

## 2016 Performance Measure Results Detail

Performance targets are based on legal requirements, timeframes, and direction established by the Board in its Board Governance Policies. Presented below in Table 1 are the results and details for the Board performance measures and targets the Board adopted.

**TABLE 1**

#	Measure	Target	2016 Result	Detail
<b>I. Governance, Transparency and Conduct</b>				
1A	Percent of board-attended meetings, events, and conferences attended to improve board performance and increase governance skills and understanding. Baseline target = 10 per board member (70).	100%	100%	Board members attended 557 meetings, events, and conferences
2A	Percent of board meeting attendance, not including excused absences.	95% or higher	99%	261 of 261 member attendance
2B	Percent of Board Standing and Ad Hoc Committee meeting attendance (excluding advisory committees), not including excused absences.	95% or higher	98%	183 of 186 member attendance
2C	Percent of board advisory committee meeting attendance, not including excused absences.	90% or higher	96%	27 of 28 member attendance
3A	Conduct annual board performance review by March 31 for the previous calendar year	Yes	Yes	Date of Review: 02/23/16
3B	Conduct annual mid-year review of board performance by September 30.	Yes	Yes	Date of Review: 09/13/16
4A	Number of attempts to seek or accept compensated employment.	Zero	Zero	Zero attempts

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5A	Conduct annual board budget work study sessions prior to budget adoption.	Yes	Yes	Date of Session: 04/27/16
5B	Board budget development update sessions include a review of financial reserves, a rationale for reserve management policy (sustainable and minimum reserves), and time for public comment.	Yes	Yes	Date of Sessions: 03/22/16 04/27/16
6A	Number of lobbying contacts by board members that resulted in admonition, censure, sanction, or referral to District Attorney.	Zero	Zero	Zero lobbying contacts that resulted in admonition, censure, sanction, or referral to District Attorney
7A	Percent of Board meetings in accordance with the District Act and the Brown Act.	100%	100%	37 of 37 Board meetings in compliance with the District Act and Brown Act
7B	Percent of Board committee meetings in accordance with the Brown Act.	100%	100%	72 of 72 Board committee meetings in compliance with the Brown Act
8A	Rules for electing Chair and Vice Chair are followed.	Yes	Yes	Rules were followed.
9A	Percent of board members that comply with state mandated training requirement on ethics in public service for public officials in California.	100%	100%	7 of 7 Board Members in compliance
9B	Percent of Board members that timely file CA Form 700.	100%	100%	7 or 7 Board Members timely filed CA Form 700
10A	Number of Code of Conduct violations (censure, sanction, admonition, or referral to District Attorney).	Zero	Zero	Zero code of conduct violations

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11A	Review and, if necessary, update the district values expressed in GP-7, annually.	Yes	No	The Board is currently evaluating its overall governance framework and corresponding policy review process. No Board policy review was conducted in 2016.
12A	Percent of Board Committees that have a formalized purpose and scope.	100%	100%	16 of 16 Board Committees have a formalized purpose and scope
12B	Percent of Standing Board Committees that have an annual work plan.	100%	100%	10 of 10 Board Standing Committees have an annual work plan
13A	Conduct third party transparency audit, periodically.	Conducted Periodically	Yes	Date of Last Transparency Audit (Date Final Report was completed by third party): November 5, 2014  Assumption is every 3 years = periodically.
14A	Conduct annual Board-commissioned audit planning.	Yes	Yes	The Board Audit Committee reviewed the multi-year audit plan on 03/25/16
14B	Percent of Board-commissioned audits completed, or underway as scheduled, as identified in the multi-year audit plan.	90%	100%	2 of 2 Board-commissioned audits are completed, or underway as scheduled: (1) Safe Clean Water Implementation Program Audit, (2) Lower Silver Creek and RMC Water and Environment Performance Audit.
14C	Percent of required financial audits reviewed.	100%	100%	6 of 6 financial audits
15A	Percent of quarterly Board member expense reports reviewed by the Board.	100%	100%	4 of 4 quarterly expense reports

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15B	Number of Board member reimbursements that do not comply with Board reimbursement policies.	Zero	Zero	Zero reimbursements that did not comply with Board reimbursement policies
16A	Percent of Board compensation adjustments discussed in open session, following the standard Board agenda process.	100%	No board action taken in 2016	No Board compensation adjustments discussed in 2016
17A	Number of Board members that demonstrated actions and behaviors not in alignment with GP-11 that resulted in admonition, censure, sanction, or referral to District Attorney.	Zero	Zero	Zero admonitions, censures, sanctions, or District Attorney referrals
17B	Percent of Board Members that comply with state mandated training requirement on sexual harassment prevention for public officials in California.	100%	100%	7 of 7 Board members in compliance
<b>II. Linkage with the Community</b>				
18A	Number of opportunities for public input in development of the annual Operating Budget.	3	5	Board Date #1: 02/09/16 Board Date #2: 03/22/16 Board Date #3: 04/27/16 Board Date #4: 05/10/16 Board Date #5: 12/13/16

