GHURA
Guam Housing and Urban Renewal Authority
Aturidat Ginima' Yan Rinueban Siudat Guahan
117 Bien Venida Avenue, Sinajana, Guam 96910
Phone: (671) 477-9851 • Fax: (671) 300-7565 • TTY: (671) 472-3701

EQUAL HOUSING OPPORTUNITY

Summary of Executive Management Performance Evaluation (EMPE) for

Ray S. Topasna – Executive Director

Review Period: 01/11/2021 – 01/10/2022 (Annual Requirement-GHURA Comp Plan)

Pursuant to 5GCA §43202, the GHURA Board of Commissioners decided at their 07/08/2019, regularly scheduled board meeting that each Commissioner independently evaluate both the Executive Director and Deputy Director, and submit their completed evaluations directly to the Human Resources Division for compilation.

This annual evaluation is also required for GHURA's Compensation Plan for the performance review period of 01/11/2021 – 01/10/2022.

At the close of business on 12/02/2021, HR received a total of five (5) evaluations. Based on the total evaluations, Mr. Ray S. Topasna earned an overall **"Highly Satisfactory"** performance rating as the Executive Director for the period of 01/11/2021 – 01/10/2022. The performance evaluation was based on the following factors:

Expectation of Executives:

1. Leadership
2. Strategic Planning
3. Communicates Vision and Direction
4. Champions Innovation
5. Promotes Ethics
6. Builds Relationships
7. Decision Making
8. Leads Change
9. Inspires and Directs Action
10. Promotes Diversity
11. Accountability/Fiscal/Fiduciary Responsibility
12. Business Acumen
13. Effective Operation & Maintenance of HUD Plans and Projects

Standards

- Customer Focus
- Adherence to Policy and Federal HUD Regulations

SUMMARY:

Based on the overall rating of **"Highly Satisfactory"**, the GHURA Board of Commissioners will **retain** ", Mr. Ray S. Topasna as the Executive Director of the Guam Housing and Urban Renewal Authority. Pursuant to the GHURA Personnel Rules and Regulations and compensation plan, the **"Highly Satisfactory"** rating will be processed accordingly with an effective date of 1/11/2022.

Prepared by: K.K. Bersamin, Personnel Services Administrator, DBA,SPHR,SHRM-SCP

Date: 12/3/2021

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title	Employee ID No.
RAY S. TOPASNA	Executive Director (Unclassified)	617

Period of Report	Reason for Report	Name of Rater
From: 01/11/2021 To: 01/10/2022	☐ Semi-Annual (Initial) ☒ Annual	Monica Guzman

PART I - SELF-ASSESSMENT (Completed by Executive)

A. Mission (Position Mission Statement)

To promote the health, safety and welfare of Guam's people by the elimination of slum and blight conditions, by the orderly redevelopment and renewal of communities, by proper planning of community development and by provision of safe, decent, and sanitary dwelling for low income families, through all available federal and local governmental programs and through encouragement of private enterprise to participate in the common task of community improvement.

B. Strategic Plan Objectives (Address each program area of responsibility)

- To provide decent, safe and sanitary homes for GHURA clients.
- To enhance and strengthen our relationships with non-profit and government organizations in assessing the needs of our communities.
- To provide responsive and quality client services.
- To enhance employee technical and skill level competencies.
- To provide the agency the tools and facilities needed to meet the Authority's goal and objectives.

C. Activity(s) (Related to the Strategic Objectives)

- Maintain a diligent maintenance program of public housing units. On-going modernization of GHURA units to include upgrade of infrastructure, and renovations of units.
- Identifying community needs with our partners and constructing buildings and supporting programs to meet these objectives. These projects include head start classrooms, fire stations, safety equipment acquisition, senior citizens centers, food banks, adult elderly emergency facilities, youth transitional living facility and special education classrooms.
- Provide on-going customer service training, upgrade of our facilities and increase use of modern technology to enhance services.
- To provide staff with training opportunities both on and off island to increase knowledge and skill level competencies.
- Construction of new housing Authority headquarters complete with modern amenities and functionality.

