2019 Board of Commissioners Balanced Scorecard

Indicators, targets and scores -- As of March 31, 2019

	Key Indicator	Basis	Target	YTD	Status	Comments
Stakeholder	**S1 - Sustain Our Public Partnership**	Reporter: **Congdon**				
	Board attendance at Tri-Commission Regional Stakeholder Meetings	Quarterly update based on information from Commissioner Blue Books (tracked by Clerk of Board) Target: 75% attendance at all meetings	75%	0%		Results through 1st Quarter 2019. No meeting held first quarter.
	Attendance at quarterly Mid-C commissioners/managers meeting	Quarterly update based on information from Commissioner Blue Books (tracked by Clerk of Board) Target: 60% attendance at all meetings	60%	40%	✓	Results through 1st Quarter 2019.
Financial	**F1 - Maintain Strong Financial Stewardship**	Reporter: **Arseneault**				
	Quarterly operating and financial review presented by management. Board checks for adherence to budgets, long-range plans, guidelines, principles, policies, and acceptable risk levels.	Quarterly update provided by District management within 45 days after quarter end or as soon thereafter as scheduling allows	4	1	✓	Quarterly Energy Res Updates: 2/4 Quarterly Financial Reviews: 2/19 Quarterly Load Forecast Updates: 1/7
		Target: 4 quarterly presentations by management completed on time with satisfactory content				Generation and Transmission, Utility Services and Fiber operating updates, HDL, Large Load, Quarterly load Forecasts-ongoing
G1 - Ensure Effective Execution		Reporter: **Bolz**				
	Quarterly review of Board balanced scorecard status. Each Commissioner gives an update on the status of their assigned objectives.	Quarterly review of objectives & indicator results by Reporter. Target: 4 quarterly reviews	4	1	✓	2018 4th Qtr reviewed January 21, 2019 2019 1st Qtr reviewed 2019 2nd Qtr reviewed 2019 3rd Qtr reviewed
	Annual review of policies: internal controls, communications, regulatory compliance, enterprise risk management, network line extension and financial, etc.	Annual review of key District policies (reviewed through normal course of business) Target: 100% review of key board policies	1	ongoing	✓	Schedule 4 Overview January 21, 2019 Utility Service Policy & Regulation Revisions Review January 21, 2019
	Semi-annual evaluation of General Manager performance including communications of Board expectations.	Semi-annual review of General Manager along with communication of Board expectations. Target: 2 reviews	2	1	✓	First review on February 4, 2019 Second review on _____
	Annual evaluation of General Counsel performance including communications of Board expectations.	Annual review of General Counsel along with communication of Board expectations. Target: 1 review	1			Completed _____ (anticipated completion in December, 2019)
	G2 - Approve Strategy & Business Planning	Reporter: **Smith**				

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	Key Indicator	Basis	Target	YTD	Status	Comments
Internal	Annual review and revision, if needed, of Board Balanced Scorecard to provide foundation for the strategic goal setting process.	Annual review/revision of Board Balanced Scorecard Target: 1 comprehensive review session	1			Reviewed at _____ Workshop (anticipated review at the April, 2019 Board Workshop)
	Annual strategic planning goals reviewed and set	Annual review of strategic planning goals in preparation to support managements annual budget process. Target: 1 session	1			Reviewed _____ (anticipated review at the Fall 2019 Board Workshop)
	Annual District budget review and adoption	Annual budget adoption as presented by District management. Target: Adoption by year end.	1			Budget adopted _____ (anticipated adoption at the Fall 2019 Board Workshop)
	G3 - Responsible Board Representation	Reporter: **McKenna**				
	Board coverage in key regional/national association meetings (WPUDA, APPA, NWPPA, ENW)	Target: 60% for WPUDA for 3 attendees @ 7 meetings	60%	53%	✓	Results through 1st Quarter 2019
		Target: 100% for APPA for 1 attendee @ 2 meetings	100%	50%	✓	Results through 1st Quarter 2019
		Target: 100% for NWPPA for 1 attendee @ 2 meetings	100%	100%	✓	Results through1st Quarter 2019
	Quarterly update based on information from Commissioner Blue Books (tracked by Clerk of Board).	Target: 100% for ENW for 1 attendee @ 4 quarterly mtg.	100%	25%	✓	Results through 1st Quarter 2019
	Attendance at regularly scheduled meetings	Quarterly update based on information from Commissioner Blue Books (tracked by Clerk of Board). Target: 90% attendance.	90%	97%	✓	Results through 1st Quarter 2019
	G4 - Ensure Compliance	Reporter: **Smith**				
	Board appoints 2 members to participate in audit committee (President, VP, and Secretary as alternate)	Annually board appoints 2 members to participate in audit committee. (Pres. & VP, Secretary Alternate) Target: 2 board members appointed	1	1	✓	Completed January 1, 2019
	Annual internal audit committee report & annual update from Internal Auditor	Annual internal audit committee report reviewed & receive audit committee annual update from Internal Auditor Target: 1 Annual review	1	1	✓	Completed February 19, 2019
	E1 - Evaluate Governance Positions	Reporter: **McKenna**				

