

WSHIP BOARD OF DIRECTORS INDIVIDUAL MEMBER EVALUATION TOOL

Please evaluate the following Board member: _____

(Note: Your scores and comments will be provided verbatim to the Board member.)

		Exceeds Expectations	Meets Expectations	Does Not Meet Expectations <u>(Add comment)</u>
I.	Commitment of time and effort			
1.	Appears adequately acquainted with the Board's history, statutory purpose, and essential operational activities, as well as roles and responsibilities of Board Members.			
2.	Regularly attends scheduled meetings of the Board.			
3.	Appears to have devoted preparation time and reviewed meeting materials in advance.			
4.	Serves on and regularly attends at least one Board committee.			

		Exceeds Expectations	Meets Expectations	Does Not Meet Expectations <u>(Add comment)</u>
II.	Commitment to personal integrity and collaborative work			
1.	Participates in the work of the Board with honesty, integrity, and prudence.			
2.	Discloses any existing or potential conflicts of interest with respect to any matter before the Board.			
3.	Participates collaboratively and attentively as the Board identifies, analyzes, discusses, and resolves Board business.			
4.	"Agrees to disagree agreeably" whenever there is failure or inability to reach consensus on Board matters.			
5.	Facilitates the Board's understanding of the needs and concerns of the constituents he or she represents.			

Please provide comments on this Board member's overall participation and contributions on the reverse side of this form.

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Please comment on this Board member's overall participation and contributions.

WSHIP Board of Directors Full Board Evaluation Tool

Form Instructions:

1. Each board member should individually respond by checking the box that represents his/her assessment of the Board's performance during the past year for each of the numbered items below.
2. Include or attach suggestions for how the Board could achieve higher ratings (especially for items marked "Changes Needed").
3. Include suggestions for education (especially where "Not enough knowledge to answer" has been marked).
4. Submit form to Executive Assistant for inclusion in the Full Board Evaluation Summary.

		<u>5</u> Board Strength	<u>3</u> Board Competence	<u>1</u> Changes Needed <i>(Add comment)</i>	Not enough knowledge to answer <i>(Add comment)</i>	Suggestions/Other Comments
	Overall Board Responsibilities					
1	Board has a full and common understanding of the roles and responsibilities of the board.					
2	Board members understand the organization's statutory charter, Chapter 48.41 RCW, and statutorily defined functions.					
3	Board understands its current mission for the organization in light of the statute, and the need to re-evaluate its long-term mission in light of the Affordable Care Act.					
4	Board sets clear goals and functions that must be accomplished in order to fulfill the mission and statutory purpose.					
5	Goals and functions are regularly reviewed in light of new information about needs.					
6	Board has measurable service indicators <u>for the WSHIP administrator</u> and periodically reviews plans for managing and continuously improving services.					
7	Board has formulated key organizational financial objectives and a budget aligned with them; and, ensures that financial controls are in place.					
8	Board gets good information on which to base governance decisions.					

		<u>5</u> Board Strength	<u>3</u> Board Competence	<u>1</u> Changes Needed <u>(Add comment)</u>	Not enough knowledge to answer <u>(Add comment)</u>	Suggestions/Other Comments
9	Board regularly monitors and evaluates progress of management strategies to achieve goals.					

	<i>Board linkage with stakeholders</i>	<u>5</u> Board Strength	<u>3</u> Board Competence	<u>1</u> Changes Needed	Not enough knowledge to answer	Suggestions/Other Comments
10	Board has discussed and clearly identified those to whom it is accountable (stakeholders).					
11	Board has deliberate methods of regularly hearing from stakeholders and demonstrating the Board's accountability to them.					
12	Board discharges its legal duties on behalf of stakeholders and acts in good faith in a prudent, reasonable and informed manner.					

	<i>Board governance process</i>	<u>5</u> Board Strength	<u>3</u> Board Competence	<u>1</u> Changes Needed	Not enough knowledge to answer	Suggestions/Other Comments
13	Board has a process in place for thorough orientation of new Board members. <u>The Board maintains an Orientation Manual for new Board Members.</u>					
14	Board regularly discusses its own educational needs and has plans to meet them.					
15	Organization's structural pattern (Board, officers, committees, executive and staff) is clear and effective.					
16	Board follows an appropriate code of conduct.					
17	Board works together in a collaborative manner					
18	Board regularly evaluates its own function and effectiveness, and that of individual Board members.					
19	Board has a conflict of interest policy which is reviewed annually with board members.					

	<i>Delegation (empowerment & accountability)</i>	<u>5</u> Board Strength	<u>3</u> Board Competence	<u>1</u> Changes Needed	Not enough knowledge to answer	Suggestions/Other Comment
20	Board regularly evaluates the performance of the Executive Director, and adjusts compensation.					
21	Board has a good understanding of the role of the Executive Director versus the role of the Board.					
22	Board and Executive Director communicate effectively with one another.					
23	Board has a succession plan <u>for the Executive Director position</u> and would be able to undertake an effective Executive Director recruitment and selection process if the need arose.					
24	Board expects, receives, and reviews regular reports from the Executive Director that provide evidence of achievement of the expected results.					

Please list the three to five topics on which you believe the board should focus its attention in the next year to improve its functioning. Be as specific as possible in identifying these topics.

- 1.
- 2.
- 3.
- 4.
- 5.