D. Summary of Performance (Assess overall performance as it relates to meeting the objectives identified in the Strategic Plan)

Director Tpasna has the interests of the agency at heart. He thinks strategically & is committed to bringing the agency into compliance.

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title	Employee ID No.
ELIZABETH F. NAPOLI	Deputy Director (Unclassified)	728

PART II - EXPECTATIONS OF EXECUTIVES: *Completed by Supervisor* *(Check the rating that applies to each)*	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Un-satisfactory
1. Leadership	☑	☐	☐	☐	☐
2. Strategic Planning	☑	☐	☐	☐	☐
3. Communicates Vision and Direction	☐	☑	☐	☐	☐
4. Champions Innovation	☑	☐	☐	☐	☐
5. Promotes Ethics	☐	☐	☑	☐	☐
6. Builds Relationships	☐	☐	☑	☐	☐
7. Decision Making	☐	☑	☐	☐	☐
8. Leads Change	☐	☑	☐	☐	☐
9. Inspires and Directs Action	☐	☑	☐	☐	☐
10. Promotes Diversity	☑	☐	☐	☐	☐
11. Accountability / Fiscal / Fiduciary Responsibility	☑	☐	☐	☐	☐
12. Business Acumen	☐	☑	☐	☐	☐
13. Effective Operation & Maintenance of Section 8 and AMP's	☐	☑	☐	☐	☐

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title	Employee ID No
RAY S. TOPASNA	Executive Director (Unclassified)	617

PART III - STANDARDS *(Completed by Supervisor)*	**Outstanding**	**Highly Satisfactory**	**Satisfactory**	**Marginal**	**Un-Satisfactory**
Performance Standard: *(Customer Focus)*	☐	☑	☐	☐	☐

Comments/Justification:

Director Topasna is a champion for independance.

Performance Standard: *(Adherence to Policy and Federal HUD Regs)*	☒	☐	☐	☐	☐

Comments/Justification:

PART V -- OVERALL RATING: *(Overall rating based on Parts I, II, III, IV)*

☐ OUTSTANDING ☐ SATISFACTORY ☐ MARGINAL

☑ HIGHLY SATISFACTORY ☐ UNSATISFACTORY

☑ RETAIN ☐ NOT RETAIN

(Vacant), Chairman, GHURA BOARD OF COMMISSIONERS **Date:** _____

Monica O. Guzman, Vice Chairwoman, Acting Chair GHURA BOARD OF COMMISSIONERS **Date:** 12/2/2021

Anisia S. Delia, Member, GHURA BOARD OF COMMISSIONERS **Date:** _____

George F. Pereda, Member, GHURA BOARD OF COMMISSIONERS **Date:** _____

Frank T. Ishizaki, Member, GHURA BOARD OF COMMISSIONERS **Date:** _____

Karl E. Corpus, *Resident Member*, GHURA BOARD OF COMMISSIONERS **Date:** _____

***(Vacant)*, Member, GHURA BOARD OF COMMISSIONER** **Date:** _____

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title	Employee ID No
RAY S. TOPASNA	Executive Director (Unclassified)	617

COMPLETE BY EMPLOYEE:

☑ **Concur**

☐ **Do not Concur** *(Employee comments are mandatory, if this option is selected.)*

Employee Comments: *(May include any reactions, concerns, agreements or disagreements regarding performance evaluation / development plan.)*

Ray S.
Employee Signature

12/2/19
Date

RBS RLC 11:20am 12/2/21

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title	Employee ID No.
RAY S. TOPASNA	Executive Director (Unclassified)	617

Period of Report	Reason for Report	Name of Rater
From: 01/11/2021 To: 01/10/2022	☐ Semi-Annual (Initial) ☒ Annual	Anisia Delia

PART I - SELF-ASSESSMENT (Completed by Executive)

A. Mission (Position Mission Statement)

To promote the health, safety and welfare of Guam's people by the elimination of slum and blight conditions, by the orderly redevelopment and renewal of communities, by proper planning of community development and by provision of safe, decent, and sanitary dwelling for low income families, through all available federal and local governmental programs and through encouragement of private enterprise to participate in the common task of community improvement.

