



**REGULAR MEETING and SPECIAL MEETING of the Board of Directors of the  
Peninsula Clean Energy Authority (PCEA)  
Thursday, April 27, 2017  
AMENDED MINUTES**

San Mateo County Office of Education, Corte Madera Room  
101 Twin Dolphin Drive, Redwood City, CA 94065  
6:30pm

**CALL TO ORDER**

Meeting was called to order at 6:36 pm.

**ROLL CALL**

**Present:** Dave Pine, County of San Mateo, *Chair*  
Carole Groom, County of San Mateo  
Rick DeGolia, Town of Atherton  
Charles Stone, City of Belmont  
Donna Colson, City of Burlingame  
Rae P. Gonzalez, Town of Colma  
Larry Moody, City of East Palo Alto  
Elizabeth Cullinan, Town of Hillsborough  
Ann Schneider, City of Millbrae  
John Keener, City of Pacifica  
Jeff Aalfs, Town of Portola Valley, *Vice Chair*  
Ian Bain, City of Redwood City  
Marty Medina, City of San Bruno  
Ron Collins, City of San Carlos  
Rick Bonilla, City of San Mateo  
Pradeep Gupta, City of South San Francisco  
Daniel Yost, Town of Woodside

**Absent:** City of Brisbane  
City of Daly City  
City of Foster City  
City of Half Moon Bay  
City of Menlo Park

**Staff:** Jan Pepper, Chief Executive Officer

George Wiltsee, Director of Power Resources  
Dan Lieberman, Director of Marketing and Public Affairs  
Siobhan Doherty, Manager of Contracts  
Joseph Wiedman, Senior Regulatory/Legislative Analyst  
Kirsten Andrews-Schwind, Communications and Outreach Manager  
Leslie Brown, Manager of Customer Care  
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO  
David Silberman, General Counsel

**A quorum was established.**

**PUBLIC COMMENT:**

No public comment.

**ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA ITEMS**

Motion Made / Seconded: Bain / Stone

**Motion passed 15-0 (Abstain: Cullinan. Absent: Brisbane, Daly City, Foster City, Half Moon Bay, Menlo Park, San Mateo)**

**PUBLIC COMMENT**

No public comment.

**REGULAR AGENDA**

**1. CHAIR REPORT**

Dave Pine—Chair—welcomed Board members and attendees. He noted that there would be a special meeting tonight as well as the regular meeting. He announced that Peninsula Clean Energy (PCE) is completing Phase 2 of customer enrollment, so the entire County of San Mateo is on at least 50% clean energy.

**2. CEO REPORT**

Jan Pepper—Chief Executive Officer—announced that PCE is now the largest CCA (Community Choice Aggregator) in California, and that several Board members attended PCE’s Phase 2 press event on April 19<sup>th</sup> at Hillsdale shopping center. She reported that PCE still maintains a low opt out rate of 1.3% and customer accounts now near 300,000. She announced that PCE staff has been expanded by 25% with the addition of two new employees: Siobhan Doherty, Manager of Contracts, and Joe Wiedman, Senior Regulatory/Legislative Analyst. She announced that an Energy Analyst position has been posted, that will be open for applications until May 3<sup>rd</sup>. She also announced several important dates coming up: the online application for the Citizens

Advisory Committee will be open until April 30<sup>th</sup>; PCE staff will present “PCE 101” energy basics training for new Board members the week of May 15<sup>th</sup>; and “PCE 202”—the deeper dive into PCIA, will take place the 1<sup>st</sup> week of June.

### 3. MARKETING AND OUTREACH REPORT

Dan Lieberman—Director of Marketing and Public Affairs—reported on marketing and outreach efforts, including Earth Day events, and PCE sponsorship and conferences.

### 4. REGULATORY AND LEGISLATIVE REPORT

Joseph Wiedman—Senior Regulatory/Legislative Analyst—reported on regulatory and legislative efforts, including meeting with State Senator Scott Wiener on March 31 regarding SB 618; attending the Senate Energy Utilities & Communications Committee Hearing on SB 618 on April 18<sup>th</sup>; an April 20<sup>th</sup> meeting with PG&E (Pacific Gas and Electric Company), MCE (Marin Clean Energy), and SCP (Sonoma Clean Power) on a default TOU (Time Of Use) pilot program. Joe provided updates on several pieces of legislation that would impact CCAs, including SB 618, AB 79, AB 1405, SB 338, and SB 679.

### 5. INTEGRATED RESOURCE PLAN

Joe Wiedman and George Wiltsee—Director of Power Resources—presented considerations for an Integrated Resource Plan (IRP), including resource planning goals, electric load forecasts, the mix of resources, procurement methods, and risk management, and how those relate to PCE’s strategic procurement targets. They reported that although there are currently no final requirements from the CPUC on the components of an IRP, PCE is working on an IRP to submit to the Board for approval, and then ultimately to the CPUC to be certified.

### 6. AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE AN EEI (EDISON ELECTRIC INSTITUTE) MASTER AGREEMENT AND CONFIRMATION AGREEMENT FOR PURCHASE OF RESOURCE ADEQUACY FROM PACIFIC GAS AND ELECTRIC COMPANY (PG&E). POWER DELIVERY TERM: JULY 1, 2017 THROUGH DECEMBER 31, 2017, IN AN AMOUNT NOT TO EXCEED \$3,300,000

Siobhan Doherty—Manager of Contracts—reported that while PCE solicited proposals for Resource Adequacy (RA) for July through December 2017, PG&E posted its own proposal and PCE bid on it for this purchase. She explained that this is not energy, it is capacity. Jan Pepper explained that in the bid, PCE specifically requested that coal and nuclear be excluded. The Board discussed the pros and cons of biomass, how it’s handled in California, and the option of creating a policy in the future.

