



## MEMORANDUM

To: Human Resources and Governance Committee  
From: Peggy Heeg, Human Resources and Governance (HR&G) Committee Chair  
Date: August 19, 2024  
Re: Item 5 - Review of Draft Committee Self-Evaluation Surveys

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The HR&G Committee Charter provides that the Committee shall “[o]versee the annual self-assessments of Board committees.” During 2023, I worked with ERCOT staff to develop a standard, more concise self-evaluation survey for use by all the Board Committees. Attached is a draft proposed 2024 Annual Committee Self-Evaluation Survey, applying the same format the Board adopted in 2023. 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 any feedback during the August 19, 2024 meeting, it is expected that all of the Board Committees will review the survey at their October 2024 meetings. After incorporating any feedback, Committee self-evaluations will be conducted in October-November 2024 with results presented at the December 2024 Committee meetings.

We look forward to discussing the draft self-evaluation survey at the August 19, 2024 HR&G Committee meeting.



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### Human Resources and Governance Committee Annual Self-Evaluation (2024)

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:					



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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:					



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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.					