of performance are a definition of how well an employee is performing the requirements of the job. Each requirement should be rated individually as it relates to the specific job task. Use these definitions as guidelines:

<b>Exceeds</b>	Performance consistently exceeds job requirements; demonstrates high levels of productivity, efficiency, and effectiveness that consistently and clearly exceed expectations; Basic objectives are surpassed
<b>Meets to Exceeds</b>	Performance consistently meets and usually exceeds job requirements; demonstrates productivity, effectiveness and competency; Basic objectives are at times surpassed
<b>Meets</b>	Performance consistently meets job requirements; demonstrates productivity, effectiveness and competency; Basic objectives are met
<b>Needs Improvement</b>	Performance typically meets job requirements; demonstrates productivity, effectiveness and competency; Basic objectives are at times not met

**Note: Performance increases are not automatic**

### Definition of Skill Groups

- A. **ADMINISTRATIVE** – Carry out directives of the Board of Port Commissioners, establish plans, develop systems and processes, manage execution, work efficiency, structure and staff.
- B. **COMMUNICATION** – Provide the Board of Port Commissioners with required information, verbal and written communication, foster open communication, listen to others, deliver presentations.
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- H. **SELF-MANAGEMENT** – Act with integrity, accountability and responsibility, demonstrate adaptability, self-development
- I. **THINKING** – Strategic thinking, analysis of issues and projected change, use sound judgment, innovate

### EVALUATION CRITERIA

Attach copies of all relevant supporting documentation

	<u>Needs Improvement</u>	<u>Meets</u>	<u>Meets to Exceeds</u>	<u>Exceeds</u>	<u>N/A</u>
Administrative Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Communication Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Interpersonal Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Leadership Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Organizational Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Strategic Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Self-Management Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Thinking Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Overall Rating</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

#### EVALUATOR COMMENTS

#### EMPLOYEE COMMENTS

Thank you for all the support and leadership  
over the years. I'm forever grateful to you and  
all the employees of LCRA.

#### SIGNATURES

☒ I have read, understand, and discussed this evaluation with my evaluator.


Employee Signature



Date

1/9/24

Evaluator Signature



Date

1/9/2024

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Overall Rating	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

#### EVALUATOR COMMENTS

WE WILL MISS YOU!

#### EMPLOYEE COMMENTS

Thank you for your support and leadership over the years. I'm forever grateful to you and all the employees of LCRA.

#### SIGNATURES

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Employee Signature



Date

1/9/24

Evaluator Signature



Date

1/9/24

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#### EVALUATOR COMMENTS

Ben provides great leadership as Director of RSW.  
He continues to provide future strategic future  
for RSW!

#### EMPLOYEE COMMENTS

Thank you for your support and leadership over the years.  
I'm forever grateful to you and all the employees  
of LCPH.

#### SIGNATURES

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Employee Signature



Date

1-9-24

Evaluator Signature



Date

1-2-2024

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#### EVALUATOR COMMENTS

#### EMPLOYEE COMMENTS

#### SIGNATURES

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Employee Signature

Kevin Buzon



Date

01/18/24

Evaluator Signature



Date

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<b>Overall Rating</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

#### EVALUATOR COMMENTS

BOB CONTINUES TO LEAD THE PORT AUTHORITY VERY WELL THROUGH A TIME OF BOTH GREAT OPPORTUNITY AS WELL AS CHALLENGE. HIS LEADERSHIP OF BOTH PEOPLE AND PROCESS WHILE MANAGING GROWTH, WHILE STABILIZING DAILY OPERATIONS IS KEY TO OUR SUCCESS AT RSW AND FMJ. VERY PROUD OF THE PROFESSIONAL AND PERSONAL ASSOCIATION WITH BOB. THANK YOU!

#### EMPLOYEE COMMENTS

Thank you for your support and leadership over the years. I'm forever grateful to you and all the employees of LCRA.

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