Board Finance & Audit Committee Meeting and Special SMUD Board of Directors Meeting

Date: Tuesday, February 18, 2020
Time: 5:30 p.m.
Location: SMUD Headquarters Building, Auditorium
6201 S Street, Sacramento, CA

Powering forward. Together.
This Committee meeting is noticed as a joint meeting with the Board of Directors for compliance with the Brown Act. In order to preserve the function of the Committee as advisory to the Board, members of the Board may attend and participate in the discussions, but no Board action will be taken. The Finance and Audit Committee will review, discuss and provide the Committee’s recommendation on the following:

**DISCUSSION ITEMS**

1. **Ed Hamzawi**
   - Authorize the Chief Executive Officer and General Manager to award a contract to **TRC Engineers, Inc.** to provide professional services to administer SMUD’s Complete Energy Solutions Program for a three-year period from March 2, 2020, through February 28, 2023, with an optional one-year extension for a total not-to-exceed amount of $19.7 million.
   - Presentation: 10 minutes
   - Discussion: 10 minutes

2. **Russell Mills**
   - Approve a 12-month extension of the exception to SMUD’s **Energy Risk Management & Energy Trading Standards** to allow the Chief Executive Officer and General Manager to enter into transactions with **Pacific Gas and Electric Company (PG&E)** for the purchase of energy products necessary for meeting SMUD’s or its CCA Credit Services client’s regulatory and/or reliability requirements.
   - Presentation: 5 minutes
   - Discussion: 2 minutes

**INFORMATIONAL ITEMS**

3. **Casey Fallon**
   - Presentation: 3 minutes
   - Discussion: 2 minutes
4. Claire Rogers  
Audit Reports: Pole Inspection Process.  
Discussion: 1 minute

5. Jennifer Davidson  
Provide the Summary of SMUD's Power Supply Costs through December 31, 2019.  
Presentation: 4 minutes  
Discussion: 1 minute

6. Public Comment  
Items not on the agenda.

7. Rosanna Herber  
Summary of Committee Direction.  
Discussion: 1 minute

Members of the public wishing to address the Committee should complete a sign-up form available at the table outside of the meeting room. Members of the public shall have up to three (3) minutes to provide public comment. The total time allotted to any individual speaker shall not exceed nine (9) minutes for the entire Committee meeting time.

Members of the public wishing to inspect public documents related to agenda items may call 916-732-7143 to arrange for inspection of the documents at the SMUD Headquarters Building, 6201 S Street, Sacramento, California.

NOTE: Accommodations are available for the disabled public. If you need a hearing assistance device or other aid, please call 916-732-7143 in advance of this Committee Meeting.
**Board Policy:**

BL-8; Delegation to the CEO and GM with respect to Procurement; Procurement; SD-7 Environmental Leadership and SD-9 Resource Planning. This contract supports the Board’s commitment to SD-9 and SD-7 by contributing to energy efficiency and carbon savings, and by promoting efficient use of energy by its customers, while allowing SMUD to increase our engagement with and provide additional value to our commercial customers.

**Recommendation:**

Award to the Highest Evaluated Responsive Proposer

**Award to:**

TRC Engineers, Inc.
106860 White Rock Road, Suite 100
Rancho Cordova, CA 95670

**Bidders/Proposers Notified by Procurement:** 5

**Bidders/Proposers Downloaded:** 133
Pre-Bid/Pre-Proposal Conference Attendance: 37
Bids/Proposals Received: 7

<table>
<thead>
<tr>
<th>Responsive Proposals Received</th>
<th>P/F</th>
<th>10 Points</th>
<th>60 Points</th>
<th>30 Points</th>
<th>Total Score</th>
<th>Overall Rank</th>
<th>Proposal Amount</th>
<th>Evaluated Proposal Amount</th>
<th>Proposed Award Amount</th>
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<td>Honeywell</td>
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Comments: The table above shows the final results after a shortlist interview and best and final pricing. TRC, Nexant and DNV, the top three proposers were shortlisted and invited to clarify their proposal responses. TRC reduced their proposal amount by $200,514 or 1% while DNV GL reduced their proposal amount by $565,000 or 2.96%. Nexant did not reduce their proposal amount as they had already submitted aggressive pricing.

The proposed award amount is the contract amount approved by the business unit. The award amount is slightly higher than the proposal amount to allow for a small variance in the estimated program participation.

Supplier Diversity Program: TRC is not SEED but proposes to subcontract 37% of the work to a SEED company, Brighton Energy.