B. Strategic Plan Objectives (Address each program area of responsibility)

- To provide decent, safe and sanitary homes for GHURA clients.
- To enhance and strengthen our relationships with non-profit and government organizations in assessing the needs of our communities.
- To provide responsive and quality client services.
- To enhance employee technical and skill level competencies.
- To provide the agency the tools and facilities needed to meet the Authority's goal and objectives.

C. Activity(s) (Related to the Strategic Objectives)

- Maintain a diligent maintenance program of public housing units. On-going modernization of GHURA units to include upgrade of infrastructure, and renovations of units.
- Identifying community needs with our partners and constructing buildings and supporting programs to meet these objectives. These projects include head start classrooms, fire stations, safety equipment acquisition, senior citizens centers, food banks, adult elderly emergency facilities, youth transitional living facility and special education classrooms.
- Provide on-going customer service training, upgrade of our facilities and increase use of modern technology to enhance services.
- To provide staff with training opportunities both on and off island to increase knowledge and skill level competencies.
- Construction of new housing Authority headquarters complete with modern amenities and functionality.

D. Summary of Performance (Assess overall performance as it relates to meeting the objectives identified in the Strategic Plan)

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title	Employee ID No.
RAY S. TOPASNA	Executive Director (Unclassified)	617

PART II - EXPECTATIONS OF EXECUTIVES: *Completed by Supervisor* *(Check the rating that applies to each)*	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Un-satisfactory
1. Leadership	☒	☐	☐	☐	☐
2. Strategic Planning	☒	☐	☐	☐	☐
3. Communicates Vision and Direction	☒	☐	☐	☐	☐
4. Champions Innovation	☒	☐	☐	☐	☐
5. Promotes Ethics	☒	☐	☐	☐	☐
6. Builds Relationships	☒	☐	☐	☐	☐
7. Decision Making	☒	☐	☐	☐	☐
8. Leads Change	☒	☐	☐	☐	☐
9. Inspires and Directs Action	☒	☐	☐	☐	☐
10. Promotes Diversity	☒	☐	☐	☐	☐
11. Accountability / Fiscal / Fiduciary Responsibility	☒	☐	☐	☐	☐
12. Business Acumen	☒	☐	☐	☐	☐
13. Effective Operation & Maintenance of HUD Plans and Projects	☒	☐	☐	☐	☐

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title	Employee ID No.
RAY S. TOPASNA	Executive Director (Unclassified)	617

PART III - STANDARDS *(Completed by Supervisor)*	**Outstanding**	**Highly Satisfactory**	**Satisfactory**	**Marginal**	**Un-Satisfactory**
Performance Standard: *(Customer Focus)*	☒	☐	☐	☐	☐

Comments/Justification:

Director Topasna continues to exceed the expectations of the Public Housing customers by implementing innovative projects and thinking outside of the box. His various plans to expand and improve programs for these customers and continued improvement of customer services are evident of his focus and passion for the community. He demonstrates his commitment to the public by motivating his staff to provide excellent customer service that leave a lasting impression to our community. He has strong reasoning and critical thinking skills when dealing with challenging situations and makes an extra effort to give accurate information. He quickly addresses all issues that arise and has shown dedication to the Public Housing customers and the organizations employees. He is easily accessible to the Board of Commissioners and always keeps us updated. He has my full confidence and trust in his management decisions.

Performance Standard: *(Adherence to Policy and Federal HUD Regs)*	☒	☐	☐	☐	☐

Comments/Justification:

Director Topasna continues to demonstrate his institutional knowledge of Federal HUD regulation sby monitoring any changes to polices that are issued. His extensive knowledge allows GHURA to continually meet HUD requirements and deadlines. He continues to exudes a high level of adherence to these policies and regulations in execution of his duties and responsibilities in the day-to-day operations.

