

2021 Board of Commissioners Balanced Scorecard

Indicators, targets and scores -- As of December 31, 2021

	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%	93%	Results through 4th Quarter 2021
	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 4th Quarter 2021 (No meeting held to date in 2021 due to COVID)
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: 2/16, 5/17, 8/16, 11/15 Quarterly Financial Reviews: 2/16, 5/3, 8/16, 11/1 Quarterly Load Forecast Updates: 2/1, 5/3, 7/19, 11/1 Generation and Transmission, Utility Services and Fiber and operating updates ongoing
G1	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	4	2020 4th Qtr reviewed 1/19/21 2021 1st Qtr reviewed 4/19/21 2021 2nd Qtr reviewed 8/2/21 2021 3rd Qtr reviewed 10/18/21

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	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	Rock Island Relicensing: 2/1 Low-Income Program: 3/1, 5/3 Fire Safety Outage Mgmt: 3/1, 4/19, 6/14 Long Term Marketing Strategy: 3/15, 4/19, 12/6, 12/20 501(c)(3) Connection Waiver: 4/5 Resource Adequacy: 4/5, 8/16 Infrastructure Growth Funding: 7/19 Interconnection Agreement: 8/16 Integrated Resource Plan: 10/18, 12/6, 12/20 Clean Energy Implementation Plan: 10/18, 12/6, 12/20 Transmission Policies/Tariff: 10/18, 11/15 Fiber Rate Review: 11/1 Electric Vehicle DC Rate: 11/15, 12/6 Fees and Charges Update: 11/15 Conservation Potential Assessment: 12/6, 12/20 Funding for Growth: 12/6 Identity Theft Prevention Update: 12/6 Commissioner District Boundaries: 12/20, 12/30
	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	2020 Annual review completed 2/2/21 No 2021 Midpoint due to active recruitment process
	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	2020 Annual review completed 6/1/21
	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 9/30/21

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Internal	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	1	Completed 2/2/21	
	Annual District budget review and adoption	Annual budget adoption as presented by District management. Target: Adoption by December 10 (per Board Resolution)	1	1	Budget adopted 12/6/21	
	G3 - Responsible Board Representation		Reporter: McKenna			
	Board coverage in key <u>regional/national</u> association meetings (WPUDA, APPA, NWPPA, ENW)	Target: 60% for WPUDA for 3 attendees @ 7 meetings	60%	95%	Results through 4th Quarter 2021	
		Target: 100% for APPA for 1 attendee @ 2 meetings	100%	150%	Results through 4th Quarter 2021 (2 attendees at 1 meeting for additional learning)	
		Target: 100% for NWPPA for elected board member @ 2 board meetings	100%	100%	Results through 4th Quarter 2021 (Commissioner Congdon's term ended 6/30/21 No further tracking on this item)	
		Target: 60% for NWPPA for attendees @ 1 annual conference	60%	0%	No virtual attendance option offered. In-person travel declined due to COVID risk.	
	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 2021	
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 4th Quarter 2021		

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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	1	2022 Officers appointed 12/20/21
	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 2/16/21
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 2/2/21
	Annual review of Group agreement	Annual review Target : 1 Annual review	1	1	Completed 2/2/21
	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	Completed 9/30/21
	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 9/30/21

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	1	1	5	5			
WPUDA - Feb	Feb	1	1	1	1	1	5	5			
WPUDA - Water Workshop (call)	Mar						0				
WPUDA - Mar	Mar	1	1	1	1	1	5	5			
1st Quarter Year to Date							15	15	100%	60%	
WPUDA - Water Mtg (if needed)	April						0				
WPUDA - Apr	April	1	1	1	1	1	5	5			
WPUDA - May	no mtg						0				
WPUDA - June	no mtg						0				
2nd Quarter Year to Date							20	20	100%	60%	
WPUDA - Water Mtg (if needed)	Jul						0				
WPUDA - July	Jul	1	1		1	1	4	5			
WPUDA - Water Mtg (if needed)	Sept						0				
WPUDA - Sept	Sept	1	1	1	1	1	5	5			
3rd Quarter Year to Date							29	30	97%	60%	
WPUDA - Nov	Nov	1	1	1	1	1	5	5			
WPUDA - Dec (Annual Conf)	Dec	1	1		1	1	4	5			
4th Quarter Year to Date							8	8	95%	60%	
APPA - Leg Rally	Mar				1	1	2	1	200%	100%	
APPA - Annual Conf (Virtual)	July					1	1	1	100%	100%	
Year to date							3	2	150%	100%	
Energy Northwest	Jan				1		1	1	100%	100%	
Energy Northwest	April				1		1	1	100%	100%	
Energy Northwest	July				1		1	1	100%	100%	
Energy Northwest	October				1		1	1	100%	100%	
Year to date							4	4	100%	100%	
NWPPA - Board meeting	Mar	1					1	1	100%	100%	
NWPPA - Board meeting	May	1					1	1	100%	100%	
Year to date							2	2	100%	100%	
NWPPA - Annual Conf. - postponed	Sept						0	1	0%	100%	
Year to date							0	1	0%	100%	