Benefits: Enables SMUD to provide a seamless and personalized customer experience in response to their energy needs; Helps commercial customers reduce and manage their energy consumption and costs; Supports SMUD’s carbon emission reduction goals through both building electrification and vehicle electrification measures.

Cost/Budgeted: $14,500,000 for the initial contract term budgeted for 2020-2022 by Customer & Community Services, Advanced Energy Solutions. The optional year amount of $5,200,000 will be budgeted for 2021-2023 by Customer & Community Services.

Alternatives: Not awarding this contract would hamper SMUD’s ability to provide these services to a significant and important segment of our commercial customers as well as our ability to meet our overall energy efficiency and carbon reduction goals. SMUD staff does not have the capacity to implement this program internally and this program approach provides a cost-effective means of supplementing and expanding our ability to reach a much wider customer population and implement a much larger number of projects over the course of the contract term.

Affected Parties: Advanced Energy Solutions, Supply Chain Services, and Contractor.

Coordination: Advanced Energy Solutions, and Contract Manager, and Supply Chain Services.

Presenter: Ed Hamzawi, Director, Advanced Energy Solutions

Additional Links:
Requested Action: Extend the Board approved exception to the Energy Risk Management and Energy Trading Standards for an additional 12 months to enter into transactions. The exception was approved on February 21, 2019 for 12 months under resolution No: 19-02-06 and authorizes the CEO/GM to enter into transactions with Pacific Gas and Electric Company ("PG&E") for purchase of energy products necessary for meeting SMUD’s or its CCA Credit Services client’s regulatory and/or reliability requirements.

Summary: PG&E continues to be a key supplier of Resource Adequacy ("RA" capacity used to maintain system reliability) in and around SMUD’s and our CCA Credit Services client’s service territories. PG&E’s bond rating remains “below investment grade,” and PG&E remains unwilling/unable to post collateral as it works through Chapter 11 bankruptcy proceedings.

As Community Choice Aggregators (CCAs) continue to form throughout California, PG&E has garnered a sizeable resource surplus and is still the largest supplier of RA in the northern portion of the State. Additionally, newly formed CCAs and existing load serving entities have new and increased regulatory requirements, respectively, to procure RA capacity. This supply/demand imbalance has resulted in a tight market for RA capacity and makes it very difficult to avoid transacting with PG&E in order to meet regulatory and reliability requirements for RA capacity.

Staff recommends that the Board approve a 12-month extension of the exception to the ERM&ETS prohibition on transactions with less than creditworthy parties. Without the extension, SMUD may not be able to fulfill its procurement obligations for its CCA Credit Services client and may also have difficulty procuring its own RA capacity and other commodity needs before PG&E emerges from bankruptcy with an acceptable credit rating. SMUD also needs to continue to enter into forward RA capacity contracts to supply its client’s remaining 2020 requirements and expected 2021 obligations. Given the opportunity for multi-year RA, we may procure 2022 and 2023 RA capacity as well.

The recommendation is based on the following:
- The exception is for purchases only and not sale transactions and therefore does not pose a payment risk to SMUD.
- The credit services we provide to our CCA Credit Services client do not expose SMUD to failures of a counterparty to perform under an energy contract/transaction. That direct risk remains with the client.
- It is unlikely that PG&E will fail to deliver the contracted RA capacity based on the following:
  - PG&E is being compensated for the RA Capacity at attractive prices and has an economic incentive to perform.
  - Failure to perform could cause larger system wide reliability issues and would increase the already
elevated regulatory scrutiny PG&E is under.

- PG&E has previously obtained Debtor-In-Possession (DIP) financing from a consortium of banks to fund operations until it emerges from bankruptcy, and PG&E's reorganization plan has financing proposals as a part of formulating its exit plan from chapter 11 proceedings.

**Board Policy:** SD-3 Access to Credit Markets, SD-11 Public Power Business Model, SD-17 ERM Portfolio, SD-19 Diversified Business

**Benefits:** Allows for continuing energy transactions required for SMUD or its CCA Credit Services clients necessary to meet regulatory and reliability requirements.

**Cost/Budgeted:** Not Applicable

**Alternatives:** If there is no action taken the PG&E trading exception will expire February 21, 2020 and SMUD will no longer be able to enter into any new contracts beyond this point with PG&E.

