REGULAR MEETING of the Board of Directors of the Peninsula Clean Energy Authority (PCEA)  
Thursday, June 22, 2017  
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 6:34 pm.

ROLL CALL

Present: Dave Pine, County of San Mateo, Chair  
Carole Groom, County of San Mateo  
Jeff Aalfs, Town of Portola Valley, Vice Chair  
Rick DeGolia, Town of Atherton  
Greg Scoles, City of Belmont  
Donna Colson, City of Burlingame  
Rae P. Gonzalez, Town of Colma  
Carlos Romero, City of East Palo Alto  
Catherine Mahanpour, City of Foster City  
Harvey Rarback, City of Half Moon Bay  
Laurence May, Town of Hillsborough  
Catherine Carlton, City of Menlo Park  
Ann Schneider, City of Millbrae  
John Keener, City of Pacifica  
Ian Bain, City of Redwood City  
Marty Medina, City of San Bruno  
Cameron Johnson, 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

Staff: Jan Pepper, Chief Executive Officer  
George Wiltsee, Director of Power Resources
A quorum was established.

PUBLIC COMMENT:

No public comment

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA ITEMS

Motion Made / Seconded: Bonilla / Yost

Motion passed unanimously 19-0 (Absent: Brisbane, Colma, Daly City)

CLOSED SESSION

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
   Title: Chief Executive Officer

2. CONFERENCE WITH LABOR NEGOTIATORS
   Agency Designated Representatives: Dave Pine and David Silberman
   Unrepresented Employee: Chief Executive Officer

3. RECONVENE OPEN SESSION AND REPORT OUT OF A CLOSED SESSION
   The Board gave direction to labor negotiators

REGULAR AGENDA

4. APPROVAL OF EMPLOYMENT CONTRACT AMENDMENT AND COMPENSATION ADJUSTMENT FOR CHIEF EXECUTIVE OFFICER

   Motion to authorize the Chair to execute an Amended and Restated Employment Agreement with the CEO in a form approved by the General Counsel that:

   1. Provides for a one-time $30,000 bonus for 2016-17 performance and for retention
   2. Provides for an increase in base pay from $225,000 to $275,000 effective May 27, 2017
3. Provides for a review of CEO performance and that a salary survey be conducted, to determine if further compensation adjustments are warranted
4. Makes minor modification to the benefits section to reflect current benefits provided

Motion Made / Seconded: Yost / Bonilla

Motion passed 15-2 (Opposed: Mahanpour, Medina. Absent: Brisbane, Daly City, Menlo Park, Millbrae, San Carlos)

5. CHAIR REPORT

Jeff Aalfs—Vice Chair—announced that the Silicon Valley Energy Summit would be taking place Friday June 23rd at Stanford University.

6. CEO REPORT

Jan Pepper—Chief Executive Officer—announced that the job posting for the Director of Finance and Administration had been extended to July 5th, and that postings would be going up next week for a Marketing Associate and two Outreach Fellows. Jan reported that the Audit and Finance Committee met on May 31st, and that an Auditor RFP (Request for Proposal) was issued on June 21 with proposals due on July 14th. Jan also reported that the Citizens Advisory Committee (CAC) met on June 15th, and that Dan Lieberman—Director of Marketing and Public Affairs—is chairing the CalCCA Marketing and Communication Subcommittee.

7. MARKETING AND OUTREACH REPORT

Kirsten Andrews-Schwind—Communications and Outreach Manager—reported on community outreach efforts, and Dan Lieberman—Director of Marketing and Public Affairs—reported on marketing efforts.

8. REGULATORY AND LEGISLATIVE REPORT

Joseph Wiedman—Senior Regulatory/Legislative Analyst—reported on regulatory and legislative efforts, including filing a motion to dismiss the IOU’s (Investment Owned Utilities’) PAM (Portfolio Allocation Methodology) application on May 30th.

9. APPROVE FINAL FISCAL YEAR 2017-2018 BUDGET

Jan Pepper reported that the Audit and Finance Committee reviewed and approved the proposed 2017-2018 Fiscal Year Budget when they met on May 31st. She presented a five-year financial projection and a 2017-2018 projection of personnel additions. She announced that actual revenues exceed projections based on low opt-out rates, and that they intend to pay down outstanding loans early. She requested the Board’s approval of the proposed 2017-2018 Fiscal Year Budget.
PUBLIC COMMENT:
Mark Roest, SeaWave Battery.

Motion Made / Seconded: Groom / DeGolia

Motion passed unanimously 14-0 (Absent: County of San Mateo, Brisbane, Daly City, Menlo Park, Millbrae, San Bruno, City of South San Francisco, San Carlos)

10. PROCUREMENT UPDATE

George Wiltsee—Director of Power Resources—reported on renewable project evaluation factors other than price, and outlined the projects that have been evaluated. Eric Weiner—Renewable Energy Analyst—reported on transmission cost as a function of project location. George Wiltsee presented a list of energy contracts executed to date, and supply vs load projections for 2017 through 2021. Siobhan Doherty—Manager of Contracts—reported on resource adequacy (RA) requirements, types of RA, and the status of RA contracts.

PUBLIC COMMENT:
Unidentified man

13. CITIZENS ADVISORY COMMITTEE REPORT

Desiree Baer—representative member of the Citizens Advisory Committee—reported that the CAC met for the first time on May 31st and at that meeting members were sworn in, and received an introduction to the Brown Act requirements, local program criteria, and PCE’s outreach needs. Desiree reported that at the next meeting they will appoint a Chair and will receive formal training on the Brown Act.

11. INTEGRATED RESOURCE PLAN (IRP) PROGRESS UPDATE

George Wiltsee outlined the primary purposes of the IRP, and PCE’s 2017 IRP schedule. Joe Wiedman reported on the California Public Utilities Commission’s (CPUC’s) expected process for analyzing IRPs submitted by LSEs (Load Serving Entities).

12. PCE LOCAL PROGRAM CRITERIA DEVELOPMENT

Kirsten Andrews-Schwind reported on criteria for developing local programs that would help PCE meet policies and strategic goals.

PUBLIC COMMENT:
James Tuleya,
Diane Bailey, MenloSpark
Mark Roest, SeaWave Battery and
14. BOARD MEMBERS’ REPORTS

ADJOURNMENT

Meeting was adjourned at 9:41 pm