2016 Board of Commissioners Balanced Scorecard

Indicators, targets and scores -- As of December 31, 2016



	Key Indicator	ndicator Basis		YTD Status		Comments		
	S1 - Sustain Our Public Partnership	Reporter: Congdon						
Stakeholder	Board attendance at stakeholder, advocacy or special interest group meetings vs. planned attendance	Quarterly update based on information from Commissioner Blue Books (tracked by Clerk of Board) Target: 75% attendance at assigned groups	75%	80%	✓	Results through 4th quarter 2016		
Sta	Attendance at quarterly Mid-C commissioners/managers meeting	Quarterly update based on information from Commissioner Blue Books (tracked by Clerk of Board) Target: 75% attendance at all meetings	60%	80%	✓	Results through 4th quarter 2016		
	F1 - Maintain Strong Financial Stewardship	Reporter: Bergren						
Financial	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	√	*2015 4th Qtr Finance & Energy Resource updates provided Feb 2 and 16th, 2016 *2016 1st Qtr Finance and Energy Resource updates provided May 2 and 16th, 2016 *2016 2nd Qtr Finance and Energy Resource updates provided August 15, 2016 *2016 3rd Qtr Finance & Energy Resource updates provided November 7, 2016 Generation & Transmission, Utility Services and Fiber operating updates - ongoing		
	G1 - Ensure Effective Execution	Reporter: Smith						
	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	√	2015 4th Qtr reviewed Jan 18, 2016 2016 1st Qtr reviewed April 18, 2016 2016 2nd Qtr reviewed July 18th 2016 2016 3rd Qtr reviewed October 17, 2016 2016 4th Qtr scheduled January 16, 2017		
	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	✓	*High Density Load Meetings, Jan 4,5,12,18th February 1, March 21, June 6, 2016. *Community Forum Feb 3, Public Hearing Feb 16th. *Fiber Rates presented on Sept 20, 2016 *Annual Investment & Banking policy update Nov 7, 2016 *Annual Utility fees and charges update Nov 21, 2016		
	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	√	YE Review completed Jan 19th 2016 Mid-year review completed July 18, 2016		

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Key Indicator			YTD	Status	Comments
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	✓	Annual review was performed on August 1, 2016
G2 - Approve Strategy & Business Planning	Reporter: Bolz				
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 January 19, 2016 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	√	Annual update reviewed with General Manager in January
Annual District budget review and adoption	Annual budget adoption as presented by District management. Target: Adoption by year end.	1	1	✓	Budget Adopted December 5, 2016
G3 - Responsible Board Representation	Reporter: Arseneault				
Board coverage in key <u>regional/national</u> association meetings (WPUDA, APPA, NWPPA, ENW)	Target: 60% for WPUDA for 3 attendees @ 7 meetings	60%	64%	✓	Results through 4th quarter 2016
	Target: 100% for APPA for 1 attendee @ 2 meetings	100%	100%	✓	Results through 4th quarter 2016
	Target: 100% for NWPPA for 1 attendee @ 2 meetings	100%	100%	✓	Results through 4th quarter 2016
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%	100%	✓	Results through 4th quarter 2016
Attendance at regularly scheduled meetings	Quarterly update based on information from Commissioner Blue Books (tracked by Clerk of Board). Target: 90% attendance.	90%	96%	✓	Results through 4th quarter 2016
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 Jan 4, 2016
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 Feb 1, 2016

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	Key Indicator	Basis	Target	YTD	Status	Comments			
	E1 - Evaluate Governance Positions	Reporter: Bergren							
	Annual review/revision of Board Governance policy manual and the Code of Ethics	I Annual review / revision of Board Governance policies Target: 1 annual review	1	1	✓	Completed Jan 19, 2016			
	Annual review of Group agreement	Annual review Target : 1 Annual review	1	1	√	Completed Jan 19, 2016			
nablers	Annual review of Board performance	Annual review of Board performance. Target: 1 annual review	1			To be completed by year-end 2016			
끕	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			2017 Budget set at workshop on August 23, 2016 Training Plan in progress			
	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, training starts January 9, 2017			

BOARD of COMMISSIONERS

Scorecard Matrix

Assignment Key:

Delegate

Alternate

C1		Date	Ann	Dennis .	Randy	Carnan	Garry	Qtr Attend	Qtr # Mtg	Actual %	Target %
S1 - Tri Commissio	n Region								_		
1st quarter		3/1	U	1	1	1	1	4	5	80%	75%
2nd quarter		No Meeting									
3rd quarter		8/30	1	1	1	1		4	5	80%	75%
4th quarter		12/13	1	1	1	Р	1				
To	•	nmissioner: nmissioner:	2 100%	3 150%	3 150%	2 100%	2 100%			80%	75%
S1 - Mid-C Commi	ssioner /	Manager M	leeting								
January		No Meeting						1			60%
April		4/11	1	1	1	1	1	5	5	100%	60%
September		9/26	1		1	1		3	5	60%	60%
no meeting 3rd Qtr											
Tot	tal by Com	missioner:	2	1	2	2	1				
	% by Com	missioner:	100%	50%	100%	100%	50%			80%	60%

