This brief is being provided to inform the board, staff and public of the details of an agenda item that requires action from the board. The President of the Board will provide board members, staff, and the public the opportunity to ask questions about this topic when this agenda item is announced.

**Date:** April 19, 2021

**Originator:** Cary Curtis

**Agenda Topic Title**:  **Gold Mountain CSD District Transparency Challenge and Formation of Transparency Challenge Ad-hoc Committee**

**Purpose of Brief:**  Update on next steps for the District Transparency Challenge and appoint ad-hoc Committee of the Board and Staff with responsibility to manage requirements of the Challenge with a goal to complete the Challenge by Nov. 30, 2021

**Supporting Documents Included:**  Yes, included as part of this brief document.

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1. **Agenda Topic Brief or Update:**

At the March 15, 2021 GMCSD Board Meeting, the board and staff agreed that participating in the CSDA Special District Leadership Foundation - District Transparency Challenge would be beneficial for the District and would provide an opportunity for the District to showcase their commitment to transparency. It was discussed that a timeline of activities should be created that would help staff and the board to keep on track with the requirements of the Challenge. Additionally, an ad-hoc committee of board and staff should be formalized.

**Desired Board Action:**

Formalize an ad-hoc committee of board members and staff to lead the workflow of the Transparency Challenge.

1. **Anticipated Impacts to the District -** (*Consider financial impact, change in procedures, customer, and staff communication*):

The Challenge would serve as a confirmation and commitment of transparency in the District.

1. **Anticipated Impacts to the Customer –** *Standby, Residential, Commercial***:**

Will build additional customer confidence that the District operates in a transparent manner.

1. **Next Steps for this Topic**:

Agree upon a plan for implementing the requirements of the Challenge and implement the plan.

**Breakdown of Suggested High-Level Workflow for Transparency Ad-Hoc Committee**

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| --- | --- | --- | --- |
| **Item #** | **Description** | **Assigned to** | **Target Date** |
| **1** | **Appoint ad-hoc committee of board and staff to work the Challenge** |  | **4-19-21** |
| **2** | **Committee establishes recurring meetings to monitor assignments and progress** |  |  |
| **3** | **Committee reviews all areas of the Challenge to determine the components that are new and need to be created** |  |  |
| **4** | **Committee identifies checklist items currently in place and according to the Checklist, documents, complies, or posts items to the website** |  |  |
| **5** | **Committee recommends work assignments on required components of the Challenge – within and outside of the Ad-Hoc Committee** |  |  |
| **6** | **Committee provides the Policy Review Committee with a list of required new policies that need to be escalated to the top of the policy review list** |  |  |
| **7** | **Committee sets timeline for tasks to be completed** |  |  |
| **8** | **Committee monitors completion of tasks and reports during board meetings of progress** |  |  |
| **9** | **Committee completes Checklist and submits to Special District Leadership Foundation (SDLF)** |  | **By 11-30-21** |