

2025 BOARD OF PUBLIC UTILITIES SELF-EVALUATION

Requirement statement from the Board of Public Utilities Procedural Rules:

3.10. BPU Self-Evaluation

a. During November and December, the BPU will perform an annual self-evaluation of its own performance. The BPU may invite major stakeholders (e.g., DPU staff, County Council, County Manager) to participate in specific aspects of the evaluation.

b. The purposes and reasons for the BPU self-evaluation are intended to:

- 1). Promote understanding of roles and responsibilities
- 2). Provide orientation for new members
- 3). Address, and perhaps help resolve, board conflicts
- 4). Clarify what members expect from the group and self
- 5). Identify priorities for the BPU's future efforts
- 6). Identify BPU strengths and weaknesses
- 7). Identify opportunities for improvement in BPU performance
- 8). Help identify needed changes to this PR
- 9). Ensure that self-evaluation aligns with at least three of the Baldrige "Criteria for Performance Excellence."

c. Refer to Appendix L for a BPU self-evaluation template adapted from the APPA Handbook for Public Power Policymakers. The BPU will change the self-evaluation topics over time to fit the changing business climate, relations with the Utilities Manager, relations with the County Council, and to include lessons learned from previous self-evaluations.

d. In its self-evaluation the BPU will address open-ended questions such as:

- 1). What did the BPU accomplish during the past year?
- 2). What did the BPU fail to accomplish during the past year?
- 3). What did the BPU do well during the past year?
- 4). What did the BPU do poorly during the past year?
- 5). What were the key issues of the past year? Did the BPU address them adequately?"

e. The BPU will seek broad participation in the self-evaluation process by:

- 1). Soliciting suggestions for self-evaluation questions from DPU staff, County staff, and County Council.
- 2). Inviting the immediate past BPU member(s) to participate in the self-evaluation.
- 3). Inviting the County Council Liaison, County Manager, and County Attorney to participate in the self-evaluation.

f. The BPU will explore ways to make the BPU self-evaluation honest and candid.

g. The BPU will explore ways to collect questions, complaints, and compliments to be addressed in the annual self-evaluation process.

GENERAL BOARD FUNCTIONS

1.Operations

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't know
a. There is a board policy manual addressing meeting procedures, committee roles and structure, election and term of officers, new member orientation, and related matters.	☐	☐	☐	☐	☐	☐
b. Board members participate in a formal orientation.	☐	☐	☐	☐	☐	☐
c. Board procedures are adhered to regarding bylaws, open meeting requirements, compliance with legal regulations, etc.	☐	☐	☐	☐	☐	☐
d. Meeting packets are complete and published 72 hours prior to meetings.	☐	☐	☐	☐	☐	☐
e. The length of board meetings is appropriate.	☐	☐	☐	☐	☐	☐
f. There is an annual board meeting calendar.	☐	☐	☐	☐	☐	☐
g. The board receives sufficient information to make good decisions.	☐	☐	☐	☐	☐	☐
h. Decisions are made in a timely manner.	☐	☐	☐	☐	☐	☐

2.Do you have any additional comments regarding GENERAL BOARD FUNCTIONS or operations?

Write your answer here

BOARD POLICY AREAS

3.Accountability

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know
a. The board understands its obligation to see the organization acts in the best interests of utilities customers and citizens of the county.	☐	☐	☐	☐	☐	☐
b. The board acts with diligence and objectivity on behalf of utilities customers and the county.	☐	☐	☐	☐	☐	☐

4.Responsibility

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know
a. Board members understand their roles.	☐	☐	☐	☐	☐	☐
b. Board members understand the difference between their policy role and management's administrative role.	☐	☐	☐	☐	☐	☐
c. Board members' actions reflect their understanding of these differences.	☐	☐	☐	☐	☐	☐

