



LOS ALAMOS

County of Los Alamos
Minutes
Board of Public Utilities

1000 Central Avenue
Los Alamos, NM 87544

*Jeff Johnson, Chair; Stephen McLin, Vice-chair; Paul Frederickson, Kathleen Taylor and
Carrie Walker, Members
Tim Glasco, Ex Officio Member
Harry Burgess, Ex Officio Member
Christine Chandler, Council Liaison*

Tuesday, January 16, 2018

11:30 AM

1000 Central Avenue
Council Chambers

SPECIAL SESSION

1. CALL TO ORDER

A special meeting of the Incorporated County of Los Alamos Board of Public Utilities was held on Tuesday, January 16th, 2018 at 1000 Central Ave., Council Chambers. Board Chair, Jeff Johnson, called the meeting to order at 11:32 a.m.

Present 5 - **Board Member Johnson, Board Member McLin, Board Member Frederickson, Board Member Taylor and Board Member Glasco**
Absent 2 - **Board Member Walker and Board Member Burgess**

2. PUBLIC COMMENT

Mr. Johnson opened the floor for public comment on items not otherwise included on the agenda. There were no comments.

3. APPROVAL OF AGENDA

Ms. Taylor moved that the agenda be approved as presented. The motion passed by the following vote:

Yes: 4 - **Board Member Johnson, Board Member McLin, Board Member Frederickson and Board Member Taylor**
Absent: 1 - **Board Member Walker**

4. BUSINESS

4.A [10325-18](#) Annual Board of Public Utilities Self-evaluation for 2017

Presenters: Board of Public Utilities

The Board conducted its annual self-evaluation using the same questionnaire from the 2016 evaluation. Rather than scoring, prioritizing and assigning action for every question, the Board focused only on those questions where action or improvements might be necessary. The members identified those questions they wished to discuss. If a question was not discussed, it was assumed that the members felt the Board was already doing well in those areas.

The following questions were discussed and actions identified for follow-up:

1) QUESTION 1.G. Does the Board receive sufficient information to make good decisions.

ACTION - Some members felt that sometimes sufficient time was not given to digest information on complex issues before being asked to make decisions. Mr. Johnson will review the Board's Policies and Procedures Manual (PPM) to see if it is possible to include criteria for when the Board might require additional time or informational meetings on complex or controversial topics prior to making final decisions.

2) QUESTION II.A.1. Does the Board understand its obligation to see the organization acts in the best interests of DPU customers and citizens of the county.

ACTION - After discussion, the Board confirmed that it scored high in this area and no action was necessary.

3) SECTIONS B. & C. Regarding Responsibility and Policy Direction

ACTION - The Board discussed these two sections in general. Members agreed that it was important to clarify, either through formal vote or general consensus, when the direction given to staff is coming from the Board as a whole as opposed to recommendations given by individual members. Mr. Johnson will review the Board's PPM to see if it is possible to include language to address this issue.

4) QUESTION II.B.1. Do Board members understand their roles?

ACTION - Some members felt that new members do not always understand their roles and discussed the value of the American Public Power Association governance series webinars members have viewed in the past. Staff has already been working with the newest member, Ms. Walker, so that she may complete the series, but will also send the information to the rest of the members who may want to view some of the recently revised content.

5) QUESTION II.E.5. - Does the Board communicate effectively with the County Council?

ACTION - Members agreed that it is important to continue the progress that has been made regarding communication with Council on topics of mutual interest while still maintaining the semi-autonomous nature of the Board. Some Councilors have expressed a desire to see more Board member presence at Council meetings. However, it was not clear how best to determine when a member needs to be present at Council meetings, as this can be very subjective depending on the complexity of or controversy surrounding a topic. Additionally, issues could arise with individual members speaking for the entire Board, especially on topics where there may not have been a unanimous vote. In the future, when considering items that will go to Council, the Board will also consider whether it might be useful to have a member present at the meeting. Mr. McLin will also bring this up at the next Board/Council subcommittee meeting to get more guidance from Council on when they expect a member representative to be present at Council meetings and how those members might contribute to their discussion.

FINAL - APPROVED

An agenda item will be added to the February regular meeting to review any potential changes to the PPM proposed by Mr. Johnson to address these action items.

5. PUBLIC COMMENT

Mr. Johnson opened the floor for public comment on any items. There were no comments.

6. ADJOURNMENT

The meeting adjourned at 12:45 p.m.

APPROVAL

Carrie Walker for Jeff Johnson

Board of Public Utilities Chair Name

Carrie Walker

Board of Public Utilities Chair Signature

February 21, 2018

Date Approved by the Board