PART V -- OVERALL RATING: *(Overall rating based on Parts I, II, III, IV)*

☒ OUTSTANDING ☐ SATISFACTORY ☐ MARGINAL

☐ HIGHLY SATISFACTORY ☐ UNSATISFACTORY

☒ RETAIN ☐ NOT RETAIN

(Vacant), Chairman, GHURA BOARD OF COMMISSIONERS **Date:** _____

Monica O. Guzman, Vice Chairwoman, Acting Chair GHURA BOARD OF COMMISSIONERS **Date:** _____

Anisia S. Delia, Member, GHURA BOARD OF COMMISSIONERS **Date:** 12/1/21

George F. Pereda, Member, GHURA BOARD OF COMMISSIONERS **Date:** _____

Frank T. Ishizaki, Member, GHURA BOARD OF COMMISSIONERS **Date:** _____

Karl E. Corpus, *Resident Member*, GHURA BOARD OF COMMISSIONERS **Date:** _____

***(Vacant)*, Member, GHURA BOARD OF COMMISSIONER** **Date:** _____

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title	Employee ID No.
RAY S. TOPASNA	Executive Director (Unclassified)	617

COMPLETE BY EMPLOYEE:

☑ **Concur**

☐ **Do not Concur** *(Employee comments are mandatory, if this option is selected.)*

Employee Comments: *(May include any reactions, concerns, agreements or disagreements regarding performance evaluation / development plan.)*

Ray S.
Employee Signature

12/2/21
Date

Rec 11/30/21 11:25 am

HOUSING AND URBAN RENEWAL AUTHORITY
EXEC ANAGEMENT PERFORMANCE EVALUATION (EMPE)

GHURA

Employee Name	Position Classification / Title	Employee ID No.
RAY S. TOPASNA	Executive Director (Unclassified)	617
Period of Report From: 01/11/2021 To: 01/10/2022	Reason for Report Semi-Annual (Initial) Annual	Name of Rater

PART I - SELF-ASSESSMENT (Completed by Executive)

Exec. Eval.

George F. Pereda <gfpmatot@yahoo.com> Sat, Nov 27, 21:13
To: George F. Pereda <gfpmatot@gmail.com>

Executive Management Performance Evaluation

Review of ***Part I - Self Assessment***: **A. Mission; B. Strategic Plan Objectives; C. Activity(ies); D. Summary of Performance; - -** it says on ***the form that these were supposed to be completed by the "Executive". The fillers for these sections of the Management Performance Evaluation for both Mr. Topasna and Ms. Napoli are identical, meaning that neither completed these sections individually. Specific details on initiatives related to the task, i.e., B-1.- "to provide decent,safe, & sanitary homes for GHURA clients", should have been given so as to show on-going efforts and distinguish each individual's accomplishments. These entries would have been most helpful in truly evaluating the executives' performances for this evaluation cycle. As it is, the lack of specific, individualized entries by either The Executive Director or The Deputy Director for any of the four parts of Part I rendered them invalid, and of little use in the evaluation of their performances.***

D. **Summary of Performance** (Assess overall performance as it relates to meeting the objectives identified in the Strategic Plan)

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title			Employee ID No.	
RAY S. TOPASNA	Executive Director (Unclassified)			617	
PART II - EXPECTATIONS OF EXECUTIVES: *Completed by Supervisor* *(Check the rating that applies to each)*	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Un-satisfactory
1. Leadership		X			

	Strategic Planning			X		
3.	*Communicates Vision and Direction*		X			
4.	*Champions Innovation*		X			
5.	*Promotes Ethics*				X	
6.	*Builds Relationships*			X		
7.	*Decision Making*		X			
8.	*Leads Change*	X				
9.	*Inspires and Directs Action*	X				
10.	*Promotes Diversity*			X		
11.	*Accountability / Fiscal / Fiduciary Responsibility*	X				
12.	*Business Acumen*			X		
13.	*Effective Operation & Maintenance of HUD Plans and Projects*		X			

