

This brief is being provided to inform the Board, staff and public of the details of an agenda item that requires action from the Board. The President of the Board will provide board members, staff, and the public the opportunity to ask questions about this topic when this agenda item is announced.

Date: May 16, 2022

Originator: Cary Curtis

Purpose: To present to the Board a suggested draft “GMCSO Board Initiative Tracking” mechanism to gain board input and ideas and to consider adopting this new supporting tracking method.

Supporting Documents Included: Yes. Draft tracking spreadsheet.

Desired Action by the Board: Review, discuss, add input, and consider approving GMCSO Board Initiative Tracking method. If approved, appoint the Board President to maintain tracking and updates and present back to the board at each regularly scheduled board meeting.

1. **Description:** Board meeting packets have agenda item briefs that help the board understand the agenda item before them, however, there is not a method in place to capture *in one document*, the status of all initiatives that board members are assigned and the direction given by the board to the owner of the initiative. Presented for board review and input, and potential approval, is a draft high level tracking mechanism supporting the more detailed agenda briefs.
2. **Reason for Recommended Board Action - (*Consider compliance, cost savings, fixing a problem*):**
Having a method to quickly review all initiatives that board members lead, and support allows for identifying board member capacity and brings all board involved initiatives together for tracking what is underway. Also helps with educating new board members of the type of support the board provides.
3. **Anticipated Impacts to the District (negative and/or positive) - (*Consider financial impact, change in procedures, customer and staff communication and effect if recommendations are not adopted*):**
No financial impacts. Allows the board to be more aware of initiatives underway, can lead to prioritizing initiatives and future consideration of capacity when assigning initiatives to board members.
4. **Anticipated Impacts to the Customer – *Standby, Residential, Commercial*:**
No impacts identified

5. **Recommendation (s):**

- The draft tracking has initiatives listed that are currently underway. This may not be a complete list. Looking for board member review of the list to identify if they are correct, others that should be added or deleted.
- If the board agrees this tracking provides value, asking that the board consider adopting the tracking mechanism and assigning its upkeep and distribution to the Board President at each regularly scheduled board meeting.