### Commissioner Tools

**DETAILED ASSESSMENT**

![Screenshot of the Commissioner Tools interface with a focus on the Organization Navigator and the Create New Contact section. The screen shows various Packs and their contact and advancement information.]
Commissioner Tools

CREATING CONTACTS
**Commissioner Tools**

- **Type of Contact**: District Event
- **Commissioner**: John T Capecchi
- **Date of Contact**: 04/09/2020

Please select the person you wish to receive blank unit assessment form to fill out prior to your visit:

- [ ] COR Troop
- [ ] CC Troop
- [ ] Scoutmaster Troop

- Chartered Organization Rep.
- Committee Chairman
- Scoutmaster
- qa@scouting.org

Send Copy To:

- E-Mail Address

- Blind CC will be sent to the Commissioner making the entry.

- **Unit Health**: Unit health unchanged
Commissioners of Boy Scouts of America

Scheduled Contact Date - 04/29/2020

Greetings:

Our council is using Commissioner Tools on my.scouting.org. As a Unit Commissioner, my top priority is to help you and your unit deliver the best possible Scouting experience to your youth. I am sending you a Unit Assessment form that can help us with that process. Please take a few minutes, in collaboration with the other members of your unit Key Three (the unit leader, committee chairman, and chartered organization representative have received this email) to complete it. During my scheduled visit on 04/29/2020, I hope to discuss with you the results of your completed Unit Assessment.

Click here to view and complete your assessment. If you click on the link and it doesn’t open, please do not give up; copy and paste it into your browser (Chrome, Firefox and Safari are recommended) and try that. To do so, right click on the link, and select “Copy Hyperlink”. Then, open your browser, right-click in the search bar, select “Paste”, and then hit enter.

Thank you for your time and I look forward to seeing you.

Yours in Scouting,

Unit Commissioner, Commissioner
qa@scouting.org
Commissioner Tools

Membership

CHANGE TO INTERMEDIATE ASSESSMENT

Retention:
* Retains a significant percentage of youth members.

1 2 3 4 5

Growing Scouting:
* Unit increasing in membership or maintaining a larger than average size for its unit type.

1 2 3 4 5

Webelos To Scout Transition:
* Troop has an effective plan to recruit Webelos Scouts into the Troop

1 2 3 4 5
Commissioner Tools

DETAILED ASSESSMENT

Troop 3246 BPOE #2427 Elks

Last Detailed Assessment

- Planning and Budget: 5
- Membership: 3.5
- Program: 5
- Volunteer Leadership: 2.5

Training and Membership

Membership Numbers:
- 13 Adult Registered in Unit
- 24 Youth Registered in Unit

Training Data:
- Youth Protection Training (YPT):
  - Current: 0
  - Expired: 13
  - Never Taken: 0
- Leaders:
  - Not Trained: 9
  - Trained: 4

See List of Leaders Needing YPT
See List of Not Trained Leaders

Print Blank Assessments
- Blank Unit Assessment Form
- Commissioner Assessment Form
- Form With Unit Data

Planning and Budget
Commissioner Tools

DETAILED ASSESSMENT

Troop 3246 BPOE #2427 Elks

Detailed Assessment

Low 1 Medium - Low 2 Medium 3 Medium - High 4 High 5

Last Detailed Assessment

- Planning and Budget: 5
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Planning and Budget
Commissioner Tools

DETAILED ASSESSMENT

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Planning and Budget
Commissioner Tools

DETAILED ASSESSMENT
Commissioner Tools

DETAILED ASSESSMENT

Leaders Not Trained Roster:

- Sean [redacted]
  - Cubmaster
- Brian [redacted]
  - Pack Trainer
- Kevin [redacted]
  - Committee Member
- Robert [redacted]
  - Den Leader
- Kristina [redacted]
  - Den Leader
- Trevor [redacted]
  - Committee Chairman
Commissioner Tools

DETAILED ASSESSMENT

Training Data:

Youth Protection Training (YPT):

<table>
<thead>
<tr>
<th>Current</th>
<th>Expired</th>
<th>Never Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>13</td>
<td>0</td>
</tr>
</tbody>
</table>

Leaders:

<table>
<thead>
<tr>
<th>Not Trained</th>
<th>Trained</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>4</td>
</tr>
</tbody>
</table>

See List of Leaders Needing YPT

See List of Not Trained Leaders

Planning and Budget

<table>
<thead>
<tr>
<th>Membership</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.5</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Volunteer Leadership</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.5</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Unit Priorities and Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completed</td>
</tr>
</tbody>
</table>

Create Unit Service Plan
**Commissioner Tools**

**DETAILED ASSESSMENT**

Print Blank Assessments
- Blank Unit Assessment Form
- Commissioner Assessment Form
- Form With Unit Data

Print

**Planning and Budget**

**CHANGE TO INTERMEDIATE ASSESSMENT**

Budget:
* Have a program plan and budget that is regularly reviewed by the committee, and it follows BSA policies relating to fundraising.