2019 Board of Commissioners Balanced Scorecard

Indicators, targets and scores -- As of March 31, 2019

	Key Indicator	Basis	Target	YTD	Status	Comments
Enablers	Annual review/revision of Board Governance policy manual and the Code of Ethics	Annual review / revision of Board Governance policies Target: 1 annual review	1			Completed _____ (anticipated completion at the April, 2019 Board Workshop)
	Annual review of Group agreement	Annual review Target : 1 Annual review	1			Completed _____ (anticipated completion at the April, 2019 Board Workshop)
	E2 - Continuously Improve board Member Skills	Reporter: **Bolz**				
	Development of annual training plan and budget	Annually review and update training plan to be used for budget preparation. Target: 1 annual review of plan	1			Completed _____ (anticipated completion at the Fall 2019 Board Workshop)
	Review and update annual training program for newly elected board members	Annually review and update training program for newly elected board members. Target: 1 annual review of program	1			Completed _____ (anticipated completion at the Fall 2019 Board Workshop)

Assignment Key: **Delegate**   **Alternate**

	Date	Ann	Dennis	Randy	Steve	Garry	Qtr Attend	Qtr # Mtg	Actual %	Target %
G3 - Responsible Board Representation										
Committees: Board: Smith			Government Affairs: McKenna			Education: Bolz				
Telecom: Arseneault			Energy: Smith							
Water: Congdon			Communications:							
WPUDA - Jan	Jan	1		1	1					
WPUDA - Feb	Feb			1		1				
WPUDA - Water Mtg	Mar	1								
WPUDA - Mar	Mar	1		1		1	8	15	53%	60%
WPUDA - Water Mtg	April									
WPUDA - Apr	April									
WPUDA - May	no mtg									
WPUDA - June	no mtg						0	5	0%	60%
WPUDA - Water Mtg	June									
WPUDA - July	Jul									
WPUDA - Water Mtg	Sept									
WPUDA - Sept	Sept						0	10	0%	60%
WPUDA - Nov	Nov									
WPUDA - Dec	Dec						0	10	0%	60%
Total by Commissioner:		3	0	3	1	2	8	15	53%	60%
APPA - Leg Rally	Feb			**1**		**1**	2	1	200%	100%
APPA - Annual Conf	June								100%	100%
APPA - Policy Makers	Jul									100%
Quarterly Result							2	1	200%	100%
ENW - Jan			**1**				1	1	100%	100%
ENW - Apr								1	0%	100%
ENW - July								1	0%	100%
ENW - Oct								1	0%	100%
Quarterly Result							1	1	100%	100%
NWPPA - Board meeting	Mar	1					1	1	100%	100%
NWPPA - Education Committee	Feb 19-22	1					1	1	100%	100%
NWPPA - Annual Conference	May 20-24							5	0%	100%
NWPPA - Board meeting	Sept							1	0%	100%
Quarterly Result							2	2	100%	
G3 - Responsible Board Representation										
Attendance at Regularly Scheduled meetings										
Board Meeting	1/7	1	1	1	1	1				
	1/21	1	1	1	1	1				
	2/4	1	1	1	1	1				
	2/19	B	1	1	1	1				
	3/4	1	1	1	1	1				
	3/18	1	1	1	1	1	29	30	97%	90%
	4/1									
	4/15									
	5/6									
	5/20									
	6/3									
	6/17						0	30	0%	90%

Assignment Key: | Delegate | | Alternate |

Date	Ann	Dennis	Randy	Steve	Garry	Qtr Attend	Qtr # Mtg	Actual %	Target %
7/1									
7/15									
8/5									
8/19									
9/3									
9/16							0	30	0%	90%
10/7									
10/21									
11/4									
11/18									
12/2									
12/16							0	30	0%	90%
Total by Commissioner:	5	6	6	6	6				
% by Commissioner:	21%	25%	25%	25%	25%			24%	90%

INFORMATIONAL ONLY - NOT TO BE REPORTED ON THE QUARTERLY REPORT

G3 **- Responsible Board Representation**
Attendance at Special meetings (workshops, subcommittees, and other
     open public meetings).

	Date	Ann	Dennis	Randy	Steve	Garry		
WPUDA-Bd Orientation	1/16		1				\	
Special Commission Mtg	1/21	1	1	1	1	1	|	
PowerEx Visit	1/22-1/25			1			|	
Audit Committee	1/29		1		1		|	
Special Commission Mtg	2/7	1	1	1	1	1	|	1st quarter
NWPPA Executive Committee	2/19	1					|	
Entiat City Council	2/25	1					|	
Wenatchee City Council	2/28		1			1	|	
Cashmere City Council	3/11				1		|	
Leavenworth City Council	3/12				1		|	
Discovery Center Workshop	3/14				1		|	
Cashmere Facilities Open House	3/19				1		|	
Leavenworth Fac. Open House	3/20				1		|	
Audit Committee	3/28				1	1	/	
							\	
							|	2nd quarter
							/	
							\	
							|	3rd quarter
							/	
							\	
							|	4th quarter
							/	

Attendance Key:	
Business Leave	B
Personal Leave	P
Medical Leave	M
Attended by Phone	

BOARD of COMMISSIONERS
Scorecard Matrix

Assignment Key: **Delegate** **Alternate**

	Date	Ann	Dennis	Randy	Steve	Garry	Qtr Attend	Qtr # Mtg	Actual %	Target %
S1 - Tri Commission Regional Stakeholder Meetings										
1st quarter	No Meeting							5	0%	75%
2nd quarter	?							5	0%	75%
3rd quarter	No Meeting							5		75%
4th quarter	?							5	0%	75%
Total by Commissioner:		0	0	0	0	0				
% by Commissioner:		0%	0%	0%	0%	0%			0%	75%
S1 - Mid-C Commissioner / Manager Meeting										
January/February	No Meeting							5	0%	60%
March	3/11		1			1	2	5	40%	60%
July	?							5	0%	60%
November	?							5	0%	60%
Total by Commissioner:		0	1	0	0	1				
% by Commissioner:		0%	25%	0%	0%	25%			10%	60%