

## 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	<b>S1 - Sustain Our Public Partnership</b>	Reporter: <b>Congdon</b>			
	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%	80%	Results through 4th 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 4th Quarter 2020 (No meeting held in 2020 due to COVID19)
Financial	<b>F1 - Maintain Strong Financial Stewardship</b>	Reporter: <b>Arseneault</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	4	Quarterly Energy Res Updates: 2/18, 5/11, 8/17, 11/16 Quarterly Financial Reviews: 2/3, 5/11, 8/3, 11/2 Quarterly Load Forecast Updates: 1/20, 4/13, 7/6, 10/5  Generation and Transmission, Utility Services and Fiber operating updates, HDL, Large Load - ongoing
G1 - Ensure Effective Execution	<b>G1 - Ensure Effective Execution</b>	Reporter: <b>Bolz</b>			
	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	2019 4th Qtr reviewed 1/20/20 2020 1st Qtr reviewed 5/13/20 (at Board Workshop) 2020 2nd Quarter reviewed 7/20/20 2020 3rd Quarter reviewed 10/19/20
	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 3/30, 6/15, 11/16 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 Fiber Expansion Acceleration - 8/3, 8/17 Infrastructure Cost Recovery Approach - 8/3 Fees and Charges Update 11/16 Identify Theft Prevention Program 12/7
	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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	Key Indicator	Basis	Annual Target	YTD Actual	Comments
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
	<b>G2 - Approve Strategy &amp; Business Planning</b>	Reporter: <b>Smith</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	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	1	Budget adopted 12/7/20
	<b>G3 - Responsible Board Representation</b>	Reporter: <b>McKenna</b>			
	Board coverage in key regional/national association meetings (WPUDA, APPA, NWPPA, ENW)	Target: 60% for WPUDA for 3 attendees @ 7 meetings	60%	85%	Results through 4th Quarter 2020
		Target: 100% for APPA for 1 attendee @ 2 meetings	100%	200%	Results through 4th Quarter 2020 (2 attendees at 2 meetings for additional learning)
		Target: 100% for NWPPA for elected board member @ 2 board meetings	100%	100%	Results through 4th 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%	98%	Results through 4th Quarter 2020

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

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	Key Indicator	Basis	Annual Target	YTD Actual	Comments
	<b>G4 - Ensure Compliance</b>	Reporter: <b>Smith</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	0	Appointment of officers delayed to January 2021
	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	<b>E1 - Evaluate Governance Positions</b>	Reporter: <b>McKenna</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	1	Completed 5/13/20
	Annual review of Group agreement	Annual review Target : 1 Annual review	1	1	Completed 5/13/20
	<b>E2 - Continuously Improve board Member Skills</b>	Reporter: <b>Bolz</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	1	Completed 10/9/20
	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 10/9/20

**BOARD of COMMISSIONERS**

Scorecard Matrix

Assignment Key:

**Delegate**

**Alternate**

	Date	Ann	Dennis	Randy	Steve	Garry	Qtr Attend	Qtr # Mtg	Actual %	Target %	
<b>G3 - Responsible Board Representation</b>											
<b>Committees:</b>		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			
<b>1st Quarter Year to Date</b>							<b>7</b>	<b>11</b>	<b>64%</b>	<b>60%</b>	
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			
<b>2nd Quarter Year to Date</b>							<b>15</b>	<b>21</b>	<b>71%</b>	<b>60%</b>	
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			
<b>3rd Quarter Year to Date</b>							<b>25</b>	<b>31</b>	<b>81%</b>	<b>60%</b>	
WPUDA - Nov	Nov	1	1	1	1	1	5	5			
WPUDA - Dec	Dec	1	1	1	1	1	5	5			
<b>4th Quarter Year to Date</b>		<b>7</b>	<b>5</b>	<b>8</b>	<b>7</b>	<b>8</b>	<b>35</b>	<b>41</b>	<b>85%</b>	<b>60%</b>	
APPA - Leg Rally	Feb			1		1	2	1	200%	100%	
APPA - Annual Conf (Virtual)	June			1		1	2	1	200%	100%	
<b>Year to date</b>							<b>4</b>	<b>2</b>	<b>200%</b>	<b>100%</b>	
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				1		1	1	100%	100%	
<b>Year to date</b>							<b>4</b>	<b>4</b>	<b>100%</b>	<b>100%</b>	
NWPPA - Board meeting	Mar	1					1	1	100%	100%	
NWPPA - Board meeting	Nov	1					1	1	100%	100%	
<b>Year to date</b>							<b>2</b>	<b>2</b>	<b>100%</b>	<b>100%</b>	

