



APPROVED 1/22/25

MINUTES
City of Tacoma
Public Utility Board Meeting
Special Meeting
Wednesday, December 4, 2024; 8:30
Thursday, December 5, 2024; 8:30
Conference Room LT1

December 4, 2024

Chair O'Loughlin called the Public Utility Board meeting to order at 8:31 a.m.

Present: John O'Loughlin; William Bridges; Elly Claus-McGahan

Excused: Carlos Watson, Anita Gallagher

Chair O'Loughlin made opening remarks. The purpose of the workshop is to help the Board be effective in its work in serving the public. Chair O'Loughlin referenced past News Tribune articles related to the formation of the Board.

Director Flowers made opening remarks. The Director provided background on the former use of governance training from the American Public Power Association (APPA) and using APPA's revamped training is a good opportunity to reflect on and examine the Board's governance practices. The Director then introduced Steve VanderMeer, executive consultant with the APPA who wrote the Policymaker' Handbook. Mr. VanderMeer's expertise and experience was then highlighted.

Mr. VanderMeer walked the Board through governance best practices with focus on: Governance in public utilities; Legal obligations, Board authority; Roles and responsibilities; Ownership and obligations; Financial oversight; Stakeholder engagement; Policy governance; Strategic focus; and Guiding Principles.

There being no further business, day one of the Board workshop was adjourned at 3:23 p.m. until December 5, 2024, at 8:30 a.m.

December 5, 2024

Chair O'Loughlin called the Public Utility Board meeting to order at 8:30 a.m.

Present: John O'Loughlin; William Bridges; Elly Claus-McGahan; Anita Gallagher

Excused: Carlos Watson

Mr. VanderMeer summarized the discussion from day one of the workshop. The Board discussed the examination of its Guiding Principles (GPs) through the lens of 'ends v. means' – or – objectives of the GP v. how objectives are achieved). The Board engaged

in a robust discussion of each GP through that lens. The desired result of the GP review is incorporation of the Board's perspective into strategic planning work being done in preparation for 2026 and beyond. There was also discussion about other ways the Board can be involved in TPU's strategic planning process.

There being no further business or comments, day two of the Public Utility Board workshop was adjourned at 11:36 a.m. until Wednesday, December 11, 2024, for a regular meeting at 6:30 p.m.

Approved:



John O'Loughlin
Chair



Elly Claus-McGahan
Secretary