**Affected Parties:** Energy Trading & Contracts, Treasury, Settlements

**Coordination:** Community Energy Services, Energy Trading & Contracts, Treasury, Legal

**Presenter:** Russell Mills

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**Subject:** Re-authorization for Limited Trading Exception

ITEMS SUBMITTED AFTER DEADLINE WILL BE POSTPONED UNTIL NEXT MEETING.
NARRATIVE:

Requested Action: Informational Item – SMUD Procurement Quarterly report – 4th Quarter 2019

Summary: In August 2003, the Board of Directors approved the SMUD Procurement Policy which included a commitment for staff to report on the SMUD Procurement Activities on a quarterly basis.

Board Policy: This report is provided to demonstrate compliance with SMUD Policy BL-8 and the following Policy Elements:

- Competition
- Direct Procurement
- Sole Source Procurement
- Inclusiveness
- Environmental Procurement
- Responsible Bidder
- Best Value Procurement
- Strategic Alliances
- Protest Policy

Benefits: Ensures compliance with Public Contracting and Best Value procurement principles.

Coordination: Procurement, Board Office

Presenter: Casey Fallon
NARRATIVE:
Requested Action: Informational agenda item to provide Board Members with the opportunity to ask questions and/or discuss recent reports issued by Audit and Quality Services.

Summary: Reports Issued by Audit and Quality Services:

<table>
<thead>
<tr>
<th>Title</th>
<th>Report Number</th>
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<tr>
<td>Pole Inspection Process</td>
<td>28007140</td>
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</table>

Board Policy: Board-Staff Linkage, Board-Internal Auditor Relationship (BL-3)
Benefits: n/a

Cost/Budgeted: n/a
Alternatives: n/a
Affected Parties: Board, Internal Auditor
Coordination: n/a
Presenter: Claire Rogers

SUBJECT: Reports Issued by Audit and Quality Services
Pole Inspection Process
Executive Summary

Audit and Quality Services' (AQS) has completed a review of the Pole Inspection Process. The purpose of the audit was to evaluate the controls in place over the pole inspection process, including compliance with existing policies and procedures and regulatory requirements. The audit was added to the 2019 AQS audit plan.

General Order 165 (GO 165) was issued by the California Public Utilities Commission (CPUC) in 1997, establishing requirements for electric distribution and transmission facilities (excluding those facilities contained in a substation) regarding inspections in order to ensure safe and high-quality electrical service, which includes the intrusive inspection of wood poles. While not regulated by the CPUC, SMUD has elected to meet the requirements outlined in GO 165.

AQS completed an evaluation of the current processes and procedures for the intrusive inspection of wood poles and compliance with GO 165 intrusive inspection timeframes for wood poles. We identified that 132,161 of 132,172 (99.99%) of wood poles were in compliance with GO 165 intrusive inspection timeframes. However, an opportunity for improvement was noted to ensure that poles identified in the field are incorporated in a timely manner into the annual inspection plan. In addition, we noted an opportunity exists to document procedures for the following intrusive pole test processes: developing the annual inspection plan, scheduling pole tests, and monitoring the completion of scheduled inspections and the annual plan. AQS also tested a sample of wood poles to determine compliance with GO 165 record keeping requirements and internal procedures regarding pole inspection marking/tagging with no exceptions.

While opportunities for improvement to the program were identified during this audit, the improvements made since AQS' 2015 audit are very positive and impactful, especially as it pertains to the implementation of the Distribution Line Mobility Project, and AQS commends everyone involved for their vision and effort.

AQS would like to thank Transmission and Distribution Maintenance Planning and Transmission and Distribution Line Construction and Maintenance for their cooperation and support in conducting this audit.
SMUD

Pole Inspection Process
Audit & Quality Services Report

Background:
General Order 165 (GO 165) was issued by the California Public Utilities Commission (CPUC) in 1997, establishing requirements for electric distribution and transmission facilities (excluding those facilities contained in a substation) regarding inspections in order to ensure safe and high-quality electrical service, which includes the intrusive inspection of wood poles. Intrusive inspections involve the movement of soil, taking samples for analysis, and/or using more sophisticated diagnostic tools beyond visual inspections or instrument reading. In addition, GO 165 establishes maximum intervals for inspection cycles for wood poles. While not regulated by the CPUC, SMUD has elected to meet the requirements outlined in GO 165.

SMUD’s Transmission and Distribution Maintenance Planning (TDMP) group within Distribution Systems Operations and Maintenance develops projects and programs that ensures SMUD’s compliance with Federal and State regulations. TDMP is responsible for the development of yearly Operation and Maintenance (O&M) and Capital plans for all SMUD-owned substations and transmission and distribution lines. This includes developing annual inspection plans for the intrusive tests of wood poles.