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title			Employee ID No.	
RAY S. TOPASNA	Executive Director (Unclassified)			617	
PART III - STANDARDS *(Cc Supervisor)*	**Outstanding**	**Highly Satisfactory**	**Satisfactory**	**Marginal**	**Un-Satisfactory**
Performance Standard: *(Customer Focus)*		X			

Part III - Performance Standard - "Customer Focus" - Mr. Topasna is well aware of all the PHA stakeholders that GHURA both serves and is answerable to. He is most astute to their individual perspectives and takes this into account when addressing the various issues confronting the housing authority.

Performance Standard: *(Adherence to Policy and Federal HUD Regs)*	X				
Comments/Justification:					

Part IV - Performance Standard - "Adherence to Policy and Federal HUD Regs" - Mr. Topasna goes to the extreme when relying on his key managers to come to "the best case scenarios" and workable alternatives. He fully understands the expertise each is working on achieving with regards to their particular operation. This is truly a sign of a good manager/leader.

PART V -- OVERALL RATING: *(Overall rating based on Parts I, II, III, IV)*

OUTSTANDING — SATISFACTORY 3.69 — MARGINAL

HIGHLY SATISFACTORY — UNSATISFACTORY

RETAIN — NOT RE

(Vacant), Chairman, GHURA BOARD OF COMMISSIONERS Date:

Monica O. Guzman, Vice Chairwoman, Acting Chair GHURA BOARD OF COMMISSIONERS Date:

Anisia S. Delia, Member, GHURA BOARD OF COMMISSIONERS Date:

George F. Pereda, Member, GHURA BOARD OF COMMISSIONERS Date: 29 Nov '22

Frank T. Ishizaki, Member, GHURA BOARD OF COMMISSIONERS Date:

Karl E. Corpus, *Resident Member*, GHURA BOARD OF COMMISSIONERS Date:

(Vacant), Member, GHURA BOARD OF COMMISSIONER Date:

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title	Employee ID No.
RAY S. TOPASNA	Executive Director (Unclassified)	617

COMPLETE BY EMPLOYEE:

Concur

(X) **Do not Concur** *(Employee comments are mandatory, if this option is selected.)*

Employee Comments: *(May include any reactions, concerns, agreements or disagreements regarding performance evaluation / development plan.)*

Employee Signature

12/1/21
Date

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title	Employee ID No.
RAY S. TOPASNA	Executive Director (Unclassified)	617

Period of Report	Reason for Report	Name of Rater
From: 01/11/2021 To: 01/10/2022	☐ Semi-Annual (Initial) ☒ Annual	FRANK ISHIZAKI

PART I - SELF-ASSESSMENT (Completed by Executive)

A. Mission (Position Mission Statement)

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B. Strategic Plan Objectives (Address each program area of responsibility)

- To provide decent, safe and sanitary homes for GHURA clients.
- To enhance and strengthen our relationships with non-profit and government organizations in assessing the needs of our communities.
- To provide responsive and quality client services.
- To enhance employee technical and skill level competencies.
- To provide the agency the tools and facilities needed to meet the Authority's goal and objectives.

C. Activity(s) (Related to the Strategic Objectives)

- Maintain a diligent maintenance program of public housing units. On-going modernization of GHURA units to include upgrade of infrastructure, and renovations of units.
- Identifying community needs with our partners and constructing buildings and supporting programs to meet these objectives. These projects include head start classrooms, fire stations, safety equipment acquisition, senior citizens centers, food banks, adult elderly emergency facilities, youth transitional living facility and special education classrooms.
- Provide on-going customer service training, upgrade of our facilities and increase use of modern technology to enhance services.
- To provide staff with training opportunities both on and off island to increase knowledge and skill level competencies.
- Construction of new housing Authority headquarters complete with modern amenities and functionality.

