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MEMORANDUM

To: Members, Evaluation Subcommittee
California Institute for Regenerative Medicine

From: James C. Harrison

Date: September 28, 2012

Re: Evaluation Subcommittee Meeting (Our File No.: 2297-0)

At the direction of Francisco Prieto, the Chair of the Evaluation Subcommittee, we have asked Chairman Thomas, Vice Chairs Torres and Roth, and President Trounson to submit their proposed goals for 2012-13 to the Evaluation Subcommittee for its consideration. Pursuant to the process adopted by the Board in 2009, Messrs. Thomas, Torres, Roth and Trounson will meet with the Evaluation Subcommittee in closed session to discuss their proposed goals and to obtain feedback from members of the Subcommittee regarding their performance objectives. The Evaluation Subcommittee will also have the opportunity to discuss Dr. Trounson's performance against the goals he articulated for 2010-11 and the performance objectives established by the Board. Due to time constraints, the Evaluation Subcommittee will hold more than one meeting to accomplish this task.

The Evaluation Subcommittee will report to the Board regarding its review of Dr. Trounson's performance and Messrs. Thomas, Torres, Roth and Trounson's goals for 2012-13, including any performance objectives identified by the Evaluation Subcommittee. The Board will consider the report, meet with the incumbents, and communicate the result of its consideration to the incumbents pursuant to the process adopted by the Board in 2009. In 2013, the Evaluation Subcommittee and the Board will review the incumbents' performance against their goals and performance objectives. This process is described in greater detail in the attachment to this memorandum.

Performance Evaluation Procedure for FY 2012-2013

Background

In 2010, the Governing Board adopted an evaluation process for the Chair and the President. Pursuant to this process the Subcommittee and the Board conducted in-depth performance evaluations of the Chair and the President. The process involved the distribution of performance evaluation questionnaires to more than 70 respondents, both internal and external to CIRM, as well as interviews with more than a dozen CIRM staff members and numerous meetings of the Evaluation Subcommittee and the Board. The evaluation, which included multiple meetings with the Chair and the President, was not completed until the Fall of 2011.

The Evaluation Subcommittee modeled this process based upon a process utilized at UCLA School of Medicine to conduct in-depth performance evaluations of its leadership once every three to five years. Like UCLA, the Evaluation Subcommittee does not intend to employ this process on an annual basis, but will instead use it on a periodic basis to conduct in-depth performance evaluations of the incumbents.

Process for 2012-2013

Pursuant to the evaluation process adopted by the Board in 2009, the Evaluation Subcommittee will meet in closed session with the President to discuss his performance against the goals he articulated for 2010-2011 and to discuss the President's goals and performance objectives for 2012-2013. The Evaluation Subcommittee will meet separately in closed session with the Chair and Vice Chairs to discuss their goals and performance objectives for 2012-2013. The Evaluation Subcommittee will report to the Board regarding its review of the President's performance for 2010-2011 and his goals and performance objectives for 2012-2013 and regarding its review of the Chair and Vice Chairs' goals and performance objectives for 2012-2013. The Board will have an opportunity to meet with the President in closed session to discuss his performance and his goals. The Board will also have the opportunity to meet separately with the Chair and the Vice Chairs to discuss their goals. The Board will communicate the results of this review to the President, the Chair, and the Vice Chairs, including any performance objectives for 2012-13. Due to the time requirements, these discussions may occur at different Board meetings.

In 2013, the Evaluation Subcommittee will request input regarding the incumbents' performance by distributing a confidential evaluation form to members of the Board (including alternates) and to CIRM's senior management. Although the Evaluation Subcommittee does not intend to interview each member of senior management, the Subcommittee will offer staff members the opportunity to transmit information orally if they are uncomfortable providing a written response. The Evaluation Subcommittee will evaluate the input, assess the incumbents' performance against their goals, and make recommendations to the Board. As with the in-depth process, the incumbents will have an opportunity to meet with the Subcommittee and the Board to assess their own performance and to respond to questions.