



Angela D. Alsobrooks  
County Executive

# PRINCE GEORGE'S COUNTY GOVERNMENT

## Office of the County Executive

August 6, 2021

The Honorable Calvin S. Hawkins, II  
Chairman  
Prince George's County Council  
County Administration Building  
Upper Marlboro, Maryland 20772

Dear Chairman Hawkins:

Enclosed for the County Council's consideration is legislation to amend certain sections of Subtitle 16 of the Prince George's County Code to align with new administrative procedures relating to performance management. These amendments will add a provision that will enable the performance cycle to be based on the employee's anniversary date or the fiscal year (July 1 – June 30), as determined by the Office of Human Resources Management (OHRM) to enable certain performance measures to be taken. These amendments will also clarify practices around pay increases based on performance and update performance ratings to meet current standards.

The Office of Human Resources Management has determined that the County's performance management program needs to be updated to ensure that there is an ongoing process of communication between supervisors and employees occurring throughout the year to support and accomplish County, agency, or departmental goals and objectives. The administrative procedure that sets forth the details of the performance management program is being revised and it is necessary to amend certain sections of the County Code to align with the objectives.

The Council's favorable consideration of this legislation is greatly appreciated. If you have any questions, please do not hesitate to contact my office or Shawn Y. Stokes, Director of Human Resources Management (OHRM) at, (301) 883-6344.

Sincerely,

Angela D. Alsobrooks  
County Executive

Enclosures