



**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

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  
Eric Wiener, Renewable Energy Analyst  
David Silberman, General Counsel  
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO

**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 5<sup>th</sup>, 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 31<sup>st</sup>, and that an Auditor RFP (Request for Proposal) was issued on June 21 with proposals due on July 14<sup>th</sup>. Jan also reported that the Citizens Advisory Committee (CAC) met on June 15<sup>th</sup>, 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 30<sup>th</sup>.

## **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 31<sup>st</sup>. 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 31<sup>st</sup> 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

Ted Howard, PCE Citizens Advisory Committee  
Michele, East Palo Alto

**14. BOARD MEMBERS' REPORTS**

**ADJOURNMENT**

Meeting was adjourned at 9:41 pm