

**DeKalb County
Performance Management Appraisal
Managers / Supervisors**

Form 2
HR-F002
Feb. 2002

Name: Terrell D. Bolton	Department: DeKalb County Police Department
Employee Identification Number:	Supervisor: Richard Stogner, Executive Assistant
Job Title: DIRECTOR of POLICE SERVICES	Appraisal Period: 01/07 - 06/07
Employment Date: January 1, 2007	Date Appraisal Prepared: August 1, 2007

Performance Plan (Measurements)
 Appraisal Type
 Annual
 Interim
 Probationary
 Other (Specify)

Objectives

Comments

R A T I N G S

5	4	3	2	1
Far Exceeds Standards	Exceeds Standards	Consistently Meets Standards	Marginal Standards	Below Standards

CUSTOMER SERVICE

(Customers: staff, citizens and other public agencies)

- a) Attends at least six community or business meeting per year
- b) Performs duties with no sustained customer complaints on courtesy
- c) Handles complaints received from the public and staff without any sustained complaints for failure to act according to directives

Weight Factor 200

- 5) Far Exceeds expectations met without a sustained disciplinary action
- 4) Exceeds expectations met with one documented supervisor complaint
- 3) Meets expectations met with one sustained disciplinary action
- 2) Marginal a disciplinary action that result in a suspension
- 1) Below disciplinary action(s) that results in two or more suspensions

Chief Bolton has attended more than fifty (50) community and business meetings to address public concerns, answer questions and promote Interactive Community Policing. Chief Bolton has attended the CEO's "Show on the Road" events that fosters community involvement and support.

In addition, Chief Bolton has extended himself to the public through a series of "Meet the Chief" at various locations throughout the county.

Through exceptional public relations and a strong customer service persona, Chief Bolton has made a favorable impression within the police department as well as with in the community. This is reflected by heighten morale in the police department, verbal comments, letters and e-mails from the public.

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TRAINING

- a) Completes a minimum of 20 hours of in-service training as required by P.O.S.T. and passed required annual firearms requalification
- b) Completes two supervisory enrichment courses (i.e. Supervisory Relations and Performance Mgmt. Plan Workshop, Writing Job Standards and Mgmt. by Objective, computers, etc.) or attends a conference or seminar

Weight Factor 200

- 5) Far Exceeds expectations met without a sustained disciplinary action
- 4) Exceeds expectations met with one documented supervisor complaint
- 3) Meets expectations met with one sustained disciplinary action
- 2) Marginal a disciplinary action that result in a suspension
- 1) Below disciplinary action(s) that results in two or more suspensions

Chief Bolton far exceeds the normal training of a police Chief with his years of experience. Since being appointed as police chief, Chief Bolton has completed two hundred (200) additional training hours (March 21, 2007 to May 8, 2007), to become certified in Georgia. This training consisted of but not limited to emergency vehicle operation, first aid, firearms training and Georgia law.

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