STATE OF CALIFORNIA - DEPARTMENT OF HUMAN RESOURCES

PERFORMANCE APPRAISAL SUMMARY
OF PAST JOB PERFORMANCE OF PERMANENT EMPLOYEES

STD. 638 (REV. 10/2019)

EMPLOYEE LAST NAME	FIRST NAME	MI	DATE OF LAST PAS DISCUSSION
ADUGNA	AYNALEM		04/30/2024

CIVIL SERVICE TITLE	POSITION NUMBER	EMPLOYEE'S HEADQUARTERS
R S III/E/B	580-035-5594-003	Sacramento

STATE DEPARTMENT NAME	DEPARTMENT SUBDIVISION
California Department of Public Health (CDPH)	Office of Health Equity

The supervisor may make "comments" only, or may use rating categories only, or may use either or both methods of appraisal on any performance factor, as he or she prefers. The rating categories are:
I - Improvement needed for performance to meet expected standards
M - Performance fully meets expected standards
E - Performance consistently exceeds expected standards.

1. QUALITY OF WORK: Consider the extent to which completed work is accurate, neat, well-organized, thorough, and effective.

☐ I
☒ M
☐ E

Dr. Adugna strives for high quality work, with a professional attitude. He is very skilled in using ESRI ArcGIS tools to develop maps and interactive data visualizations. He includes many options and features in data dashboards. Aynalem wrote and edited several detailed literature reviews and technical documents in the past year.

2. QUANTITY OF WORK: Consider the extent to which the amount of work produced compares to quality standards for the job.

☐ I
☒ M
☐ E

The project he leads (Healthy Communities Indicators) is challenging to keep up to date, refresh with new knowledge and metrics, and disseminate in a crowded field of health equity metrics. He updated the low-income/poverty HCI dashboard with more recent data, and is working to develop a new metric on the behavioral health care environment.

3. WORK HABITS: Consider the employee's effectiveness in organizing and using work tools and time, in caring for equipment and materials, in following good practices of vehicle and personal safety, etc.

☐ I
☒ M
☐ E

Aynalem is enthusiastic about researching topics and producing dashboards. He takes the initiative to work on process improvements. He takes on opportunities to expand his skillset, such as participating in Databricks training.

4. RELATIONSHIPS WITH PEOPLE: Consider the extent to which the employee recognizes the needs and desires of other people, treats others with respect and courtesy, and inspires their respect and confidence, etc.

☐ I
☒ M
☐ E

Aynalem is courteous, respectful, professional in his relationships. He is personable and generous in sharing his knowledge with his peers. He has provided demos to peers on works in progress and is responsive to comments and suggestions. He shares data and training resources with his peers.

5. TAKING ACTION INDEPENDENTLY: Consider the extent to which the employee shows initiative in making work improvements, identifying and correcting errors, initiating work activities, etc.

☐ I
☒ M
☐ E

As HCI project lead and GIS subject matter expert, Aynalem is expected to take action independently. He shows strong initiative in identifying data sources (e.g., ESRI Business Analyst) and keeping up to date on new developments in ArcGIS tools (e.g., Experience Builder).

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☐ I ☒ M ☐ E	**6. MEETING WORK COMMITMENTS:** Consider the extent to which the employee completes work assignments, meets deadlines, follows established policies and procedures, etc. Aynalem has a positive work ethic, meets deadlines, and prides himself in going above and beyond expectations. He follows established procedures, uses meeting venues to discuss updates, and follows up on his commitments. Ad hoc assignments are completed in a timely fashion. He successfully resolves technical issues and adopts changes to complete projects and assignments. His continued goal is to achieve a higher level of performance through skills training and collaborative work.
☐ I ☒ M ☐ E	**7. ANALYZING SITUATIONS AND MATERIALS:** Consider the extent to which the employee applies consistently good judgment in analyzing work situations and materials, and in drawing sound conclusions. Overall, Aynalem has applied good judgment in analyzing situations, and draws sound conclusions. For example, he has adopted recently established improvements in demographic data disaggregation (i.e., showing more detailed data) in his update to the low-income/poverty HCI indicator.
☐ I ☐ M ☐ E	**8. SUPERVISING THE WORK OF OTHERS:** Consider the employee's effectiveness in planning and controlling work activities, motivating and developing subordinates, improving work methods and results, encouraging and supporting employee suggestions for work improvement, applying policies, selecting and developing subordinates in accordance with State Personnel Board and departmental affirmative action policies. N/A
☐ I ☐ M ☐ E	**9. PERSONNEL MANAGEMENT PRACTICES:** Consider the extent to which the employee understands and applies good personnel management practices including affirmative action and upward mobility. Does the employee contribute effectively to the implementation of State Personnel Board and departmental equal employment opportunity policies and to the attainment of affirmative action goals? N/A

GENERAL COMMENTS OR COMMENTS ON OTHER FACTORS

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☐ **CHECK THIS BOX IF ADDITIONAL SPACE IS NEEDED.**

EMPLOYEE SIGNATURE	DATE SIGNED	SUPERVISOR'S SIGNATURE	DATE SIGNED
DocuSigned by: *ADUGNA, AYNALEM* 2EFBB2F1274C403...	4/16/2025	DocuSigned by: *Oh, Peter* 28AE064DD0594E7...	4/16/2025