

## 2018 Board of Commissioners Balanced Scorecard

Indicators, targets and scores -- As of June 30, 2018

	Key Indicator	Basis	Target			
				YTD	Status	Comments
Stakeholder	<b>S1 - Sustain Our Public Partnership</b>	Reporter: <b>Congdon</b>				
	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 2nd 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%	60%	✓	Results through 2nd Quarter 2018
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	2	✓	Quarterly Energy Resources Updates: 2/5, 4/30 Quarterly Financial Reviews: 2/20, 5/14 Quarterly Load Forecast Updates: 1/8, 4/2  Generation and Transmission, Utility Services and Fiber operating updates, HDL, Large Load, Quarterly load Forecasts-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.	Quarterly review of objectives & indicator results by Reporter. Target: 4 quarterly reviews	4	2	✓	2017 4th Qtr reviewed January 22, 2018 2018 1st Qtr reviewed April 16, 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

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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			Review to be scheduled
	<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	✓	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
	<b>G3 - Responsible Board Representation</b>	Reporter: <b>McKenna</b>				
	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 2nd Qtr 2018
		Target: 100% for APPA for 1 attendee @ 2 meetings	100%	100%	✓	Results through 2nd Qtr 2018
		Target: 100% for NWPPA for 1 attendee @ 2 meetings	100%	100%	✓	Results through 2nd Qtr 2018
		Target: 100% for ENW for 1 attendee @ 4 quarterly mtg.	100%	50%		Results through 2nd Qtr 2018 (Unable to attend Q1 ENW Mtg due to scheduling conflicts)
	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 2nd Qtr 2018
	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 2nd Qtr 2018
	<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	1	✓	Completed January 1, 2018	

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				YTD	Status	Comments
	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
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 February 5, 2018
	Annual review of Group agreement	Annual review Target : 1 Annual review	1	1	✓	Completed February 5, 2018
	<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			To be completed in summer for 2019 Budget
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			To be completed by year end 2018	

**BOARD of COMMISSIONERS**

Scorecard Matrix

Assignment Key:

**Delegate**

**Alternate**

	Date	Ann	Dennis	Randy	Steve	Garry	Qtr Attend	Qtr # Mtg	Actual %	Target %
<b>S1 - Tri Commission Regional Stakeholder Meetings</b>										
1st quarter	No Meeting							5	0%	75%
2nd quarter	6/5		1	1	1	1	4	5	80%	75%
3rd quarter								5		75%
4th quarter								5		75%
Total by Commissioner:		0	1	1	1	1				
% by Commissioner:		0%	100%	100%	100%	100%			0%	75%
<b>S1 - Mid-C Commissioner / Manager Meeting</b>										
January/February	No Meeting							5	0%	60%
March	3/12	1	1	1			3	5	60%	60%
July	7/30							5		60%
November								5		60%
Total by Commissioner:		1	1	1	0	0				
% by Commissioner:		25%	25%	25%	0%	0%			15%	60%

**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 - 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										
WPUDA - Aug	Sept										
WPUDA - Water Mtg	Sept						0	15	0%	60%	
WPUDA - Nov	Nov										
WPUDA - Dec	Dec										
<b>Total by Commissioner:</b>		4	3	4	1	3			70%	60%	
APPA - Leg Rally			1			1	2	1	100%	100%	
APPA - Annual Conf		1					1	1	100%	100%	
APPA - Policy Makers								1		100%	
<b>Quarterly Result</b>							3	2	100%		
ENW - Jan							0	1	0%	100%	
ENW - Apr			1				1	1	100%	100%	
ENW - July								1	0%	100%	
ENW - Oct								1	0%	100%	
<b>Quarterly Result</b>							1	2	50%		
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								1	0%	100%	
<b>Quarterly Result</b>							6	6	100%		
<b>G3 - Responsible Board Representation</b>											
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%	

