



Date: June 1, 2015
To: Human Resources and Governance (HR&G) Committee
From: Karl Pfirrmann, HR&G Committee Chairman
Subject: Item 10 – Review of Self-Evaluation Process

Annual Committee Self-Evaluation Required by Committee Charters

The HR&G Committee Charter provides that:

Annually, the Committee shall conduct a self-evaluation of its performance and, in light of this self-evaluation, consider changes in its membership, Charter, or procedures. The Committee shall report to the Board the results of its evaluation, including recommended Charter, membership, or other changes, if any.

Similarly, the Finance and Audit (F&A) Committee has virtually identical language in its Charter, specifically:

The Committee shall undertake an annual evaluation assessing its performance and, in light of this, consider changes in its membership, Charter or procedures. The Committee shall report to the Board the results of its evaluation, including recommended Charter, membership or other changes, if any.

General Timing of Committee Self-Evaluations

Generally, the HR&G and F&A Committees has reviewed the self-evaluation survey questions at the next to the last meeting of the year, completed the survey shortly thereafter, and discussed the self-evaluation survey results at the last meeting of the year.

This year, I expect that the survey questions would be presented to the HR&G Committee for review and edit at its October 2015 meeting and the results of such survey presented at its December 2015 meeting. I expect that the F&A Committee will follow similar timing.

Review of the Self-Evaluation Process

In preparation for these meetings, I would appreciate the Committee's feedback on the self-evaluation process. For instance, the Committee could consider whether the use of an external resource to assist in the self-evaluation process would be beneficial. If so, this concept could be presented to the F&A Committee for consideration. The timing of this year's evaluation is not expected to be affected; and any feedback in the process could be integrated into the Committee's self-evaluation for the 2016 year.

I look forward to the Committee's discussion of this matter at its June 8, 2015 meeting.