**BOARD of COMMISSIONERS**

Scorecard Matrix

	Date	Ann	Dennis	Randy	Steve	Garry	Qtr Attend	Qtr # Mtg	Actual %	Target %
<b>G3 - Responsible Board Representation</b>										
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		
	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%
	10/5	1	1	1	1	1	5	5		
	10/19	1	1	1	1	1	5	5		
	11/2	1	1	1	1	1	5	5		
	11/16	1	1	1	1	B	4	5		
	12/7	1	1	1	P	1	4	5		
	12/21	1	1	1	1	1	5	5		
4th Quarter Year to Date							118	120	98%	90%
Total by Commissioner:		24	24	24	23	23				
% by Commissioner:		100%	100%	100%	96%	96%				

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	/

1st quarter

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**G3 - Responsible Board Representation**  
**Attendance at Special meetings (workshops, subcommittees, and other open public meetings).**

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	
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					/

2nd quarter

**BOARD of COMMISSIONERS**

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).**

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
NWPPA Meeting	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



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**G3 - Responsible Board Representation**  
**Attendance at Special meetings (workshops, subcommittees, and other open public meetings).**

WPUDA Water Committee call	10/1	1					\
APPA Board Meeting	10/5			1			
Mtg with County & Port Commissioners	10/7					1	
Broadband Disc. w/Comm. Overbay	10/7					1	
Chamber Recovery Council	10/8					1	
WPUDA Telecom Legislative Workgroup	10/8					1	
WPUDA Water Committee call	10/8	1					
Board Workshop	10/9	1	1	1	1	1	
APPA Policy Makers Call	10/13			1			
Mtg w/Land Trust	10/13	1					
WPUDA Budget Committee	10/14			1		1	
WPUDA Water Committee call	10/15	1					
Upper Valley Commissioners mtg	10/16			1	1		
WPUDA Water Committee call	10/22	1					
WPUDA Water Committee call	10/29	1					
Tri-Commission prep meeting	10/30					1	
Mtg with County & Port Commissioners	11/4					1	
Chamber Recovery Council	11/5					1	
NWPPA Government Relations Mtg	11/10	1					
APPA Policy Makers Call	11/12			1			
Broadband Disc. w/Comm. Overbay	11/13					1	
APPA Cybersecurity Conference	11/16,17					1	
NWPPA Budget Mtg	11/18	1					
Mtg with County & Port Commissioners	12/2					1	
Lake Chelan Water Planning Meeting	12/9	1					
APPA Policy Makers Call	12/15			1			
Mtg with County & Port Commissioners	12/16					1	
WPUDA Water Committee call	12/17	1					
Broadband Disc. w/Comm. Overbay	12/18					1	/

4th quarter

**BOARD of COMMISSIONERS**

Scorecard Matrix

	Date	Ann	Dennis	Randy	Steve	Garry	Qtr Attend	Qtr # Mtg	Actual %	Target %	
<b>S1 - Tri Commission Regional Stakeholder Meetings (held 3 times per year)</b>											
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	1	1	1		1	4	5	80%	75%	
Total by Commissioner:		2	2	2	1	2	9	10	90%	75%	
% by Commissioner:		20%	20%	20%	10%	20%					

<b>S1 - Mid-C Commissioner / Manager Meeting (held 3 times per year)</b>											
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)	No mtg	cancelled due to Coronavirus								-	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!					