BOARD of COMMISSIONERS
Scorecard Matrix

	Date	Ann	Dennis	Randy	Steve	Garry	Qtr Attend	Qtr # Mtg	Actual %	Target %
G3 - Responsible Board Representation										
Attendance at Regularly Scheduled meetings										
Board Meeting	1/4	1	1	1	1	1	5	5		
	1/19	P	1	1	1	1	4	5		
	2/1	1	1	1	1	1	5	5		
	2/16	1	1	1	1	1	5	5		
	3/1	1	1	1	1	1	5	5		
	3/15	1	1	1	1	1	5	5		
1st Quarter Year to Date							29	30	97%	90%
	4/5	1	1	1	1	1	5	5		
	4/19	1	1	1	1	1	5	5		
	5/3	1	1	1	1	1	5	5		
	5/17	1	1	1	1	1	5	5		
	6/1	1	1	1	1	1	5	5		
	6/14	1	1	1	1	1	5	5		
2nd Quarter Year to Date							59	60	98%	90%
	7/6	1	1	P	1	1	4	5		
	7/19	1	1	1	1	1	5	5		
	8/2	1	1	1	1	1	5	5		
	8/16	1	1	1	M	1	4	5		
	9/7	1	1	1	1	1	5	5		
	9/20	1	1	1	1	1	5	5		
3rd Quarter Year to Date							87	90	97%	90%
	10/4	1	1	1	P	1	4	5		
	10/18	1	1	1	1	1	5	5		
	11/1	1	1	1	1	1	5	5		
	11/15	1	1	1	1	1	5	5		
	12/6	1	1	1	1	1	5	5		
	12/20	1	1	1	1	1	5	5		
4th Quarter Year to Date							116	120	97%	90%
Total by Commissioner:		23	24	23	22	24				
% by Commissioner:		96%	100%	96%	92%	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).						
Date	Ann	Dennis	Randy	Steve	Garry	
Mtg w/Comms Overbay & Etherington	1/6					1
Upper Valley Commissioners mtg	1/8			1		
APPA Policy Makers Call	1/11			1		
Keep It Blue meeting	1/12	1				
Mtg w/Comms Overbay & Etherington	1/20					1
Upper Valley Commissioners mtg	1/22				1	
Audit Committee Meeting	1/25			1	1	
APPA Policy Makers Call	1/27			1		
Board Workshop	2/2	1	1	1	1	1
Mtg w/Comms Overbay & Etherington	2/3					1
Civility Pledge Working Group	2/4			1		
WPUDA Water Committee	2/4	1				
WPUDA Water Committee	2/11	1				
NWPPA Awards Committee	2/11	1				
NWPPA Awards Committee	2/24	1				
WPUDA DC Meetings	3/3					1
WPUDA Water Committee	3/4	1				
Seminar - Columbia	3/4-5	1				
Lake Chelan Watershed Planning Unit	3/10					
WPUDA Water Committee	3/11	1				
NWPPA Governance Committee	3/11	1				
Lake Chelan Research Institute	3/26	1				
Audit Committee Meeting	3/30			1	1	
APPA Policy Makers Call	3/30			1		
Mtg w/Comms Overbay & Etherington	3/31					1
WPUDA Water Committee	4/8	1				
Keep It Blue meeting	4/8	1				
Mtg w/Comms Overbay & Etherington	4/14					1
Upper Valley Commissioners mtg	4/22				1	
WPUDA Water Workshop Planning	4/28	1				
Chamber Zoom update	4/28					1
Strategy Partners Update	4/29	1	1	1	1	1
NWPPA Meeting	5/12				1	1
Special Board Meeting	5/13	1	1	1	1	1
Meet w/Comms Gering & Turner	5/18	1				
WPUDA Telecom Workshop	5/19, 20	1				
Upper Valley Commissioners mtg	5/21			1	1	
APPA Policy Makers Call	5/26			1		
Mtg w/Comms Overbay & Etherington	5/26					1
Regional Water Meeting	5/27					1
Malaga Parks Meeting	5/27					1
Meet w/Comms Gering & Turner	6/2	1				
WPUDA Water Committee	6/3	1				
APPA Policy Makers Call	6/9			1		
Mtg w/Comms Overbay & Etherington	6/9					1
Lake Chelan Watershed Planning Unit	6/9	1				
WPUDA Strategic Planning Mtg	6/10					1
WPUDA Water Committee	6/10	1				
Rock Island Facilities Dedication	6/17		1	1	1	
Columbia Long-Term Water Mtg	6/17	1				
Stehekin Update	6/22	1			1	
WPUDA Water Committee	6/24	1				
Upper Valley Commissioners mtg	6/25			1		
Audit Committee Meeting	6/29			1	1	
APPA Policy Makers Call	6/29			1		

