2018 Board of Commissioners Balanced Scorecard

Indicators, targets and scores -- As of December 31, 2018

	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%	80%	✔	Results through 4th Quarter 2018
	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%	60%	✔	Results through 4th Quarter 2018
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 Target: 4 quarterly presentations by management completed on time with satisfactory content	4	4	✔	Quarterly Energy Res Updates: 2/5, 4/30, 8/20,11/19 Quarterly Financial Reviews: 2/20, 5/14, 8/6, 11/5 Quarterly Load Forecast Updates: 1/8, 4/2, 7/9, 10/15 Generation and Transmission, Utility Services and Fiber operating updates, HDL, Large Load, Quarterly load Forecasts-ongoing
G1 - Ensure Effective Execution	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	4	✔	2017 4th Qtr reviewed January 22, 2018 2018 1st Qtr reviewed April 16, 2018 2018 2nd Qtr reviewed July 23, 2018 2018 3rd Qtr reviewed October 15, 2018
	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	✔	LED Streetlight Rate update January 8, 2018 HDL Moratorium March 19, 2018 HDL Moratorium Continuation May 14, 2018 Insurance Program Renewal June 4, 2018 Cryptocurrency Rate info 11/5, 11/19, 12/3
	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	2	✔	First review on February 5, 2018 Second review on June 26, 2018
	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	1	✔	Completed December 17, 2018

Note: **G1 - Ensure Effective Execution** Reporter: **Bolz**

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	Key Indicator	Basis	Target	YTD	Status	Comments
Internal	**G2 - Approve Strategy & Business Planning**	Reporter: **Smith**				
	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	1	✓	Reviewed at February 5, 2018 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	1	✓	Reviewed January 8, 2018
	Annual District budget review and adoption	Annual budget adoption as presented by District management. Target: Adoption by year end.	1	1	✓	Budget adopted December 3, 2018
	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%	68%	✓	Results through 4th Qtr 2018
		Target: 100% for APPA for 1 attendee @ 2 meetings	100%	100%	✓	Results through 4th Qtr 2018
		Target: 100% for NWPPA for 1 attendee @ 2 meetings	100%	100%	✓	Results through 4th Qtr 2018
	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%	50%	✓	Results through 4th Qtr 2018 (Unable to attend Q1 ENW Mtg due to scheduling conflicts)
	Attendance at regularly scheduled meetings	Quarterly update based on information from Commissioner Blue Books (tracked by Clerk of Board). Target: 90% attendance.	90%	95%	✓	Results through 4th Qtr 2018
	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, 2018
	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 20, 2018

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Indicators, targets and scores -- As of December 31, 2018

	Key Indicator	Basis	Target	YTD	Status	Comments
Enablers	**E1 - Evaluate Governance Positions**	Reporter: **McKenna**				
	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	1	✔	Completed February 5, 2018
	Annual review of Group agreement	Annual review Target : 1 Annual review	1	1	✔	Completed February 5, 2018
	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	1	✔	Determined no changes, Completed October 1, 2018
	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	1	✔	Completed October 1, 2018

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	6/5		1	1	1	1	4	5	80%	75%
3rd quarter	No Meeting							5		75%
4th quarter	11/20	1		1	1	1	4	5	80%	75%
Total by Commissioner:		1	1	2	2	2				
% by Commissioner:		100%	100%	200%	200%	200%			80%	75%
S1 - Mid-C Commissioner / Manager Meeting										
January/February	No Meeting								#DIV/0!	60%
March	3/12	1	1	1			3	5	60%	60%
July	7/30		1	1	1	1	4	5	80%	60%
November	11/13			1		1	2	5	40%	60%
Total by Commissioner:		1	2	3	1	2				
% by Commissioner:		25%	50%	75%	25%	50%			60%	60%

