



Memo

Date: August 7, 2025

To: Governance Committee Members

From: Julie Becker, Partner, Aon Fiduciary Services Practice Leader
Benita Harper, Associate Partner, Aon Fiduciary Services Practice

Subject: 2025 Police and Fire Board Performance Assessment Workplan

According to the *Police and Fire Department Retirement Plan Board Performance Assessment Policy*, the Governance Committee is responsible for coordinating the assessment process. The Police and Fire Board reviews its own performance every two years. The following is a proposed work plan for administration of the 2025 Board Performance Assessment.

Date	Expected Activities and Tasks
August 7	Governance Committee reviews the workplan and the draft Board Performance Assessment Survey. Aon will finalize the survey as directed by the Committee.
August 11	Staff provides Aon with an Evaluation Report for the 2025 fiscal year summarizing: - Number of board and committee meetings held - Board member attendance - Board education efforts - Other information as considered appropriate by the CEO
August 15	Aon issues the Board Performance Assessment and Evaluation Report to the Trustees.
August 27	Aon sends reminder survey to those Trustees who have not yet submitted completed Assessments.
September 5	Target deadline for Aon to receive the Trustee's completed Assessments.
September/October	Aon conducts follow up calls with those Trustees who wish to expand upon their survey results. Aon completes Summary Report.



November 6	Governance Committee to review Summary Report and develop recommendations for Board consideration
December 4	Governance Committee Chair to present Summary Report and recommendations to the Board