1 2 3 4 5

* Commissioner Comments:
This unit prepares an annual budget for its program. The unit committee reviews expenditures monthly at their committee meetings.
Commissioner Tools

DETAILED ASSESSMENT

CHANGE TO INTERMEDIATE ASSESSMENT

Retention:
- Retains a significant percentage of youth members.

1  2  3  4  5

Growing Scouting:
- Unit increasing in membership or maintaining a larger than average size for its unit type.

1  2  3  4  5

Webelos To Scout Transition:
- Troop has an effective plan to recruit Webelos Scouts into the Troop.

1  2  3  4  5

* Commissioner Comments:

Type your comments here...
## Detailed Assessment

**Program**

### Change to Intermediate Assessment

**Advancement:**
- Achieve a high percentage of Scouts BSA earning rank advancements.

<table>
<thead>
<tr>
<th>Scale</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
</table>

### Short Term Camping:
- Conduct short-term or weekend campouts throughout the year.

<table>
<thead>
<tr>
<th>Scale</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
</table>

### Long Term Camping:
- Participate in long-term camp with a majority of the troop in attendance.

<table>
<thead>
<tr>
<th>Scale</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
</table>

### Service Projects:
- Participate in service projects, with at least one benefiting the chartered organization.

<table>
<thead>
<tr>
<th>Scale</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
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</thead>
</table>

### Patrol Method:
- Use the patrol method to develop youth leaders.

<table>
<thead>
<tr>
<th>Scale</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
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</table>

**Commissioner Comments:**

Type your comments here...
Commissioner Tools

DETAILED ASSESSMENT

Membership

CHANGE TO DETAILED ASSESSMENT

* Select Overall score:

1  1.5  2  2.5  3  3.5  4  4.5  5

* Commissioner Comments:

Type your comments here...
Commissioner Tools

DETAILED ASSESSMENT
Commissioner Tools

DETAILED ASSESSMENT

Unit Priorities and Details

* Unit striving to achieve the following JTE Award

If Key Leader(s) changing within the next 4 months

Help Needed In:
Need to discuss unit with ADC/DC (optional)

Have a possible UC candidate in this unit?

Youth Attendance: (only for meetings where youth would be in attendance)

Completed

Bronze

Gold
Silver

Bronze
No Ranking
No

UC Candidate Name

Home ❯ UC Candidate Phone

UC Candidate Email

Steady
Unit Priorities and Details

* Unit striving to achieve the following JTE Award

If Key Leader(s) changing within the next 4 months

Help Needed In:

Need to discuss unit with ADC/DC (optional)

Have a possible UC candidate in this unit?

* Bronze

Please make a selection

- No Succession Plan
- Succession Plan in Place

UC Candidate Name

Home

UC Candidate Phone
Commissioner Tools

**DETAILED ASSESSMENT**

**Priority Need(s):**

- [ ] Issues with Key 3
- [ ] Unit not meeting
- [ ] Unit with no leader
- [ ] Unit with no committee
- [ ] Unit with no new members
- [ ] Unit conflict with Chartered Organization
- [ ] New unit leader lacks orientation or training
- [ ] Unit with weak leadership
UNIT SERVICE PLAN

Create Unit Service Plan

- Category for this Service Plan
  - Volunteer Leadership
  - Planning and Budget
  - Membership
  - Program
  - Volunteer Leadership

- Target Completion Date

- Actual Completion Date

* Describe an action that will help raise assessment of performance. (e.g. Develop a budget for the year)

  Assist unit in developing a succession plan.

* Identify person and entity responsible for the above action. (e.g. Jonathon Doe, Committee Member)

  Committee chair and COR along with UC

ADD ANOTHER SERVICE PLAN
Commissioner Tools

HELP OPTIONS

- Use a supported browser. Google Chrome is best.
- Clear cache
- Contact your Council Tools Champion or call your local council
- Sub-category for commissioner tools on the MyScouting tools forum