

2021 Board of Commissioners Balanced Scorecard

Indicators, targets and scores -- As of September 30, 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%	90%	Results through 3rd 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 3rd 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	3	Quarterly Energy Res Updates: 2/16, 5/17, 8/16 Quarterly Financial Reviews: 2/16, 5/3, 8/16 Quarterly Load Forecast Updates: 2/1, 5/3, 7/19 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	3	2020 4th Qtr reviewed 1/19/21 2021 1st Qtr reviewed 4/19/21 2021 2nd Qtr reviewed 8/2/21
	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, 4/19 501(c)(3) Connection Waiver: 4/5 Resource Adequacy: 4/5, 8/16 Infrastructure Growth Funding: 7/19 Interconnection Agreement: 8/16
	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

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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	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
	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		(presented for approval in December, 2021)
	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%	97%	Results through 3rd Quarter 2021
		Target: 100% for APPA for 1 attendee @ 2 meetings	100%	150%	Results through 3rd 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 3rd 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.
		Target: 100% for ENW for 1 attendee @ 4 quarterly mtg.	100%	100%	Results through 3rd Quarter 2021
	Quarterly update based on information from Commissioner Blue Books (tracked by Clerk of Board).	Quarterly update based on information from Commissioner Blue Books (tracked by Clerk of Board). Target: 90% attendance.	90%	97%	Results through 3rd 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 3rd 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		(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 2/16/21
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
	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	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			
WPUA - Jan	Jan	1	1	1	1	1	5	5			
WPUA - Feb	Feb	1	1	1	1	1	5	5			
WPUA - Water Workshop (call)	Mar						0				
WPUA - Mar	Mar	1	1	1	1	1	5	5			
1st Quarter Year to Date							15	15	100%	60%	
WPUA - Water Mtg (if needed)	April						0				
WPUA - Apr	April	1	1	1	1	1	5	5			
WPUA - May	no mtg						0				
WPUA - June	no mtg						0				
2nd Quarter Year to Date							20	20	100%	60%	
WPUA - Water Mtg (if needed)	Jul						0				
WPUA - July	Jul	1	1		1	1	4	5			
WPUA - Water Mtg (if needed)	Sept						0				
WPUA - Sept	Sept	1	1	1	1	1	5	5			
3rd Quarter Year to Date							29	30	97%	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						0		-	100%	
Year to date							3	3	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%	

	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%
Total by Commissioner:		17	18	17	17	18				
% by Commissioner:		94%	100%	94%	94%	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

BOARD of COMMISSIONERS
Scorecard Matrix

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
WPUA Education Committee	8/11					1
WPUA 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
WPUA 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	
WPUA 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

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)	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						0		-	75%
Total by Commissioner:		2	2	2	2	1	9	10	90%	75%
% by Commissioner:		20%	20%	20%	20%	10%				

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)									-	60%	
Total by Commissioner:		0	0	0	0	0	0	0	-	60%	
% by Commissioner:		-	-	-	-	-					