

2018 Board of Commissioners Balanced Scorecard

Indicators, targets and scores -- As of September 30, 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 3rd 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%	70%	✓	Results through 3rd 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	3	✓	Quarterly Energy Resources Updates: 2/5, 4/30, 8/20 Quarterly Financial Reviews: 2/20, 5/14, 8/6 Quarterly Load Forecast Updates: 1/8, 4/2, 7/9 Generation and Transmission, Utility Services and Fiber operating updates, HDL, Large Load, Quarterly load Forecasts-ongoing
	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.	Quarterly review of objectives & indicator results by Reporter. Target: 4 quarterly reviews	4	3	✓	2017 4th Qtr reviewed January 22, 2018 2018 1st Qtr reviewed April 16, 2018 2018 2nd Qtr reviewed July 23, 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
	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			Review to be scheduled in December

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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			To be completed by Year End 2018
	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%	70%	✓	Results through 3rd Qtr 2018
		Target: 100% for APPA for 1 attendee @ 2 meetings	100%	100%	✓	Results through 3rd Qtr 2018
		Target: 100% for NWPPA for 1 attendee @ 2 meetings	100%	100%	✓	Results through 3rd 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%	33%		Results through 3rd 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%	90%	✓	Results through 3rd 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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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			Scheduled for 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			Scheduled for 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								5		75%
Total by Commissioner:		0	1	1	1	1				
% by Commissioner:		0%	100%	100%	100%	100%			0%	75%
S1 - Mid-C Commissioner / Manager Meeting										
January/February	No Meeting							0	#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								0		60%
Total by Commissioner:		1	2	2	1	1				
% by Commissioner:		25%	50%	50%	25%	25%			70%	60%

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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						4	5	80%	60%	
WPUDA - Water Mtg	June	1									
WPUDA - July	Jul			1		1					
WPUDA - Aug	Sept				1	1					
WPUDA - Water Mtg	Sept	1					5	10	50%	60%	
WPUDA - Nov	Nov										
WPUDA - Dec	Dec										
Total by Commissioner:		5	3	5	2	5			70%	60%	
APPA - Leg Rally			1			1	2	1	100%	100%	
APPA - Annual Conf		1					1	1	100%	100%	
APPA - Policy Makers						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							0	1	0%	100%	
Quarterly Result							1	3	33%		
NWPPA - Board meeting	Mar	1					1	1	100%	100%	
NWPPA - Education Committee								1	0%	100%	
NWPPA - Annual Conference	May 20-24	1	1	1	1	1	5	5	100%	100%	
NWPPA - Board meeting	Sept						0	1	0%	100%	
Quarterly Result							6	6	100%		
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%	

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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				
							27	30	90%	90%
	10/1									
	10/15									
	11/5									
	11/19									
	12/3									
	12/17									
							14	30	47%	90%
Total by Commissioner:		18	16	16	18	17				
% by Commissioner:		75%	67%	67%	75%	71%			83%	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).

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				
										/
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	9/10		1							
Lake Chelan Watershed Mtg	9/12	1								
CCPUD Audit Committee	27-Sep					1	1			/
										4th quarter
										/

Attendance Key:

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