5.Policy Direction

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know
a. Board members understand the mission, goals and strategies of the organization.	☐	☐	☐	☐	☐	☐
b. The board gives clear directions to management on the mission and goals of the organization.	☐	☐	☐	☐	☐	☐
c. The board spends appropriate time on policy consideration and direction versus operational issues.	☐	☐	☐	☐	☐	☐

6. Monitoring

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know
a. The board has a system for receiving and monitoring information about the department's organizational performance.	☐	☐	☐	☐	☐	☐
b. There are systems in place for modifying policy, procedures, processes, and priorities when the department's organizational performance does not meet standards.	☐	☐	☐	☐	☐	☐
c. Organizational goal setting and achievements are considered during the Utilities Manager's evaluation.	☐	☐	☐	☐	☐	☐

7. Communication and Advocacy

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know
a. The board strives to represent the interests of the entire community it serves.	☐	☐	☐	☐	☐	☐
b. The board communicates the value of the DPU to its customers and partners.	☐	☐	☐	☐	☐	☐
c. The board seeks input and involves its partners in policy considerations and decisions.	☐	☐	☐	☐	☐	☐
d. Board members support the organization publicly.	☐	☐	☐	☐	☐	☐
e. The board communicates effectively with the County Council.	☐	☐	☐	☐	☐	☐

8.Do you have additional comments regarding any of the BOARD POLICY AREAS in the section above?

Write your answer here

BOARD RESPONSIBILITY AREAS

9. Legal

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know
a. The board acts within the guidelines set by the county charter and policies and procedures.	☐	☐	☐	☐	☐	☐
b. There are written policies on board ethics and conflicts of interest.	☐	☐	☐	☐	☐	☐

10. Financial

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't know
a. The board approves the annual operating and capital budgets and receive periodic (at least quarterly) progress reports.	☐	☐	☐	☐	☐	☐
b. The board reviews a financial plan for the organization and receive sufficient information to monitor its financial strength and performance.	☐	☐	☐	☐	☐	☐
c. Financial goals are established and the board receives tracking information.	☐	☐	☐	☐	☐	☐
d. The the requirements for an annual audit are met and the board receives a report on the results.	☐	☐	☐	☐	☐	☐
e. The DPU and the board are indemnified sufficiently against insurable risk.	☐	☐	☐	☐	☐	☐
f. The board effectively recommends and advocates for rate increases with the County Council when these increases are necessary for the financial health of the department.	☐	☐	☐	☐	☐	☐

11.Planning

Member Stromberg submitted the following:

Under 11. Planning, I'd like to see the following question/statement:

D. The board actively seeks out input from the community and incorporates this in their strategic initiatives.

	Strongly Agree	Agree	Neutral	Disagree	Strongly Agree	Don't know
a. The board is informed about the business environment in which the organization is operating.	☐	☐	☐	☐	☐	☐
b. The board reviews and approves the DPU's mission, vision, goals, and major strategic initiatives.	☐	☐	☐	☐	☐	☐
c. Board members participate in annual DPU strategy and planning meetings.	☐	☐	☐	☐	☐	☐

12.Board/Management Relations

[illegible]

Strongly Agree

Agree

Neutral

Disagree

Strongly Disagree

Don't know

**other entities that enhance
their effectiveness as a board
member.**

13.Do you have additional comments regarding BOARD RESPONSIBILITY AREAS in the section above?

Write your answer here

OPEN ENDED QUESTIONS

14.What did the chair do well to support the board's mission?

Write your answer here

15.What could the chair have done that would have improved the board's effectiveness?

Write your answer here

16.What did the board accomplish during the past year?

Write your answer here

17.What did the board fail to accomplish during the past year?

Write your answer here

18.What did the board do well during the past year?

Write your answer here

19.What did the board do poorly during the past year?

Write your answer here

20.What were the key issues of the past year? Did the board address them adequately?

Write your answer here

21.What changes could be made to make this self-evaluation more effective?

Write your answer here

22.Do you have any additional comments?

Write your answer here