1st quarter

2nd quarter

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Scorecard Matrix

Date Ann Dennis Randy Steve Garry

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G3 - Responsible Board Representation						
Attendance at Special meetings (workshops, subcommittees, and other open public meetings).						
	Date	Ann	Dennis	Randy	Steve	Garry
Keep It Blue meeting	7/8	1				
Special Board Meeting	7/20	1	1	1	1	1
Upper Valley Commissioners mtg	7/21			1	1	
Special Board Meeting	7/21	1	1	1	1	1
Confluence Parkway Trail Walk	7/22				1	1
Confluence Parkway Trail Walk	7/29	1				
Special Board Meeting	8/3	1	1	1	1	1
Special Board Meeting	8/4	1	1	1	1	1
Special Board Meeting	8/9	1	1	1	1	1
WPUDA Education Committee	8/11					1
WPUDA Water Committee	8/12	1				
Discovery Center Tour	8/17	1				
Mtg w/Comms Overbay & Etherington	8/18					1
Stehekin Community Meeting	8/18	1			1	
Special Board Meeting	8/20	1	1	1	1	1
WPUDA Executive Meeting	8/23					1
Discovery Center Opening Event	8/25			1	1	
Upper Valley Commissioners mtg	8/27			1	1	
Special Board Meeting	8/31	1	1	1	1	1
Mtg w/Comms Gering & Turner	9/1	1				
Mtg w/Comms Overbay & Etherington	9/2					1
Lake Chelan Watershed Planning Unit	9/8	1				
Keep It Blue meeting	9/9	1				
Meet w/Commissioner Turner	9/13	1				
Upper Valley Commissioners mtg	9/17			1	1	
WPUDA Water Workshop	9/22-23	1				
APPA Nominating Committee	9/23			1		
Audit Committee Meeting	9/28	1		1		
Mtg w/Comms Overbay & Etherington	9/29					1
RR Tour w/Comms Overbay & Etherington	9/29					1
Board Workshop	9/30	1	1	1	1	1
WPUDA Executive Committee	10/6					1
Regional Water Meeting	10/7					1
Mtg w/Comms Overbay & Etherington	10/13					1
WPUDA Budget Meeting	10/14					1
Keep It Blue Open House	10/21	1				
Lake Chelan Research Institute	10/25	1				
Upper Valley Commissioners mtg	10/29				1	
Icicle Irrigation meeting	10/29			1	1	
Phone call with Lake Chelan Research Inst.	11/9	1				
Mtg w/Comms Overbay & Etherington	11/10					1
Mtg w/Comms Overbay & Etherington	11/24					1
APPA Policy Makers Call	12/7			1		
Lake Chelan Watershed Planning Unit	12/8	1				
Mtg w/Comms Overbay & Etherington	12/8					1
Upper Valley Commissioners mtg	12/10			1	1	
Meet with Commissioner Gering	12/14	1				
Meet with Commissioner Overbay	12/22					1
Special Board Meeting	12/30	1	1	1	1	1

3rd quarter

4th quarter

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S1 - Tri Commission Regional Stakeholder Meetings (held 3 times per year)											
Meeting 1 (Jan-Apr)	3/30	1	1	1	1	1	5	5	100%	75%	
Meeting 2 (May-Aug)	6/29	1	1	1	1		4	5	80%	75%	
Meeting 3 (Sept-Dec)	11/30	1	1	1	1	1	5	5	100%	75%	
Total by Commissioner:		3	3	3	3	2	14	15	93%	75%	
% by Commissioner:		20%	20%	20%	20%	13%					
S1 - Mid-C Commissioner / Manager Meeting (held 3 times per year)											
Meeting 1 (Jan-Apr)	No mtg	cancelled due to COVID								-	60%
Meeting 2 (May-Aug)	No mtg	cancelled due to COVID								-	60%
Meeting 3 (Sept-Dec)	No mtg	cancelled due to COVID								-	60%
Total by Commissioner:		0	0	0	0	0	0	0	-	60%	
% by Commissioner:		-	-	-	-	-					