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

	Date	Ann	Dennis	Randy	Steve	Garry	Qtr Attend	Qtr # Mtg	Actual %	Target %
G3 - Responsible Board Representation										
Committees: Board: Smith / Telecom: Arseneault / Water: Congdon				Government Affairs: McKenna / Energy: Smith / Communications:			Education: Bolz			
WPUDA - Water Mtg	Mar	1								
WPUDA - Jan	Jan	1	1	1	1					
WPUDA - Feb	Feb		1	1		1				
WPUDA - Mar	Mar		1	1		1	10	15	67%	60%
WPUDA - Water Mtg										
WPUDA - Apr	April	1		1		1	3			
WPUDA - May	no mtg									
WPUDA - June	no mtg						3	5	60%	60%
WPUDA - Water Mtg	June	1								
WPUDA - July	Jul			1		1				
WPUDA - Sept	Sept				1	1				
WPUDA - Water Mtg	Sept	1					6	10	60%	60%
WPUDA - Nov	Nov	1	1	1	1	1				
WPUDA - Dec	Dec			1	1	1	8	10	80%	60%
Total by Commissioner:		6	4	7	4	7	27	40	68%	60%
APPA - Leg Rally			1			1	2	1	100%	100%
APPA - Annual Conf			1				1	1	100%	100%
APPA - Policy Makers	Jul					1	1	1	100%	100%
Quarterly Result							3	2	100%	
ENW - Jan							0	1	0%	100%
ENW - Apr			1				1	1	100%	100%
ENW - July							0	1	0%	100%
ENW - Oct			1				1	1	100%	100%
Quarterly Result							2	4	50%	
NWPPA - Board meeting	Mar	1					1	1	100%	100%
NWPPA - Education Committee							0	1	0%	100%
NWPPA - Annual Conference	May 20-24	1	1	1	1	1	5	5	100%	100%
NWPPA - Board meeting	Sept	1					0	1	0%	100%
Quarterly Result							6	8	75%	
G3 - Responsible Board Representation										
Attendance at Regularly Scheduled meetings										
Board Meeting	1/8	1	1	1	1	1				
	1/22	1	1	1	1	1				
	2/5	1	1	1	1	1				
	2/20	1	1	1	1	1				
	3/5	1	1	1	1	1				
	3/19	1	1	1	1	1	30	30	100%	90%
	4/2	1	1		1	1				
	4/16	1	1	1	1	1				
	4/30	1	1	1	1	1				
	5/14	1	1	1	1	1				
	6/4	1	1	1	1	1				
	6/25	1	1	1	1	1				
							29	30	97%	90%

BOARD of COMMISSIONERS
Scorecard Matrix

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

Date	Ann	Dennis	Randy	Steve	Garry	Qtr Attend	Qtr # Mtg	Actual %	Target %
7/9	1	P	1	1	1				
7/23	1	1	1	1	B				
8/6	1	P	1	1	1				
8/20	1	1	1	1	1				
9/4	1	1	P	1	1				
9/17	1	1	1	1	1				
						26	30	87%	90%
10/1	1	1	1	1	1				
10/15	1	1	1	1	1				
11/5	1	1	1	1	1				
11/19	1	1	1	1	1				
12/3		1	1	1	1				
12/17	1	1	1	1	1				
						29	30	97%	90%
Total by Commissioner:	23	22	22	24	23				
% by Commissioner:	96%	92%	92%	100%	96%			95%	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		
Mid-C Meeting	3/12	1	1	1			\	
							|	1st quarter
Strategy Partners	4/12		1	1		1	\	
Joint Grant & Chelan PUD	4/13		1			1	|	
Skaha Hatchery Visit	5/2				1		|	
Lake Chelan Watershed Mtg	6/13	1					|	
GM Midpoint Review meeting	6/26	1	1	1	1	1	|	2nd quarter
CCPUD Audit Committee	6/28		1			1	/	
Commissioner HPI Training	8/20	1	1	1	1	1	\	
Board HPI Training	8/20	1	1	1	1	1	|	
Conf Call w/Gov's office	9/5					1	|	3rd quarter
WPUDA Water Comm. Awards Mtg	9/10		1				|	
Lake Chelan Watershed Mtg	9/12	1					|	
CCPUD Audit Committee	9/27				1	1	/	
Board Workshop	10/1	1	1	1	1	1	\	
Meet w/Uganda delegation	10/9			1			|	
RR Discovery Ctr Workshop	10/9	1			1		|	
Partners for Economic Dev. Breakfast	10/11			1	1		|	
WPUDA Budget Meeting	10/18			1			|	
Tour RR w/State Senate Energy Comm.	10/29		1				|	4th quarter
CCPUD Audit Committee	11/26		1	1			|	
Regional Water Meeting	12/4					1	|	
Lake Chelan Watershed Mtg	12/12	1					|	
Re-Wire Conference	12/13			1			/	

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