SMUD’s Transmission and Distribution Line Construction and Maintenance within Line Assets is responsible for the construction, maintenance, and repair of energy delivery infrastructure with the exception of substations and the downtown network. This includes emergency response to outages and failed equipment which may pose a critical risk to the public, power restoration, repair to damaged equipment, routine maintenance of equipment, and new construction. The department is also responsible for performing inspections of wood poles and record keeping of all inspections, identified deficiencies, and repairs.

On April 26, 2019, Transmission and Distribution Line Construction and Maintenance implemented the Distribution Line Mobility Project which provided an online mobile solution to perform detailed line inspections and intrusive pole tests. Project benefits included field inspection and work assignment efficiencies, corrective notification automation, field device consolidation, and data capture efficiencies. The implementation of this mobile solution has helped to strengthen the controls over Transmission and Distribution Line Construction and Maintenance’s pole inspection process.

Scope:
Our audit scope included TDMP’s and Transmission and Distribution Line Construction and Maintenance’s processes for the intrusive inspection of wood poles, as defined by GO 165 and internal procedures. Specifically, for intrusive inspections of wood poles completed January 1, 2018 through June 30, 2019.
Objectives:
The objectives of the audit were to:

1. Evaluate the wood pole inspection process. Specifically:
   a. The process to develop the annual plan for intrusive pole tests.
   b. The process to schedule work for intrusive pole tests.
   c. The process to monitor the completion of scheduled inspections and the annual plan for intrusive pole tests.

2. Determine whether SMUD adheres to wood pole intrusive inspection timeframes in accordance with GO 165 and internal procedures.

3. For a sample of completed pole inspections, determine compliance with GO 165 and internal procedures. Specifically:
   a. Whether SMUD adhered to record keeping requirements which includes identifying any problems or items requiring corrective action and the scheduled date of corrective action.
   b. Whether SMUD adhered to internal procedures regarding pole inspection marking/tagging.

Summary:
AQS interviewed staff from TDMP and Transmission and Distribution Line Construction and Maintenance to obtain an understanding of each group's processes for intrusive inspections of wood poles. We reviewed TDMP's and Transmission and Distribution Line Construction and Maintenance's available procedures and compared them to the current practices. We noted an opportunity exists to document procedures for the following intrusive pole test processes: developing the annual inspection plan, scheduling pole tests, and monitoring the completion of scheduled inspections and the annual plan. Using SAP, AQS obtained the population of wood poles and D2 preventative maintenance notification history. We identified that 132,161 of 132,172 (99.99%) of wood poles were in compliance with GO 165 intrusive inspection timeframes. However, an opportunity for improvement was noted to ensure that poles identified in the field are incorporated in a timely manner into the annual inspection plan developed by TDMP. In addition, AQS tested a sample of wood poles to determine compliance with GO 165 record keeping requirements and internal procedures regarding pole inspection marking/tagging with no exceptions.

Conclusion:
Evidence of compliance with GO 165 for intrusive inspection timeframes was available for 99.99% of wood poles. In addition, SMUD is in compliance with GO 165 record keeping requirements and internal procedures regarding pole inspection marking/tagging for the sample population tested. While opportunities for improvement to the program were identified during this audit, the improvements made since the 2015 audit are very positive and impactful, especially as it pertains to the implementation of the Distribution Line Mobility Project, and AQS commends everyone involved for their vision and effort.
### Pole Inspection Process

#### Observations

<table>
<thead>
<tr>
<th>Observation 1 – Found Pole Inspection Timeliness</th>
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<tbody>
<tr>
<td><strong>Risk Ranking</strong></td>
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<tr>
<td>Low</td>
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</tbody>
</table>

**Criteria:**
GO 165 and SMUD's Transmission Maintenance Inspection Plan (TMIP), Section 3.5.4.4, *Wood Pole Inspection and Testing Intervals*, require wood poles over fifteen years, which have not been subject to intrusive inspections to be intrusively inspected and tested within a maximum interval of ten years. Wood poles that pass the intrusive inspections are to be retested within a maximum interval of twenty years.

**Conditions:**
AQS identified 11 poles, aged 27-72 years old, that do not have intrusive inspection records in SAP and have surpassed the GO 165 and TMIP maximum timeframe for intrusive pole inspections that have not been included in the annual pole inspection plan.