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19A	Number of opportunities for public input in development of the Capital Improvement Program, annually.	2	4	Board Date #1: 1/12/16 Board Date #2: 2/23/16 Board Date #3: 4/26/16 Board Date #4: 5/10/16
20A	Percent of correspondence addressed to the board provided to each board member within 7 calendar days from receipt.	100%	99%	395 of 396 correspondence provided to Board members within 7 days of receipt.
20B	Percent of board correspondence responded to within 14 calendar days of receipt, or in situations where it is not possible for the BAOs to respond completely to an inquiry, responses sent to originators, acknowledging receipt of the inquiry and an explanation of actions being taken and timelines for preparing the complete response is acceptable for complying with this 14 day response time.	90%	97%	386 of 396 correspondence responded to within 14 calendar days of receipt
21A	Conduct review of board linkage with community by annually reviewing proposed board member representation on external committees to determine if that representation serves in the best interest of the district.	Yes	Yes	Date of Review: 01/12/16 Date of Review: 02/26/16
22A	Percent of Board meetings that provide an opportunity for public comment.	100%	100%	37 of 37 Board meetings

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<b>III. Policy Setting</b>				
23A	Number of opportunities for public input in annual policy development process.	2	Zero	The Board is currently evaluating its overall governance framework and corresponding policy review process. No Board policy review was conducted in 2016.
24A	Board has written Board Governance Policies.	Yes	Yes	Board has written Board Governance Policies
24B	Board and BAOs annually review Board Governance Policies to determine if they have focus on intended results, not on the administrative or programmatic means of attaining those effects.	Yes	No	The Board is currently evaluating its overall governance framework and corresponding policy review process. No Board policy review was conducted in 2016.
24C	Conduct an annual review of the Board Governance Policies and adopt new or revised policies by the end of September.	Yes	No	The Board is currently evaluating its overall governance framework and corresponding policy review process. No Board policy review was conducted in 2016.
25A	Board Governance Policies will include 4 categories: Governance Process, Board Appointed Officer Linkage, Ends, and Executive Limitations.	Yes	Yes	The four categories are included in the Board Governance Policies
26A	Board Governance Policies will include Ends, Executive Limitations, and BAO Interpretations.	Yes	Yes	Board Governance Policies include all three sections
27A	Board Governance Policies include Executive Limitations.	Yes	Yes	Board Governance Policies include Executive Limitations
28A	Adopt District Capital and Operating Budget no later than June 15th.	Yes	Yes	Date of Adoption: 5/10/16
29A	Adopt water rate adjustments annually no later than June 1.	Yes	Yes	Date of Adoption: 5/10/16

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29B	Review for mid year water rate adjustment no later than December 15.	Yes	Yes	Date of Review: 10/11/16
30A	Adopt a Board Policy Planning Calendar for the upcoming fiscal year by the end of June.	Yes	Yes	Date of adoption: 06/14/16
31A	Conduct quarterly reviews of the Board Policy Planning Calendar.	Yes	Yes	Date of Review: Second meeting of every month
32A	Board reviews the Board Policy Planning Calendar at least quarterly and includes board work study sessions, as necessary.	Yes	Yes	Date of Review: Second meeting of every month; Board Policy Planning Calendar includes Board Work Study Sessions
33A	Budget planning agenda items for the upcoming fiscal year are on the Board Policy Planning Calendar by September.	Yes	Yes	The Board included budget planning items on the Board Policy Planning Calendar, which was approved by the Board on 06/14/16.
<b>IV. Monitor and Review BAO Performance</b>				
34A	Conduct mid-year BAO performance reviews by end of April.	Yes	No	Mid-year BAO performance reviews were conducted on: 05/10/16
34B	Conduct annual BAO performance reviews by end of September.	Yes	No	Evaluations Completed: 11/22/16

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35A	Conduct annual BAO salary adjustment in open session, in a regular Board meeting.	Yes	No	No BAO salary adjustment discussion in 2016
36A	Number of requests from Board members that the full Board approves to go forward after the BAOs notify the Board that the request will require more than 4 hours of staff time or unbudgeted expenses over \$50.	7 or less	0	Zero requests from Board members that the full Board approved to go forward after the BAOs notified the Board that the request will require more than 4 hours of staff time or unbudgeted expenses over \$50 in 2016
37A	Conduct Board review of Board-BAO Linkage Policies during the annual Board Governance Policy work study sessions.	Yes	No	The Board is currently evaluating its overall governance framework and corresponding policy review process. No Board policy review was conducted in 2016.
<b>V. Naming of District-Owned Facilities and Land</b>				
38A	Naming actions were approved or denied in accordance with the naming procedure.	Yes	No board action taken in 2016	No naming actions in 2016