

2020 Board of Commissioners Balanced Scorecard

Indicators, targets and scores -- As of September 30, 2020

	On Track
	Not in Compliance
	Starts in Future

	Key Indicator	Basis	Annual Target	YTD Actual	Comments
Stakeholder	S1 - Sustain Our Public Partnership	Reporter: Congdon			
	Board attendance at Tri-Commission Regional Stakeholder Meetings	Three times per year - update based on information from Commissioner Blue Books (tracked by Clerk of Board) Target: 75% attendance at all meetings	75%	100%	Results through 3rd Quarter 2020 (March meeting cancelled due to COVID19)
	Attendance at quarterly Mid-C commissioners/managers meeting	Three times per year - update based on information from Commissioner Blue Books (tracked by Clerk of Board) Target: 60% attendance at all meetings	60%	0%	Results through 3rd Quarter 2020 (No meeting held in 1st, 2nd, or 3rd quarter due to COVID19)
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	3	Quarterly Energy Res Updates: 2/18, 5/11, 8/17 Quarterly Financial Reviews: 2/3, 5/11, 8/3 Quarterly Load Forecast Updates: 1/20, 4/13, 7/6 Generation and Transmission, Utility Services and Fiber operating updates, HDL, Large Load - ongoing
G1 - Ensure Effective Execution	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 (S1, F1, G1-3, E1-2).	Quarterly review of Balanced Scorecard objectives & indicator results by Reporter. Target: 4 quarterly reviews	4	3	2019 4th Qtr reviewed 1/20/20 2020 1st Qtr reviewed 5/13/20 (at Board Workshop) 2020 2nd Quarter reviewed 7/20/20
	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	ongoing	ongoing	Rates Planning 1/6, 1/20 Stehekin - IRP 1/20, Battery Storage 7/6 Rates Public Hearing 2/3 2020 Bond Issuance 3/16 Low Income Program Assessment 3/30 PPB Criteria and General Updates 3/30, 6/1, 9/8 Integrated Resource Plan 5/11, 6/15 Rock Island Early Action Projects 6/15 Transmission Rates 6/15 Low-Income Conservation Program 6/15 Fiber Expansion Acceleration - 8/3, 8/17 Infrastructure Cost Recovery Approach - 8/3
	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	2019 Annual review completed 2/6/20 2020 Midpoint review completed 7/6/20

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Internal	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 4/13/20
	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	Completed 5/13/20
	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	Completed 5/13/20
	Annual District budget review and adoption	Annual budget adoption as presented by District management. Target: Adoption by December 10 (per Board Resolution)	1	0	(presented for approval in December, 2020)
	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%	81%	Results through 3rd Quarter 2020
		Target: 100% for APPA for 1 attendee @ 2 meetings	100%	200%	Results through 3rd Quarter 2020 (2 attendees at 2 meetings for additional learning)
		Target: 100% for NWPPA for elected board member @ 2 board meetings	100%	50%	Results through 3rd Quarter 2020
		Target: 60% for NWPPA for attendees @ 1 annual conference	60%	20%	Annual Conference held in September due to COVID19. One attendee at Annual Conference.
		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%
	Attendance at regularly scheduled meetings	Quarterly update based on information from Commissioner Blue Books (tracked by Clerk of Board). Target: 90% attendance.	90%	100%	Results through 3rd Quarter 2020

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	Key Indicator	Basis	Annual Target	YTD Actual	Comments
	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	0	(scheduled for completion in December)
	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 2/18/20
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 5/13/20
	Annual review of Group agreement	Annual review Target : 1 Annual review	1	1	Completed 5/13/20
	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	0	(scheduled for completion at Fall 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	0	(scheduled for completion at Fall workshop)

BOARD of COMMISSIONERS

Scorecard Matrix

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 - Jan	Jan			1	1	1	3	5			
WPUDA - Feb	Feb			1	1	1	3	5			
WPUDA - Water Workshop (call)	Mar	1					1	1			
WPUDA - Mar	No mtg	Cancelled due to Coronavirus					0	0			
1st Quarter Year to Date							7	11	64%	60%	
WPUDA - Water Mtg (if needed)	April						0				
WPUDA - Apr	April	1		1		1	3	5			
WPUDA - May	no mtg						0				
WPUDA - June	June	1	1	1	1	1	5	5			
2nd Quarter Year to Date							15	21	71%	60%	
WPUDA - Water Mtg (if needed)	Jul						0				
WPUDA - July	Jul	1	1	1	1	1	5	5			
WPUDA - Water Mtg (if needed)	Sept						0				
WPUDA - Sept	Sept	1	1	1	1	1	5	5			
3rd Quarter Year to Date							25	31	81%	60%	

