



## MEMORANDUM

To: ERCOT Human Resources and Governance (HR&G) Committee  
From: Chad V. Seely, ERCOT Senior Vice President, General Counsel and Corporate Secretary  
Date: November 21, 2024  
Re: Item 5 – Annual Committee Self-Evaluation Survey Results

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At the October 9, 2024 HR&G Committee meeting, Committee members were encouraged to complete an electronic Annual Committee Self-Evaluation Survey to be administered following the meeting.

Attached are the Annual Committee Self-Evaluation Survey results for the Committee's consideration.



## Human Resources and Governance 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 |  | Avg. Rating<br>(max = 5) | Comments   |
|----------|--|--------------------------|--|
| 1        | Are the responsibilities of the Committee well defined?                | 4.75                     | Comment 1) The Committee's responsibilities are well defined in the charter.<br>Comment 2) Responsibilities are defined in the Committee Charter.                        |
| 2        | Is the Committee effective in fulfilling its general responsibilities? | 4.75                     | Comment 1) The Committee is effective in fulfilling its responsibilities.<br>Comment 2) The Committee sets its agenda to ensure fulfilling its general responsibilities. |



| Question |  | Avg. Rating (max = 5) | Comments   |
|----------|--|-----------------------|--|
| 3        | Is the Committee fulfilling the specific duties set forth in its charter?  | 4.75                  | <p>Comment 1) The Committee fulfills its specific duties in the charter but relies on the executive liaison to track and calendar specific charter items. The executive liaison should periodically review the charter and calendar to ensure that all duties are addressed.</p> <p>Comment 2) The Committee completes its duties by completing the work set forth in each agenda.</p> |
| 4        | Do Committee members receive adequate background information prior to meetings?                                    | 4.50                  | All Committee materials should be received at least one week prior to Committee meetings. HR materials should be data oriented, track trends, and include an executive summary of the data.  |
| 5        | Are meetings conducted in a manner and on a schedule that ensures open communication and meaningful participation? | 4.75                  | The meetings are conducted to ensure open communication.   |
| 6        | Are Committee agendas set and prioritized to assist the Committee to function effectively?                         | 4.75                  |  |



| Question |   | Avg. Rating<br>(max = 5) | Comments   |
|----------|---|--------------------------|--|
| 7        | Is meeting time appropriately allocated between management presentation and Committee discussion, to allow adequate opportunity for deliberation? | 4.75                     | Management and the Committee Chair do a good job allocating the appropriate amount of time to meetings recognizing that some Committee meetings are light in content and some meetings are heavy in content. |
| 8        | Does the Committee reach timely resolution of issues?   | 5                        |  |
| 9        | Are Committee meetings efficient and productive?  | 5                        | The committee chair works to ensure the meetings are efficient and productive.   |
| 10       | Is the length of Committee meetings appropriate?  | 5                        | Management and the Committee Chair do a good job allocating the appropriate amount of time to meetings recognizing that some Committee meetings are light in content and some meetings are heavy in content. |
| 11       | Does the Committee hold an adequate number of meetings during the year?   | 4.75                     | Committee annual responsibilities are scheduled and completed during scheduled committee meetings.   |



| Question |   | Avg. Rating (max = 5) | Comments  |
|----------|---|-----------------------|---|
| 12       | Does the Committee have the appropriate number of members?      | 5                     | Given the size of the Board and the important matters handled by the Board, four members is the appropriate size.   |
| 13       | Is the Committee's leadership effective?                        | 5                     |   |
| 14       | Please add additional comments, questions and suggestions here. |                       | <p>Comment 1) I believe that the Committee's Members and its Chair are properly fulfilling their responsibilities.</p> <p>Comment 2) Once new Board members are appointed, Committee composition should be evaluated (for all Committees).</p> <p>ERCOT Staff should evaluate whether a different evaluation format is available so that Committee members can see the entirety of their comments before submitting the form.</p> |