**Causes:**
These poles were found in the field and the internal business rule is to inspect the asset within one year of identification. However, 8 of the 11 poles were added to GIS between May 2015 through April 2017. Since being located/placed back into service, the poles have not been captured during the development of TDMP's annual pole inspection plan. AQS is unable to determine what caused the identified poles to not be included within the annual pole inspection plan.

**Effects:**
The current process to identify poles requiring intrusive inspections for inclusion in the annual inspection plan has a process gap that has resulted in a small number of poles not being in compliance with GO 165 and the TMIP.

**Recommendations:**
AQS recommends Distribution Systems Operations and Maintenance - TDMP evaluate the annual pole inspection planning process to identify what caused some poles due for inspection to not be included in the annual plan and enhance controls to ensure going forward all poles are that are due for inspection per GO 165 and the TMIP are added to the annual plan.
Management Responses:
Distribution System Operations and Maintenance agrees with AQS's recommendation. TDMP was unaware that an existing flow chart was not being followed, that indicated any ‘found in field’ asset would have an immediate detailed line inspection and pole test (if applicable) performed at the time of discovery. Additionally, TDMP was not made aware by any other departments that new facilities were ‘found in field’ and need an inspection notification created for the following year. TDMP will update its queries and procedures to ensure all distribution equipment ‘found in field’ are included in the upcoming year's maintenance plan. All 11 pole locations will have a detailed line inspection and pole test performed by the end of 2020. It is anticipated that all corrective actions will be implemented by January 15, 2021.

Observation 2 – Pole Inspection Process Procedures

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<td>01/15/2021</td>
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</table>

Criteria:
AP 01.01.02, Policies and Procedures, states that Senior Leadership or designees approve department policies, procedures and work instructions that further define how individual departments or workgroups operate.

Conditions:
AQS identified that the following processes, which are supported by software solutions, do not have formally documented procedures:

- The process to develop the annual plan for intrusive pole tests.
- The process to schedule work for intrusive pole tests.
- The process to monitor the completion of scheduled inspections and the annual plan for intrusive pole tests.

Causes:
TDMP and Transmission and Distribution Line Construction and Maintenance relies on institutional knowledge to perform key processes.

Effects:
Without documented procedures, key processes may not be completed consistently or accurately which may increase the risk of non-compliance with GO 165 and the TMIP.
### Recommendations:

**Distribution Systems Operations and Maintenance - TDMP**
AQS recommends TDMP formally document the process to develop the annual plan for intrusive pole tests and its process to monitor the completion of the annual plan for intrusive pole tests. The procedures should include items such as: roles and responsibilities, the process description and methodology, and service levels (if applicable).

**Line Assets - Transmission and Distribution Line Construction and Maintenance**
AQS recommends Transmission and Distribution Line Construction and Maintenance formally document the process to schedule work for intrusive pole tests and the process to monitor the completion of scheduled inspections. The procedures should include items such as: roles and responsibilities, the process description and methodology, and service levels (if applicable).

### Management Responses:

**Distribution Systems Operations and Maintenance - TDMP**
Distribution System Operations and Maintenance agrees with AQS’s recommendation. TDMP will formally document the process to develop the annual plan for intrusive pole tests and the process to monitor the completion of the annual plan for intrusive pole tests. It is anticipated that all corrective actions will be implemented by January 15, 2021.

**Line Assets - Transmission and Distribution Line Construction and Maintenance**
Energy Deliver recognizes the need for formal, documented processes and is currently reviewing and updating work, safety and preferred work method procedures / processes throughout Energy Delivery. The proposed timeline schedule for completion of this effort has not been finalized but this recommendation will be included in the scope of the project (roles & responsibilities, the process description and methodology, and service levels). This effort will be prioritized and completed by January 15, 2021.
Appendix A - Observation Definitions

Observation: Audit observations are risk ranked using the guidance below and focused on policy, compliance and operational improvement opportunities of the audited area.