APPA - Leg Rally	Feb			1		1	2	1	200%	100%
APPA - Annual Conf (Virtual)	June			1		1	2	1	200%	100%
Year to date							4	2	200%	100%

Energy Northwest	Jan					1	1	1	100%	100%
Energy Northwest	April					1	1	1	100%	100%
Energy Northwest	Aug					1	1	1	100%	100%
Energy Northwest	October						0	1	0%	100%
Year to date							3	4	75%	100%

NWPPA - Board meeting	Mar	1					1	1	100%	100%
NWPPA - Education Committee	Feb						0		-	100%
NWPPA - Annual Conf. - postponed	Sept	1					1	5	20%	100%
NWPPA - Board meeting	Sept						0	1	0%	100%
Year to date							2	7	29%	100%

	Date	Ann	Dennis	Randy	Steve	Garry	Qtr Attend	Qtr # Mtg	Actual %	Target %
G3 - Responsible Board Representation										
Attendance at Regularly Scheduled meetings										
Board Meeting	1/6	1	1	1	1	1	5	5		
	1/20	1	1	1	1	1	5	5		
	2/3	1	1	1	1	1	5	5		
	2/18	1	1	1	1	1	5	5		
	3/2	1	1	1	1	1	5	5		
	3/16	1	1	1	1	1	5	5		
	3/30	1	1	1	1	1	5	5		
1st Quarter Year to Date							35	35	100%	90%
	4/13	1	1	1	1	1	5	5		
	4/27	1	1	1	1	1	5	5		
	5/11	1	1	1	1	1	5	5		
	6/1	1	1	1	1	1	5	5		

BOARD of COMMISSIONERS

Scorecard Matrix

	6/15	1	1	1	1	1	5	5		
2nd Quarter Year to Date							60	60	100%	90%
	7/6	1	1	1	1	1	5	5		
	7/20	1	1	1	1	1	5	5		
	8/3	1	1	1	1	1	5	5		
	8/17	1	1	1	1	1	5	5		
	9/8	1	1	1	1	1	5	5		
	9/21	1	1	1	1	1	5	5		
3rd Quarter Year to Date							90	90	100%	90%
Total by Commissioner:		18	18	18	18	18				
% by Commissioner:		100%	100%	100%	100%	100%				

Attendance Key:

Business Leave	B
Personal Leave	P
Medical Leave	M
Attended by Phone	

BOARD of COMMISSIONERS

Scorecard Matrix

Date Ann Dennis Randy Steve Garry

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).

Meeting w/Manson Reclamation	1/2	1				
Manson Rec & Parks meeting	1/7				1	
Mtg with County & Port Commissioners	1/8					1
Manson Rec & Parks tour	1/10	1				
Upper Valley Commissioners mtg	1/10			1	1	
Meeting w/Manson Reclamation	1/13	1				
Mtg w/Douglas PUD Commissioners	1/16					1
Chelan Douglas Land Trust Meeting	1/21	1				
Audit Committee meeting	1/28	1			1	
Safety meeting	1/28				1	
Upper Valley Commissioners mtg	2/4			1	1	
Special Board Meeting	2/6	1	1	1	1	1
Wenatchee World Forum	2/19					1
WPUDA Water Workshop Planning Call	2/19	1				
Constituent meeting	2/21	1				
Constituent meeting	2/26		1			
Meeting w/Port	3/4	1				
Constituent meeting	3/9	1				
Constituent calls	3/13		1			
Constituent meeting	3/15	1				
WPUDA Water Call	3/20	1				
WPUDA Executive Committee Call	3/24			1		
Constituent calls	3/25					1
Constituent call	3/27					1
Call re: Lake Chelan Research Institute	3/31	1				
Audit Committee meeting	3/31				1	1
WPUDA Water Committee call	4/2	1				
WPUDA Water Committee call	4/9	1				
WPUDA Water Committee call	4/16	1				
APPA Policy Makers Call	4/21			1		
Discovery Center Design Meeting	4/22	1				
WPUDA Water Committee call	4/23	1				
WPUDA Water Committee call	4/30	1				
Mtg w/County & Port Commissioners	5/6					1
Chamber Recovery Council	5/7					1
WPUDA Water Committee call	5/7	1				
Board Workshop	5/13	1	1	1	1	1
Chamber Recovery Council	5/14					1
WPUDA Water Committee call	5/14	1				
WPUDA Strategic Comm. Mtg	5/15		1	1	1	1
Mtg w/County & Port Commissioners	5/20					1
WPUDA Annual Meeting	5/22		1	1	1	1
Chamber Recovery Council	5/28					1
WPUDA Water Committee call	5/28	1				
Mtg with County & Port Commissioners	6/3					1
Chamber Recovery Council	6/4					1
WPUDA Water Committee call	6/4	1				
Watershed Planning Meeting	6/10	1				
Chamber Recovery Council	6/11					1
Meeting with constituent	6/16	1				
Mtg with County & Port Commissioners	6/17					1
APPA Policy Makers Call	6/24			1		
Chamber Recovery Council	6/25					1

