

**Request for Action  
By  
Board of Commissioners**

**Adoption of Executive Director Performance Goals - CY2024**

**A. SUMMARY OF REQUEST**

This Request for Action is for adoption of the Executive Director's performance goals for the calendar year 2024.

**B. DISCUSSION**

Pursuant to the Executive Director's January 19, 2023 employment agreement, the Board will evaluate the Executive Director's job performance annually on the basis of her promotion of RIHousing's public mission under its enabling legislation and achievement of specific goals and metrics set by the Board. The Chair and the Executive Director have mutually developed the following five performance goals for the current calendar year, each as further explained in Attachment B: 1. advance the Agency's 5-year Strategic Plan goals; 2. collaborate with state departments to advance the Governor's housing agenda; 3. increase productivity and efficiency in RIHousing programs and services; 4. lead and support collaborative efforts to address Rhode Island's housing needs; and 5. build upon Agency's DEIB efforts and successes to expand access to RIHousing's programs and services. As of March 11, the Management Committee has reviewed the draft goals and voted to recommend them to the Board.

**C. RECOMMENDATION**

The attached resolution adopting CY2024 performance goals for the Executive Director is recommended for adoption.

**D. ATTACHMENTS**

- A. Resolution of the Board of Commissioners of RIHousing
- B. Executive Director Performance Goals CY2024

## Attachment A

### Resolution of the Board of Commissioners of Rhode Island Housing and Mortgage Finance Corporation

**Whereas:** the Executive Director's January 19, 2023 employment agreement provides for the evaluation of the Executive Director's job performance annually on the basis of her promotion of RIHousing's public mission under its enabling legislation and achievement of specific goals and metrics set by the Board, *inter alia*, and

**Whereas:** in furtherance of such provision, the Chair and the Executive Director have identified the goals set forth in Attachment B as reasonably related to and illustrative of the Executive Director's role for the current year;

#### **NOW, THEREFORE, IT IS HEREBY:**

**Resolved:** the performance goals set forth at Attachment B are hereby adopted for purposes of the calendar year 2024 performance evaluation of the Executive Director by the Board; and

**Resolved:** the Board may request that the Executive Director provide any information and documentation that may enable the Board to conduct such evaluation of her job performance; and

**Resolved:** that the Chair of the Board is hereby authorized and directed to take any and all actions he deems necessary and appropriate to carry out the forgoing resolutions.

## ATTACHMENT B

### EXECUTIVE DIRECTOR GOALS CY2024

**1. Advance the Agency's 5-year Strategic Plan goals.**

In collaboration with the Board of Commissioners, establish outcome-oriented metrics to evaluate the Agency's progress towards the goals within the Strategic Plan and advance these goals.

**2. Collaborate with State Departments to advance the Governor's Housing Agenda.**

Coordinate with the Housing Department to manage and deploy state fiscal recovery funds in accordance with applicable deadlines.

Support and help oversee the implementation of the RIHousing Development Corporation proactive development activities.

Partner with the Housing Department as well as other State agencies to implement programs and initiatives that address the Governor's housing goals.

**3. Increase productivity and efficiency in RIHousing programs and services.**

Increase the nimbleness and efficiency of the Agency's housing production program delivery to accelerate the pace of production and ensure the efficient use of resources.

Monitor the performance of projects in the pipeline to identify and proactively address potential delays in construction start and completion dates and implement strategies to ensure SFRF expenditure deadlines are achieved. Report regularly regarding the progress of approved projects, risks identified, and steps taken to address and mitigate potential risks of project non-completion or delay.

Identify and implement innovative financing strategies to advance affordable homeownership opportunities.

Develop and implement updated design standards which incorporate industry best practices for green building standards/sustainability and accessibility.

Leverage technology and new business processes to increase agency productivity and to enhance our customer service.

Initiate a new strategic planning process to revisit existing objectives and, as merited, to modify RI Housing's programmatic plan and budgetary/investment

approach in the current environment (given the latest housing data and resource-related constraints and opportunities).

Participate in the Department of Housing's Statewide Housing Planning and upcoming governance review processes.

**4. Lead and support collaborative efforts to address Rhode Island's housing needs.**

Expand collaborative initiatives with partners that test and demonstrate effective approaches to addressing state housing needs.

Build relationships with non-traditional entities such as philanthropic foundations, Community Development Financial Institutions, and other non-traditional housing investors.

**5. Build upon Agency DEIB efforts and successes to expand access to RIHousing's programs and services.**

Reduce barriers to homeownership opportunities for Black, Indigenous and People of Color (BIPOC) and low-English Proficiency communities.

Use the QAP and other financing tools to expand high quality housing choices for extremely low, low, and moderate-income households in both urban and non-urban areas as part of overall strategy to reduce racial and economic segregation and increase the accessibility of housing.