

Attending: Brent, Tim, Spence, Michael, Greg, Nino, Mitch

Agenda

- Golden Dragon
- Operational Update
- Ethics Council

1. Previous/follow up items

- a. Motion to approve last month's meeting notes
 - i. approved
- b. Golden Dragon
 - i. Focus on growth from recruiting to retiring
 - ii. Frameworks (in progress):
 1. Saving Throws: evaluation
 2. Leveling: growth
 3. Feats: recognition
 - iii. Saving Throws assesses aptitude, obstacles, feeds into Levelling (which includes both desire and aptitude for advancement)
 1. Evaluates: execution, diplomacy, citizenship
 - iv. Can also use evaluation as tool to create balanced teams, address project-specific needs (e.g. might need more soft skills for difficult customers)
 - v. Event-driven evaluation triggers, not calendar-based
 1. e.g. employee changes direct report: have up to date info for new report, fresh in the mind of the reviewer
 2. Experimenting - corner cases incl. long-term stable projects -> time-based period for evaluation (at minimum, annually? quarterly?)
 3. Managers should determine how this would work best for their teams
 - vi. Client labor rates based on quals - less granular than Golden Dragon levels
 - vii. Overload on reviews required when a major project ends?
 1. Historically, haven't encountered a triggering event that includes enough employees to be problematic
 2. Mitch working on reducing manager workload for reviews
 - viii. Oversight mechanism to ensure sufficient reviews
 1. Responsibility of Director-level leadership to check on managers in their groups
 - ix. Effects on compensation
 1. Golden Dragon is an evaluation tool without direct effects on salary
 - x. Consistency of levelling across the company

TLP Amber: Internal Only

1. Trust managers, have directors aware of how evals are going
 2. Consistency can be further addressed in v2
- c. Operational Update
 - i. Working on closing out 2019 financials & preparing for tax filing
 - ii. 3 new hires for January; no new hires until February
 - iii. Sudoku *should* pay us on Jan 9th for work in Dec 2019
 1. Working on modifying contract from time-based to milestones-based (est. Jan 10th)
 - iv. Taxes timeline - Spence will communicate to members since Schedule K is required for members' indiv taxes
 - v. Focus on rehiring past BG employees
2. Next meeting
 - a.
3. Action items
 - a. Michael (shareholder rep) to follow up on year-end/tax things periodically
 - b. Nino to remind Tim to create an ethics@braingu.com email group