

**ANNUAL CALENDAR: STANDING ITEMS
TEXAS REGIONAL ENTITY HUMAN RESOURCES, GOVERNANCE,
FINANCE, & AUDIT COMMITTEE**

1st Quarter

- Elect committee chair
- Evaluate CEO/CCO performance against goals and objectives
- Assess Texas RE performance
- Distribute committee self-evaluation survey
- Compliance Hotline Update (EthicsPoint) if needed
- Review scope of annual financial audit
- Review committee self-evaluation survey
- Review head-count staffing levels – hiring and retention
- Discuss personnel issues (as appropriate)
- Discuss Texas RE 4th Quarter Financial Statement of Activities (if needed)
- Review and approve compensation plan for CEO/CCO for implementation in April

2nd Quarter

- Consider Board training needs to enhance effectiveness
- Compliance Hotline Update (EthicsPoint) if needed
- Review Texas RE Annual Financial Report
- Report results of annual independent financial audit
- Discuss Texas RE 1st Quarter Financial Statement of Activities (if needed)
- Review, discuss, and approve annual Texas RE Budget
- Review ERCOT Bylaws and consider proposing revisions

3rd Quarter

- Review head-count staffing levels
- Review Texas RE Employee Ethics Agreements
- Discuss Texas RE succession planning
- Compliance Hotline Update (EthicsPoint) if needed
- Review Texas RE Strategic Plan & long-term goals
- Discuss Texas RE 2nd Quarter Financial Statement of Activities (if needed)
- Review committee charter

4th Quarter

- Compliance Hotline Update (EthicsPoint) if needed
- Consult with the CEO/CCO about succession planning
- Review and approve goals and objectives for following year
- Discuss Texas RE 3rd Quarter Financial Statement of Activities (if needed)