BOARD of COMMISSIONERS

Qtr

Qtr

Actual

Target

Assignment Key: Delegate Score Alternate x

	Date	Ann	Dennis	Randy	Carnan	Garry	Attend	# Mtg	%	%
G3 - Responsible Board Repres	entation									
Committees:					ent Affairs: A	Arseneault		Education	: Bolz	
	Telecom: Be	_		Energy: Sn						
	Water: Cong		1 .	T	cations: Ber		ı	T	1 1	
WPUDA - Jan	Jan	<u>M</u>	1	1	1	1				
WPUDA - Feb	Feb	1	1	1	1	1	40	45	000/	600/
WPUDA - Mar	Mar	В	1	1	В	1	12	15	80%	60%
WPUDA - Apr	April	1	1	1	1	1				
WPUDA - May	no meeting								1000/	500/
WPUDA - June	no meeting						5	5	100%	60%
WPUDA - July	Jul		1	1		1				
WPUDA - Sept	Sept		1	1			_	4.5	220/	600/
WPUDA - Water	Sept					4	5	15	33%	60%
WPUDA - Nov	Nov		1	1		1				
WPUDA - Dec	Dec	1	1	1		1				
Total by Co	mmissioner:	3	8	8	3	7	22	35	63%	60%
APPA - Leg Rally	3/9		1	1		1	3	2	100%	100%
APPA - Annual Conf	6/12			1		1	1	1	100%	100%
APPA - Policy Makers	7/9	1					1	1	100%	100%
									<u> </u>	
ENW - Jan	1/27				1					
ENW - Mar	3/23				1		4	4	1000/	4.000/
ENW - April	4/26				1		1	1	100%	100%
ENW - Oct	10/25				1					
NWPPA - Board meeting	3/9	1								
NWPPA - Education Committee	3/23	1					2	2	100%	100%
NWPPA - Annual Conference	5/16	1					1	1	100%	100%
NWPPA - Board meeting	9/7	1					1	1	100%	100%
NWPPA - Board meeting	10/12	1					1	1	100%	100%
G3 - Responsible Board Repres	ontation									
Attendance at Regularly Schedul				*"D" ic no	ot counted	"M" and	I R'' are co	untod		
Board Meeting	1/4	1	1	1 1	1	1		Tantea.	<u> </u>	
Board Wiccering	1/18	1	1	1	1	1				
	2/1	1	1	P	1	1				
	2/16	1	1	1	1	1				
	3/7	Р	В	Р	1	1				
	3/21	1	1	1	1	1	27	30	90%	90%
	4/4	1	1	1	1	1				
	4/18 5/2	1	1	1	1	1				
	5/16	1 B	1	1	1	1				
	6/6	1	1	1	1	1				
	6/20	1	1	1	1	1	29	30	97%	90%
	7/5	1	1	1	1	1		1		
	7/18	1	1	1	1	1				
	8/1	1	1	1	1	1	1			
	8/15	1	1	1	1	1				
	9/7	1	1	Р	1	1				
	9/20	1	1	1	1	Р	30	30	100%	90%
	10/3	1	1	1	1	1				

BOARD of COMMISSIONERS

Delegate Score Alternate X Assignment Key: Qtr Qtr Actual **Target** Dennis Randy Garry Attend # Mta % % Date Ann Carnan 10/17 11/7 1 1 1 11/21 12/5 90% 12/19 30 30 100% 1 1 1 1 23 22 21 Total by Commissioner: 23 23

% by Commissioner: 128% 128% 122% 11/% 128% 96% 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). Rate Info - Leavenworth 1/4 1/5 1 1 1 Rate Info - Chelan 1 1 Rate Info - HQ 1/12 1 1 1 1 1 Workshop 1/19 1 1 1 1 1 Audit committee 1/26 1 1 HDL - HQ 2/3 1 1 1 1 1 Lake Chelan Watershed 2/10 1 Lake Chelan Boat Club 2/16 1 1st quarter Peshastin Comm meeting 2/11 1 Governor Discussion - Alcoa 2/26 1 1 3/1 1 Peshastin Watershed 1 Chamber Banquet 3/3 **Audit Committee** 3/22 1 Lake Chelan Watershed 3/22 1 3/22 Whispering Ridge Public 1 Strategy Parnters 1 year & Board Workshop 4/21 1 1 1 1 1 **Regional Water Community** 4/27 1 1 1 В 1 Chelan Substation Community 5/24 1 Ρ 1 1 1 5/25 1 1 1 1 2nd quarter Regional Water Rights Community 1 2016 Audit Committee 6/28 1 1 Community 1 Р 1 1 6/28 1 Retiree Luncheon 1 7/21 1 1 1 1 **Board Workshop** 8/23 1 1 1 1 1 1 Chelan Substation Community 8/24 1 3rd quarter 1 9/8 1 Lady of the Lake Audit committee 9/27 1 1 Alcoa special meeting 10/20 1 1 1 1 1 WPUDA 10/12 1 Leavenworth Substation Community 11/2 4th quarter 1 Special meeting - 12th District Delegation 12/12 1 1 1

1

1

1

Attendance Key:

1

12/20

Business Leave
Personal Leave
Medical Leave
M

B1-B4 special board meeting