



## MEMORANDUM

To: Finance and Audit Committee  
From: Bill Flores, Finance and Audit Committee Chair  
Date: October 11, 2022  
Re: Annual Committee Self-Evaluation Process

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### **Committee Charter Requirements for Annual Self-Evaluation**

Section VI(2)(b) of the Human Resources and Governance Committee Charter, and the same section of the draft charter of the Reliability and Markets Committee, provide: “Annually, the Committee shall approve a Committee charter and conduct a Committee self-evaluation.” Similarly, Section H(7) of the charter of the Finance and Audit Committee provides: “Annually, the Committee shall conduct a self-evaluation of its performance and report to the Board the results of its evaluation.”

### **Proposed Self-Evaluation Process**

Based on past recommendations for more concise self-evaluation survey forms and after discussions with ERCOT staff and Peggy Heeg, Chair of the Human Resources and Governance Committee, I propose that Chair Heeg work with the other Committee Chairs and ERCOT staff to develop a standard, more concise self-evaluation survey for use by all the Committees. Pending survey development and because all Committees were inactive for a portion of 2022, the Committees currently do not plan to conduct self-evaluation surveys in 2022, and instead expect to consider a draft survey during the April 2023 Committee meetings for self-evaluation in 2023, allowing a full year of meetings and activities before completing the surveys.