



MEMORANDUM

To: Human Resources and Governance Committee
From: Peggy Heeg, Human Resources and Governance (HR&G) Committee Chair
Date: February 20, 2023
Re: Item 9 - Draft Self-Evaluation Survey for Board Committees

The charter of the HR&G Committee provides that the Committee shall “[o]versee the annual self-assessments of Board committees.” As previously discussed, I have been working with ERCOT staff to develop a standard, more concise self-evaluation survey for use by all the Board Committees. Attached is a draft proposed 2023 Annual Committee Self-Evaluation Survey. The survey derives from self-evaluation survey models from the National Association of Corporate Directors, along with past Finance and Audit (F&A) Committee and HR&G Committee self-evaluation surveys.

Following HR&G Committee review and feedback at the February 27, 2023 meeting, it is expected that all of the Committees will review the draft survey at their April 2023 meetings. After incorporating any feedback, Committee self-evaluations will be conducted in October-November 2023 with results presented at the December 2023 Committee meetings. This proposed schedule allows for a full year of Committee meetings and activities before conducting the surveys.

We look forward to discussing the draft self-evaluation survey at the February 27, 2023 HR&G Committee meeting.



Item 9: Draft Self-Evaluation Survey for Board Committees

Peggy Heeg

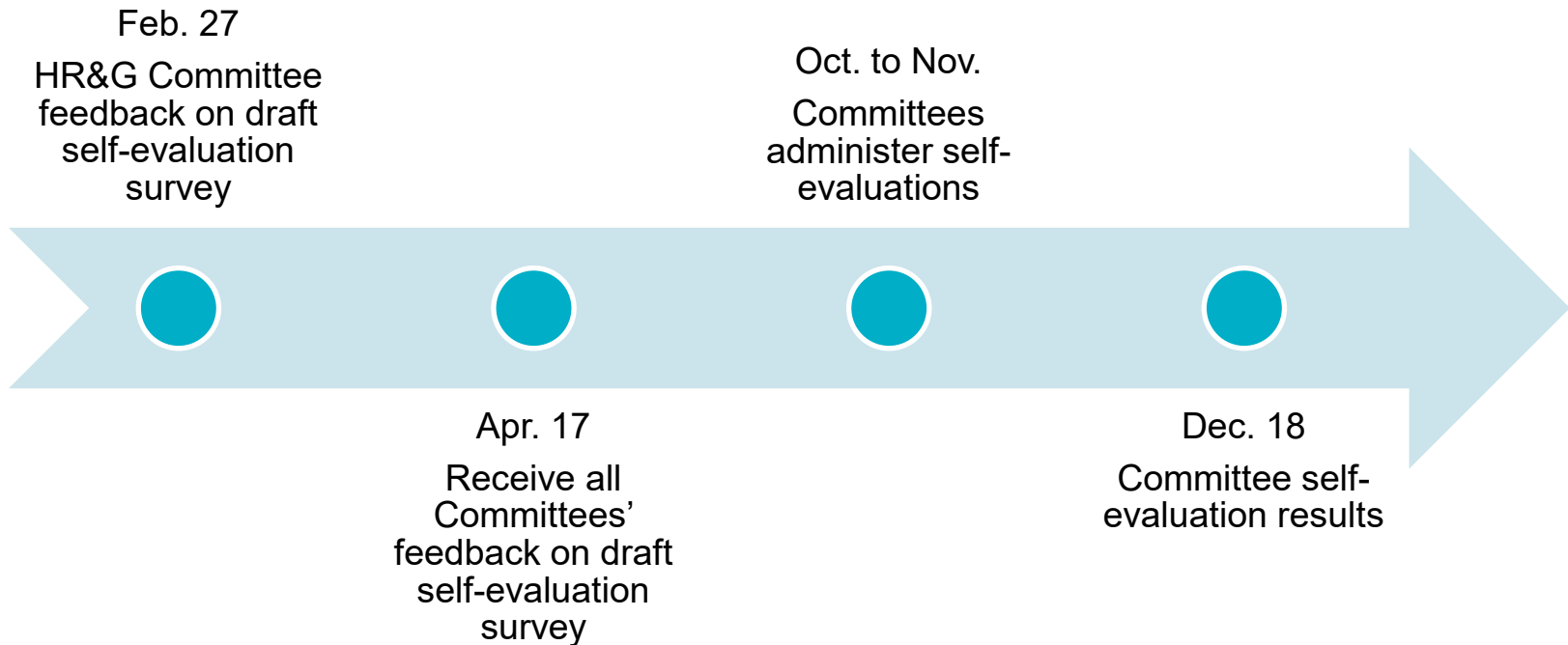
Human Resources and Governance Committee
Chair

Human Resources and Governance Committee
Meeting

ERCOT Public

February 27, 2023

Board and Committee Evaluation Lookahead



Lookahead to 2024: HR&G Charter Section [IV\(B\)\(2\)\(a\)\(ii\)](#) requires the periodic assessment of “individual Board members, the entire Board, and the Board Committee structure.”



Human Resources & Governance Committee Annual Self-Evaluation (2023)

Please respond to the following questions, on a scale of:

* 1 (room for improvement), to

* 5 (area of considerable strength).

Following each question is a space to provide explanatory comments and/or suggestions for improving Committee structure and process. Your individual responses will be kept confidential and will be reported back to the Committee only in a composite that provides anonymity.

Question		1	2	3	4	5
1	Are the responsibilities of the Committee well defined? Comments:					
2	Is the Committee effective in fulfilling its general responsibilities? Comments:					
3	Is the Committee fulfilling the specific duties set forth in its charter? Comments:					

Question		1	2	3	4	5
4	Do Committee members receive adequate background information prior to meetings? Comments:					
5	Are meetings conducted in a manner and on a schedule that ensures open communication and meaningful participation? Comments:					
7	Are Committee agendas set and prioritized to assist the Committee to function effectively? Comments:					
8	Is meeting time appropriately allocated between management presentation and Committee discussion, to allow adequate opportunity for deliberation? Comments:					
9	Does the Committee reach timely resolution of issues? Comments:					

Question		1	2	3	4	5
10	Are Committee meetings efficient and productive? Comments:					
11	Is the length of Committee meetings appropriate? Comments:					
12	Does the Committee hold an adequate number of meetings during the year? Comments:					
13	Does the Committee have the appropriate number of members? Comments:					
14	Is the Committee's leadership effective? Comments:					

Question		1	2	3	4	5
15	Please add additional comments, questions and suggestions here.					

DRAFT