D. Summary of Performance (Assess overall performance as it relates to meeting the objectives identified in the Strategic Plan)

Rec 11/29/21 @ 10:30 am

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title	Employee ID No.
RAY S. TOPASNA	Executive Director (Unclassified)	617

PART II - EXPECTATIONS OF EXECUTIVES: *Completed by Supervisor* *(Check the rating that applies to each)*	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Un-satisfactory
1. Leadership	☐	☒	☐	☐	☐
2. Strategic Planning	☒	☐	☐	☐	☐
3. Communicates Vision and Direction	☐	☐	☒	☐	☐
4. Champions Innovation	☒	☐	☐	☐	☐
5. Promotes Ethics	☒	☐	☐	☐	☐
6. Builds Relationships	☐	☒	☐	☐	☐
7. Decision Making	☐	☒	☐	☐	☐
8. Leads Change	☐	☒	☐	☐	☐
9. Inspires and Directs Action	☐	☒	☐	☐	☐
10. Promotes Diversity	☐	☐	☒	☐	☐
11. Accountability / Fiscal / Fiduciary Responsibility	☒	☐	☐	☐	☐
12. Business Acumen	☐	☒	☐	☐	☐
13. Effective Operation & Maintenance of HUD Plans and Projects	☐	☐	☒	☐	☐

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title	Employee ID No.
RAY S. TOPASNA	Executive Director (Unclassified)	617

PART III - STANDARDS *(Completed by Supervisor)*	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Un-Satisfactory
Performance Standard: *(Customer Focus)*	☐	☒	☐	☐	☐

Comments/Justification:

GHURA HAS PROGRESSED IN MANY PROGRAMS AND RAY HOLD GHURA TRANSPARENT & ACCOUNTABLE HE LEADS BY EXAMPLE RAY HAS TONED DOWN HIS MEDIA RHETORIC AND IMPROVED RELATIONSHIPS.

Performance Standard: *(Adherence to Policy and Federal HUD Regs)*	☐	☒	☐	☐	☐

Comments/Justification:

NO DOUBT

PART V -- OVERALL RATING: *(Overall rating based on Parts I, II, III, IV)*

☐ OUTSTANDING ☐ SATISFACTORY ☐ MARGINAL

☒ HIGHLY SATISFACTORY ☐ UNSATISFACTORY

☒ RETAIN ☐ NOT RETAIN

(Vacant), Chairman, GHURA BOARD OF COMMISSIONERS **Date:** _____

Monica O. Guzman, Vice Chairwoman, Acting Chair GHURA BOARD OF COMMISSIONERS **Date:** _____

Anisia S. Delia, Member, GHURA BOARD OF COMMISSIONERS **Date:** _____

George F. Pereda, Member, GHURA BOARD OF COMMISSIONERS **Date:** _____

Frank T. Ishizaki, Member, GHURA BOARD OF COMMISSIONERS **Date:** 11/26/2021

Karl E. Corpus, *Resident Member*, GHURA BOARD OF COMMISSIONERS **Date:** _____

***(Vacant)*, Member, GHURA BOARD OF COMMISSIONER** **Date:** _____

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title	Employee ID No.
RAY S. TOPASNA	Executive Director (Unclassified)	617

COMPLETE BY EMPLOYEE:

☑ **Concur**

☐ **Do not Concur** *(Employee comments are mandatory, if this option is selected.)*

Employee Comments: *(May include any reactions, concerns, agreements or disagreements regarding performance evaluation / development plan.)*

Employee Signature

11/29/21
Date

11/30/21 2:35pm
Rec
KCB HR

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title	Employee ID No.
RAY S. TOPASNA	Executive Director (Unclassified)	617

Period of Report	Reason for Report	Name of Rater
From: 01/11/2021 To: 01/10/2022	☐ Semi-Annual (Initial) ☒ Annual	Karl E. Corpus

PART I - SELF-ASSESSMENT (Completed by Executive)

A. Mission (Position Mission Statement)

To promote the health, safety and welfare of Guam's people by the elimination of slum and blight conditions, by the orderly redevelopment and renewal of communities, by proper planning of community development and by provision of safe, decent, and sanitary dwelling for low income families, through all available federal and local governmental programs and through encouragement of private enterprise to participate in the common task of community improvement.

