

## SMUD BOARD POLICY

Category: <b>Board-Staff Linkage</b>	Title: <b>Board-Special Assistant Relationship</b>
Date of Adoption: <b>December 19, 2002</b>	Policy Number: <b>BL-4</b>
Revision Date: <b>October 16, 2003</b>	Resolution No. <b>02-12-14</b>
	Resolution No. <b>03-10-14</b>

The Special Assistant helps the Board fulfill its various responsibilities. The Special Assistant serves under the direction and control of the Board.

The Board is responsible for hiring, evaluating, and terminating the Special Assistant.

The General Manager shall have input into the Special Assistant's performance evaluation.

The General Manager determines the compensation of the Special Assistant, but the Board may, at its discretion, provide to the General Manager its recommendation regarding the Special Assistant's compensation.

The Special Assistant shall:

- a) Communicate board members' requests to SMUD management and staff related to constituent affairs.
- b) Coordinate with SMUD management and staff in responding to Board member requests related to constituent affairs.
- c) Handle all other matters that are properly delegated to him or her by the Board.
- d) Notwithstanding these activities, the Special Assistant is not empowered to instruct or direct SMUD management or staff.

**Monitoring Method: Board Report**

**Frequency: Annual**