

Performance Appraisal Review Board (PARB)

A PARB Letter of Instruction is signed by the Commandant providing guidelines regarding position eligibility for the PARB and the awards allocated. With the assistance and support from the CHRO, Employee Relations spearheads the preparation for the PARB.

In order for an employee to be considered for the PARB, they must have a finalized Annual Performance Appraisal (PA). The PARB usually is held in May. It is for all qualified DRC, EPBHC, and SARC embedded employees.

The PARB is used to determine what award they receive based on their performance during their last Performance Appraisal.



2021 Performance Appraisal Review Board (PARB)

Deployment Readiness Coordinators (DRC)
Embedded Preventive Behavioral Health Capability (EPBHC)
Sexual Assault Prevention and Response (SAPR)

MAY 2022

Performance Appraisal Review Board (PARB)

- Panel Members:
 - PARB Chair: Col Rizzo, Chief of Staff, III MEF
 - PARB Director: Col Taylor, G-1, III MEF
 - PARB Advisor: Jerry Bosken, Regional Chief for NAF HR, MCCA, MCIPAC
- PARB Overview, Eligibility Requirements and Allocated Budgets
 - Jerry Bosken, Regional Chief for NAF HR, MCCA, MCIPAC
- Proposed Distribution of Awards
 - Jerry Bosken, Regional Chief for NAF HR, MCCA, MCIPAC
- Document Review & Roundtable Discussion
- Approval/Conclusion

PARB Overview

- Eligibility Requirements:
 - Non-Probationary
 - 12 Consecutive Months in position as of 3/31/2022
 - Bonus eligibility: Outstanding or Exceeds Expectations
 - Merit Increase eligibility: Outstanding, Exceeds or Meets Expectations
 - Not awarded an Off-Cycle Pay Increase or Bonus within the Last 12 Months
 - Time-Off Award eligibility: Outstanding, Exceeds or Meets Expectations (cannot be in a Use or Lose Leave Status)
- Performance Awards include:
 - Bonus
 - Merit Increase
 - Time-Off Award (not to exceed a single contribution of 40 hours)
- If eligible, awardees may receive one or any combination of the above three incentives

PARB Overview

- Allocated Budgets
 - DRC (FY21 - 14 employees)
FY20 - 22 Employees
 - Merit Increase: \$16,000
 - Bonus: \$15,000
 - EPBHC (FY21 - 15 employees)
FY20 - 20 Employees
 - Merit Increase: \$16,000
 - Bonus: \$15,000
 - SAPR (FY21 - 8 employees)
FY20 - 4 Employees
 - Merit Increase: \$6,000
 - Bonus: \$5,000
- Performance Ratings: **Outstanding, Exceed Expectations, Meets Expectations, Needs Improvement, Does Not Meet Expectations**

FY20 Distribution of Awards: DRC

Merit Pool: \$16,000

Bonus Pool: \$15,500

- **Overview DRC Performance Ratings (22 employees):**
 - Outstanding: 12
 - Exceeds Expectations: 3
 - Meets Expectations: 2
 - Needs Improvement: 1
 - Ineligible due to time in position: 4
- **Proposed Bonuses:**
 - Outstanding: \$1,000 (12 eligible)
 - Exceeds Expectations: \$850 (3 eligible)
- **Proposed Merit Increases:**
 - Outstanding: 2.0% (11 eligible)
 - Exceeds Expectations: 2.0% (3 eligible)
 - Meets Expectations: 1.7% (2 eligible)
- **Proposed Time-Off Awards (not eligible if in Use or Lose Leave Status):**
 - Outstanding: 32 Hours (8 eligible)
 - Exceeds Expectations: 24 Hours (3 eligible)
 - Meets Expectations: 16 Hours (1 eligible)

FY20 Distribution of Awards: EPBHC

Pool: \$21,000

Bonus Pool: \$20,000

- Overview EPBHC Performance Ratings (20 employees):
 - Outstanding: 8
 - Exceeds Expectations: 5
 - Meets Expectations: 1
 - Ineligible due to time in position: 6
- Proposed Bonuses:
 - Outstanding: \$1650 (8 eligible)
 - Exceeds Expectations: \$1350 (5 eligible)
- Proposed Merit Increases:
 - Outstanding: 3.0% (7 eligible)
 - Exceeds Expectations: 2.5% (4 eligible)
- Proposed Time-Off Awards (not eligible if in Use or Lose Leave Status):
 - Outstanding: 32 Hours (4 eligible)
 - Exceeds Expectations: 24 Hours (2 eligible)

FY20 Distribution of Awards: SAPR

Merit Pool: \$6000

Bonus Pool: \$5200

- Overview SARC Performance Ratings (4 employees):
 - Outstanding: 4
- Proposed Bonuses:
 - Outstanding: \$1300 (4 eligible)
- Proposed Merit Increases:
 - Outstanding: 2.4% (4 eligible)
- Proposed Time-Off Awards (not eligible if in Use or Lose Leave Status):
 - Outstanding: 32 Hours (2 eligible)