

# 2024 Board of Commissioners Balanced Scorecard

Indicators, targets and scores - March 31, 2024

	On Track
	Needs Attention
	Starts in Future

	Key Indicator	Basis	Annual Target	YTD Actual	Comments
Stakeholder	<b>S1 - Sustain Our Public Partnership</b>				
	Board attendance at Tri-Commission Regional Stakeholder Meetings	Three times per year - update based on information from Commissioner Blue Books Target: 75% attendance at all meetings	75%	80%	Results through Q1 2024
	Attendance at quarterly Mid-C commissioners/managers meeting	Three times per year - update based on information from Commissioner Blue Books Target: 60% attendance at all meetings	60%	40%	Results through Q1 2024 (due to scheduling conflicts for several Commissioners)
Financial	<b>F1 - Maintain Strong Financial Stewardship</b>				
	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	1	<p style="text-align: center;"><b>Quarterly Updates</b></p> <p style="text-align: center;">Energy Resources: 2/20 Financial: 2/20 Load Forecasts: 3/18</p> <p style="text-align: center;">Generation and Transmission, Utility Services and Fiber and operating updates ongoing</p>
	<b>G1 - Ensure Effective Execution</b>				

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Internal	Quarterly review of Board balanced scorecard status. The Clerk of the Board will review exceptions.	Quarterly review of Balanced Scorecard objectives & indicator results by Reporter. Target: 4 quarterly reviews	4	1	Q4 2023 report reviewed 1/22/24
	Annual review of policies / strategic direction: 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	Fiber Expansion: 1/26 Peshastin Water Dist: 2/5, 2/20, 3/18
	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	Annual Review completed 2/6/24
	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 completed 2/5/24

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Internal	<b>G2 - Approve Strategy &amp; Business Planning</b>				
	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		Anticipated completion at Fall Workshop
	Annual strategic planning goals reviewed and set	Annual review of strategic planning goals in preparation to support management's annual budget process. Target: 1 session	1		Anticipated completion at Spring Workshop
	Annual District budget review and adoption	Annual budget adoption as presented by District management. Target: Adoption by December 10 (per Board Resolution)	1		presented for approval in December
	<b>G3 - Responsible Board Representation</b>				
	Board coverage in key regional/national association meetings (WPUDA, APPA, NWPPA, ENW)	Target: 60% for WPUDA for 3 attendees @ 7 meetings	60%	87%	Results through Q1 2024
		Target: 100% for APPA for 1 attendee @ 2 meetings	100%	400%	Results through Q1 2024 (4 attendees at Legislative Rally for additional learning)
		Target: 60% for NWPPA for attendees @ annual conference	60%		Conference scheduled in May
		Target: 100% for ENW for 1 attendee @ 4 quarterly mtg.	100%	0%	Results through Q1 2024 (due to miscommunication on rep change for 2024)
	Quarterly update based on information from Commissioner Blue Books.	Quarterly update based on information from Commissioner Blue Books. Target: 90% attendance.	90%	93%	Results through Q1 2024
Attendance at regularly scheduled meetings	Quarterly update based on information from Commissioner Blue Books. Target: 90% attendance.	90%	93%	Results through Q1 2024	

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	Key Indicator	Basis	Annual Target	YTD Actual	Comments
	<b>G4 - Ensure Compliance</b>				
	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		anticipated 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 2/20/24
Enablers	<b>E1 - Evaluate Governance Positions</b>				
	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		Anticipated completion at Spring Workshop
	Annual review of Group agreement	Annual review Target : 1 Annual review	1		Anticipated completion at Spring Workshop
	<b>E2 - Continuously Improve board Member Skills</b>				
	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		Anticipated 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		Anticipated completion at Spring Workshop

**BOARD of COMMISSIONERS**

Scorecard Matrix

Assignment Key:

**Delegate**

**Alternate**

	Date	Garry	Randy	Carnan	Steve	Kelly	Qtr Attend	Qtr # Mtg	Target %	Actual %
<b>S1 - Tri Commission Regional Stakeholder Meetings (held 3 times per year)</b>										
Meeting 1 (Jan-Apr)	3/26		1	1	1	1	4	5	75%	80%
Meeting 2 (May-Aug)							0		75%	-
Meeting 3 (Sept-Dec)							0		75%	-
Total by Commissioner:		0	1	1	1	1	4	5	75%	80%
% by Commissioner:		0%	100%	100%	100%	-				