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D. Summary of Performance (Assess overall performance as it relates to meeting the objectives identified in the Strategic Plan)

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title	Employee ID No.
RAY S. TOPASNA	Executive Director (Unclassified)	617

PART II - EXPECTATIONS OF EXECUTIVES: *Completed by Supervisor* *(Check the rating that applies to each)*	Outstanding	Highly Satisfactory	Satisfactory	Marginal	Un-satisfactory
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2. Strategic Planning	☐	☐	☐	☐	☐
3. Communicates Vision and Direction	☐	☐	☐	☐	☐
4. Champions Innovation	☐	☐	☐	☐	☐
5. Promotes Ethics	☐	☐	☐	☐	☐
6. Builds Relationships	☐	☐	☐	☐	☐
7. Decision Making	☐	☐	☐	☐	☐
8. Leads Change	☐	☐	☐	☐	☐
9. Inspires and Directs Action	☐	☐	☐	☐	☐
10. Promotes Diversity	☐	☐	☐	☐	☐
11. Accountability / Fiscal / Fiduciary Responsibility	☐	☐	☐	☐	☐
12. Business Acumen	☐	☐	☐	☐	☐
13. Effective Operation & Maintenance of HUD Plans and Projects	☑	☐	☐	☐	☐

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title	Employee ID No.
RAY S. TOPASNA	Executive Director (Unclassified)	617

PART III - STANDARDS *(Completed by Supervisor)*	**Outstanding**	**Highly Satisfactory**	**Satisfactory**	**Marginal**	**Un-Satisfactory**
Performance Standard: *(Customer Focus)*	☑	☐	☐	☐	☐
Comments/Justification:					
Performance Standard: *(Adherence to Policy and Federal HUD Regs)*	☑	☐	☐	☐	☐
Comments/Justification:					

PART V -- OVERALL RATING: *(Overall rating based on Parts I, II, III, IV)*

☑ OUTSTANDING ☐ SATISFACTORY ☐ MARGINAL

☐ HIGHLY SATISFACTORY ☐ UNSATISFACTORY

☑ RETAIN ☐ NOT RETAIN

(Vacant), Chairman, GHURA BOARD OF COMMISSIONERS **Date:** _____

Monica O. Guzman, Vice Chairwoman, Acting Chair GHURA BOARD OF COMMISSIONERS **Date:** _____

Anisia S. Delia, Member, GHURA BOARD OF COMMISSIONERS **Date:** _____

George F. Pereda, Member, GHURA BOARD OF COMMISSIONERS **Date:** _____

Frank T. Ishizaki, Member, GHURA BOARD OF COMMISSIONERS **Date:** _____

Karl E. Corpus, *Resident Member*, GHURA BOARD OF COMMISSIONERS **Date:** 11/30/2021

***(Vacant)*, Member, GHURA BOARD OF COMMISSIONER** **Date:** _____

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
EXECUTIVE MANAGEMENT PERFORMANCE EVALUATION (EMPE)

Employee Name	Position Classification / Title	Employee ID No.
RAY S. TOPASNA	Executive Director (Unclassified)	617

COMPLETE BY EMPLOYEE:

☑ **Concur**

☐ **Do not Concur** *(Employee comments are mandatory, if this option is selected.)*

Employee Comments: *(May include any reactions, concerns, agreements or disagreements regarding performance evaluation / development plan.)*

Thank you sir for your confidence in me to lead such a dynamic organization.

Ray

Employee Signature

11/30/21

Date