Motion Made / Seconded: Gupta / Moody

**Motion passed 15-1 (Opposed: Schneider. Abstain: Yost. Absent: Brisbane, Daly City, Foster City, Half Moon Bay, Menlo Park)**

## **SPECIAL MEETING AGENDA**

- 1. AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE A LONG FORM CONFIRMATION AGREEMENT WITH PACIFIC GAS AND ELECTRIC COMPANY (PG&E) FOR PURCHASE OF PCC1 RENEWABLE ENERGY. POWER DELIVERY TERM: JULY 1, 2017 THROUGH DECEMBER 31, 2017, IN AN AMOUNT NOT TO EXCEED \$7,000,000**

Siobhan Doherty reported that PCE has already purchased energy for Phase 1, and is now purchasing for Phase 2 power delivery. She explained that PCE responded to a solicitation from PG&E for this purchase. Jan explained that a number of suppliers were approached, but this purchase represents the best price and it falls within PCE's projected budget.

Motion Made / Seconded: Stone / DeGolia

**Motion passed 16-0 (Abstain: Yost. Absent: Brisbane, Daly City, Foster City, Half Moon Bay, Menlo Park)**

- 2. AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE TWO EEI (EDISON ELECTRIC INSTITUTE) CONFIRMATION AGREEMENTS FOR PURCHASE OF RESOURCE ADEQUACY FROM SHELL ENERGY NORTH AMERICA (SHELL) WITH (1) POWER DELIVERY TERM: JULY 1, 2017 THORUGH DECEMBER 31, 2017 IN AN AMOUNT NOT TO EXCEED \$85,000; AND (2) POWER DELIVERY TERM: JULY 2017, IN AN AMOUNT NOT TO EXCEED \$40,000**

Siobhan Doherty reported that this purchase has the lowest price, and that PCE already had a master agreement with Shell.

Motion Made / Seconded: Stone / DeGolia

**Motion passed 16-0 (Abstain: Yost. Absent: Brisbane, Daly City, Foster City, Half Moon Bay, Menlo Park)**

## **RETURN TO REGULAR AGENDA**

- 7. AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO EXECUTE A CONTRACT FOR PURCHASE AND INSTALLATION OF OFFICE FURNITURE IN AN AMOUNT NOT TO EXCEED \$250,000**

Jan Pepper reported that the landlord at the new office building hired a contractor and construction is about to begin on PCE's new office space. She said PCE's office design will support 26 employees and will be able to host the monthly Board meetings. She explained that she needs authorization to move forward in the process of selecting a furniture vendor before the next Board meeting so the vendor can immediately begin coordinating with the landlord and contractor on electrical needs and cabling locations. Some Board members requested that union labor be considered for the installation, and that American-made furniture be considered in the purchase decision.

Motion Made / Seconded: Bain / Yost

**Motion passed unanimously 17-0 (Absent: Brisbane, Daly City, Foster City, Half Moon Bay, Menlo Park)**

## 8. FORMATION OF A STANDING AUDIT AND FINANCE COMMITTEE

Donna Colson—City of Burlingame—reported that the Audit and Finance Committee will have three goals, help PCE: 1) hire an auditor for the fiscal year end, 2) get ready for the first annual audit, and 3) with the budgeting process. David Silberman explained that the Board, among its options, can appoint members, or decide on the size of the committee and delegate to the Chair of the Board appointment of the members. Dave Pine noted that the following members expressed interest: Lori Liu, Larry May, Daniel Yost, and Donna Colson. Donna reported that the committee would also select an auditor in the near future. Motion to approve creation of a Committee of between 3 and 5 members appointed by the Chair of the Board.

Motion Made / Seconded: Stone / Gupta

**Motion passed unanimously 17-0 (Absent: Brisbane, Daly City, Foster City, Half Moon Bay, Menlo Park)**

## 9. UPDATE FROM AD HOC COMMITTEE ON FORMATION OF NEW CITIZENS ADVISORY COMMITTEE

Kirsten Andrews-Schwind—Communications and Outreach Manager—reported that the deadline to apply for the Citizens Advisory Committee (CAC) is April 30<sup>th</sup>. After the deadline has passed, a committee will meet to review the candidates with the intent that recommended members might be presented at the next Board meeting.

## 10. FINANCIAL REPORT

Jan Pepper presented PCE's most recent financial reports, showing March assets of \$24 Million. She reported that PCE is ahead of initial revenue forecasts, and may be able to pay off loans by the end of 2017. She reported that she's working on a job description for a Finance Director so that position can be posted in the near future.

## 11. BOARD MEMBERS' REPORTS

Charles Stone announced Earth Day activities in Belmont on Saturday the 29th. Marty Medina announced the Relay for Life in San Bruno on Saturday the 29<sup>th</sup>. Larry Moody announced the Council of Cities on May 19<sup>th</sup> at 5pm in East Palo Alto. Pradeep Gupta announced he would participate in a panel discussion on CCAs in San Francisco on May 3<sup>rd</sup>.

## ADJOURNMENT

Meeting was adjourned at 8:51 pm.