Risk Rankings:

**Extremely High**
- Material loss of assets or financial impact; or
- Severe legal, regulatory or compliance sanctions; or
- Cessation of business services for the foreseeable future; or
- Critical impact in achieving SMUD’s goals and objectives; or
- Major deterioration in customer metrics and surveys. Irreparable negative media coverage and damage to SMUD’s reputation; or
- Widespread loss of confidence from employees. Unable to fill critical positions for a long period of time

**High**
- Significant loss of assets or financial impact; or
- Significant legal, regulatory or compliance sanctions; or
- Widespread disruption of service levels and interruption of business functions; or
- Significant delays or modification of operational goals and objectives; or
- Significant deterioration in customer metrics and surveys; Significant negative media and erosion of trust; or
- Significant loss of confidence from employees. Significant increase in unanticipated employee separations. Slight impact to fill critical positions

**Medium**
- Moderate loss of assets or financial impact; or
- Moderate legal, regulatory or compliance sanctions; or
- Moderate operational impact to service levels or business disruption; or
- Moderate delays or modification to goals and objectives; or
- Moderate decline in customer metrics and surveys. Modest negative media; or
- Moderate loss of confidence from employees. Moderate increase in unanticipated employee separations. Little to no impact to critical positions

**Low**
- Minor loss of assets or financial impact; or
- Minor legal, regulatory or compliance sanctions; or
- Minor operational impact to service levels and business activity; or
- Minor delays or modifications to goals and objectives; or
- Slight decline in customer metrics and surveys. Limited public criticism; or
- Minor loss of confidence from employees. Slight increase in unanticipated employee separations. No impact to critical positions

Components:
- **Criteria** – The standards, measures, or expectations used in making an evaluation and/or verification (the correct state)
- **Conditions** – The situation that you found, supported by evidence and characterized by facts, measurements, examples, etc. (the current state)
- **Causes** – The reasons for the difference between expected and actual conditions
- **Effects** – The actual or potential risks or exposure the organization faces if the causes and the conditions continue.
### BOARD AGENDA ITEM

**STAFFING SUMMARY SHEET**

**SSS No.**
CFO 19-025

**TO TO**

1. Gary King
2. Jennifer Davidson
3. Stephen Clemons
4. 
5. 
6. 
7. 
8. 
9. Legal
10. CEO & General Manager

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<td></td>
<td></td>
<td></td>
<td>Jennifer Restivo</td>
<td>Planning, Pricing &amp; Enterprise Performance</td>
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**NARRATIVE:**

**Requested Action:** Provide the Board’s Finance and Audit Committee with SMUD’s Power Supply Costs for 2019 and the year-to-date period for 2020.

**Summary:** Staff will present the Board’s Finance and Audit Committee with SMUD’s Power Supply Costs for the year-to-date period for 2020.

**Board Policy:** GP-3

**Benefits:** Provides the Board Members with current information on power supply costs for SMUD.

**Cost/Budgeted:** n/a

**Alternatives:** None

**Affected Parties:** Planning, Pricing & Enterprise Performance

**Coordination:** Planning, Pricing & Enterprise Performance

**Presenter:** Jennifer Davidson

### Additional Links:

**SUBJECT**
Review of SMUD’s Current Power Supply Costs

ITEM NO. (FOR LEGAL USE ONLY)

ITEMS SUBMITTED AFTER DEADLINE WILL BE POSTPONED UNTIL NEXT MEETING.
**BOAND AGENDA ITEM**

**STAFFING SUMMARY SHEET**

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<tbody>
<tr>
<td>1.</td>
<td>Gary King</td>
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<td>2.</td>
<td>Jennifer Davidson</td>
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<td>3.</td>
<td>Stephen Clemons</td>
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<td>4.</td>
<td>Legal</td>
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<td>5.</td>
<td>CEO &amp; General Manager</td>
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**Consent Calendar**

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**FROM (IPR)**

Rosanna Herber / Donna Lofton

**DEPARTMENT**

Board Office

**MAIL STOP**

B307

**EXT.**

5079

**DATE SENT**

12/23/19

**NARRATIVE:**

**Requested Action:** Provide a summary of committee direction from the Board to Staff.

**Summary:** During a Board discussion at the January 2017 Policy Committee, the Board requested having an on-going opportunity to do a wrap up period at the end of each committee meeting to summarize various Board member suggestions and requests that were made at the meeting in an effort to make clear the will of the Board. The Committee Chair will summarize Board member requests that come out of the committee presentations for this meeting.

**Board Policy:** GP-4 Agenda Planning states the Board will focus on the results the Board wants the organization to achieve.

**Benefits:** Having an agendized opportunity to summarize the Board’s requests and suggestions that arise during the committee meeting will help clarify what the will of the Board.

**Cost/Budgeted:** N/A

**Alternatives:** Not summarize the Board’s requests at this meeting.

**Affected Parties:** Board of Directors and Executive Staff

**Coordination:** Donna Lofton, Special Assistant to the Board

**Presenter:** Rosanna Herber, Finance & Audit Committee Chair

**Additional Links:**