1st quarter

2nd quarter

BOARD of COMMISSIONERS

Scorecard Matrix

Call with constituent	6/26			1	
Meeting with Chelan Research Institute	6/26	1			
Audit Committee meeting	6/30			1	1
Water Advisory Group Meeting	6/30	1			
Mtg with County & Port Commissioners	7/1				1
Chamber Recovery Council	7/2				1
Chamber Recovery Council	7/9				1
APPA Policy Makers	7/13			1	
Mtg with County & Port Commissioners	7/15				1
Keep It Blue - Lake Chelan Taskforce	7/16	1			
APPA Policy Makers	7/21			1	
Congressional Meetings	7/21,22			1	
Chamber Recovery Council	7/23				1
Wenatchee City Council Mtg	7/23				1
WPUDA Water Call	7/23	1			
Chamber Recovery Council	7/30				1
WPUDA Water Call	7/30	1			
NWPPA call	8/5	1			
Chamber Recovery Council	8/6				1
WPUDA Water Call	8/6	1			
Mtg with County & Port Commissioners	8/12				1
Chamber Recovery Council	8/13				1
WPUDA Water Call	8/13	1			
Upper Valley Commissioners mtg	8/14			1	1
Chamber Recovery Council	8/20				1
WPUDA Water Call	8/20	1			
Mtg with County & Port Commissioners	8/26				1
APPA call with Joy Ditto	8/27			1	
Chamber Recovery Council	8/27				1
Lake Chelan Water Planning Meeting	9/9	1			
NWPPA Government Relations Mtg	9/9	1			
Mtg with County & Port Commissioners	9/9				1
Chamber Recovery Council	9/10				1
Upper Valley Commissioners mtg	9/18			1	
Mtg with County & Port Commissioners	9/23				1
Bellingham Forum - Broadband Rndtble	9/23				1
Peshastin Wastewater Meetings	9/23			1	1
Chamber Recovery Council	9/24				1
Chamber Leadership Meeting	9/25				1
WPUDA Water Workshop	9/29,30	1			
Regional Water Meeting	9/30				1

3rd quarter

BOARD of COMMISSIONERS

Scorecard Matrix

	Date	Ann	Dennis	Randy	Steve	Garry	Qtr Attend	Qtr # Mtg	Actual %	Target %	
S1 - Tri Commission Regional Stakeholder Meetings (held 3 times per year)											
Meeting 1 (Jan-Apr)	No mtg	cancelled due to Coronavirus								-	75%
Meeting 2 (May-Aug)	8/11	1	1	1	1	1	5	5	100%	75%	
Meeting 3 (Sept-Dec)	11/24						0		-	75%	
Total by Commissioner:		1	1	1	1	1	5	5	100%	75%	
% by Commissioner:		20%	20%	20%	20%	20%					

S1 - Mid-C Commissioner / Manager Meeting (held 3 times per year)											
Meeting 1 (Jan-Apr)	No mtg	cancelled due to Coronavirus								-	60%
Meeting 2 (May-Aug)	No mtg	cancelled due to Coronavirus								-	60%
Meeting 3 (Sept-Dec)	date								-	60%	
Total by Commissioner:		0	0	0	0	0	0	0	#DIV/0!	60%	
% by Commissioner:		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!					