

**MINUTES OF THE BOARD OF COMMISSIONER SPECIAL MEETING
OF KITTITAS COUNTY PUD #1 – DAY ONE STRATEGIC PLANNING WORKSHOP**

September 9-10, 2015

The Special Meeting of the Board of Commissioners of Public Utility District #1 of Kittitas County was called to order by President Roger Sparks at 8:00 A.M.

Roll Call:

Roger Sparks, President
Shan Rowbotham, Vice President
Paul Rogers, Secretary

Staff Present:

Matt Boast, General Manager General Manager (GM)
Brian Vosburgh, Operations Manager (OM)
Genine Pratt, Finance Manager (FM)
Kelly Carlson, Administrative Assistant

Guests Present:

Suzanne Mitchell, Energy Northwest

Public Comments/Introduction of Guests

No Public Comments

Agenda

Strategic Planning Workshop Day-One: GM Boast went over the notification and publicizing that took place prior to this meeting. He stated that we had it on our website 24 hrs. prior to the meeting, and had notified our legal paper by 8:00 a.m. the day prior. Commissioner Rowbotham stated that legally we are okay but directed staff to work on this and the improvement is imperative.

GM Boast then introduced Suzanne Mitchell, Energy Northwest, and that she would be facilitating our strategic plan creation. Ms. Mitchell then introduced herself and her background at Energy Northwest. The meeting was then turned over to Ms. Mitchell. The following topics were covered:

- 1) Goals of Meeting: Stated goals for each Commissioner and Manager.
- 2) Kittitas County Impacts – indirectly affecting the utility
- 3) Utility Impacts – directly affecting the utility
- 4) Mission Statement – broke down our mission statement and its meaning.
- 5) Reliability – what reliability meant to us.
- 6) Customer Service – what we want that to look like.
- 7) Procurement & Inventory – still gaps, how can we fix and compliance
- 8) Operations – discussion followed and discovered how this topic dips into many different areas of the district.

Recessed at 4:55 pm to September 10, 2015 at 08:00

The Special Meeting of the Board of Commissioners of Public Utility District #1 of Kittitas County was reconvened at 8:00 A.M.

Roll Call:

Roger Sparks, President

Shan Rowbotham, Vice President

Paul Rogers, Secretary

Staff Present:

Matt Boast, General Manager General Manager (GM)

Brian Vosburgh, Operations Manager (OM)

Genine Pratt, Finance Manager (FM)

Kelly Carlson, Administrative Assistant

Guests Present:

Suzanne Mitchell, Energy Northwest

Public Comments/Introduction of Guests

No Public Comments

Agenda


Strategic Planning Workshop Day-Two: Ms. Mitchell began the meeting with a quick review of yesterday's accomplishments and items that needed to be revisited for clarification. It was the goal of the Commissioners and Staff to define what each of these items mean to them, what initiatives need to be in place to reach goals, and what performance indicators will be used to measure success or reaching our "picture of excellence".

- 1) ***Safety***
- 2) ***Reliability***
- 3) ***Customer Service***
- 4) ***Asset Management***
- 5) ***Rates & Rate Schedules***
- 6) ***Financial Planning***
- 7) ***Workforce Development***
- 8) ***Governance***

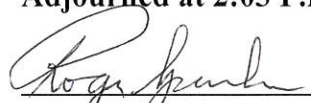
The Commissioners directed staff to begin putting a draft Strategic Plan together for their review and consideration with all of the above items addressed.

Adjourned at 2:03 P.M.

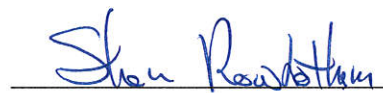
ATTEST:



Paul Rogers, Secretary



Roger Sparks, President



Shan Rowbotham, Vice President