	Date	Garry	Randy	Carnan	Steve	Kelly	Qtr Attend	Qtr # Mtg	Target %	Actual %
<b>S1 - Mid-C Commissioner / Manager Meeting (held 3 times per year)</b>										
Meeting 1 (Jan-Apr)	3/19			1		1	2	5	60%	40%
Meeting 2 (May-Aug)							0		60%	-
Meeting 3 (Sept-Dec)							0		60%	-
Total by Commissioner:		0	0	1	0	1	2	5	60%	40%
% by Commissioner:		0%	0%	100%	0%	100%				

	Date	Garry	Randy	Carnan	Steve	Kelly	Qtr Attend	Qtr # Mtg	Target %	Actual %
<b>G3 - Responsible Board Representation</b>										
Attendance at key regional and national association meetings										
WPUDA - Jan	Jan			1	1	1	3	5		60%
WPUDA - Feb	Feb	1	1	1	1	1	5	5		100%
WPUDA - Mar	Mar	1	1	1	1	1	5	5		100%
1st Quarter Year to Date							13	15	60%	87%

APPA - Leg Rally	Mar	1	1		1	1	4	1		400%
APPA - Annual Conference	July						0			-
Year to date							4	1	100%	400%

NWPPA - Annual Conference	May						0			-
Year to date							0	0	60%	-

Energy Northwest	Jan						0			-
Energy Northwest	April						0			-
Energy Northwest	July						0			-
Energy Northwest	October						0			-
Year to date							0	0	100%	-

	Date	Garry	Randy	Carnan	Steve	Kelly	Qtr Attend	Qtr # Mtg	Target %	Actual %
<b>G3 - Responsible Board Representation</b>										
Attendance at Regularly Scheduled meetings										
Board Meeting	1/8	P	P	1	1	1	3	5		
	1/22	1	1	1	1	1	5	5		
	2/5	1	1	1	1	1	5	5		
	2/20	1	1	1	1	1	5	5		
	3/4	1	1	1	1	1	5	5		
	3/18	1	1	1	1	1	5	5		
1st Quarter Year to Date							28	30	90%	93%
Total by Commissioner:		5	5	6	6	6				
% by Commissioner:		83%	83%	100%	100%	100%				

Attendance Key:

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

**BOARD of COMMISSIONERS**

Scorecard Matrix

Date    Garry    Randy    Carnan    Steve    Kelly

**\*INFORMATIONAL ONLY - NOT TO BE REPORTED ON THE QUARTERLY REPORT\***

**G3 - Responsible Board Representation**

Attendance at Special meetings

Mtg w/Commissioners Overbay & Etherington	1/3	1				
WPUDA Net Metering Workshop	1/3			1	1	
Elected Women's Luncheon	1/4					1
Mtg w/Commissioners Gering & DeRock	1/5			1		1
Mtg w/Entiat and Chelan Mayors	1/5					1
Upper Valley Commissioners Mtg	1/15				1	
Peshastin Water Community Meeting	1/17				1	
WPUDA Legislative Call	1/18					1
OPPD Site Visit	1/22-25		1		1	
WPUDA Legislative Call	1/25					1
Chamber Business After Hours - PUD hosted	1/25			1		
Board Workshop	1/26	1	1	1	1	1
Line Crew Visit	1/29			1		1
Quarterly Audit Meeting	1/29		1		1	
Board Workshop	2/6	1	1	1	1	1
APPA Policy Makers Call	2/8	1				
Mtg w/State Auditors	2/12		1			
Mtg w/Rep. Steele	2/14					1
Upper Valley Commissioners Mtg	2/23		1		1	
Ravenwing Property Tour	2/23			1	1	
Strategic Planning	2/29			1		
Mtg w/Audubon Society Reps	3/1		1			
Rocky Reach Tour	3/5				1	1
WPUDA Annual Conference Prep	3/6	1				
Rock Island Tour	3/6					1
WPUDA Awards Committee Mtg	3/8		1			
Chelan Valley Republican Women Mtg	3/8			1		
Mtg w/Commissioners Overbay & Etherington	3/13	1				
Dive Team Visit	3/13			1		
Douglas Hydrogen Facility Tour	3/19					1
APPA Policy Makers Call	3/21	1				
Site Visit with Staff	3/22			1		1
Audit Committee	3/25	1			1	
Regional Water Meeting	3/26			1		
Mtg w/Commissioners Overbay & Etherington	3/27	1				
Upper Valley Commissioners Mtg	3/27		1		1	
North Shore Substation Tour	3/27					1
Chelan Douglas Regional Port Economic Dev. Mtg	3/28		1			1
Chelan Douglas Community Action Council	3/28					1
Entiat Forum	3/28					1
Habitat Conservation Plan NNI Celebration	3/29		1	1	1	1

1st quarter