



**REGULAR MEETING of the Executive Committee of the
Peninsula Clean Energy Authority (PCEA)
Monday, September 11, 2017**

Peninsula Clean Energy, 2075 Woodside Road,
Redwood City, CA 94061
8:00 a.m.

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact Kirsten Andrews-Schwind, Agenda Administrator, at least 12 hours before the meeting at (650) 440-7203 and/or kandrews-schwind@peninsulacleanenergy.com. Notification in advance of the meeting will enable the PCEA to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical based products.

If you wish to speak to the Committee, please fill out a speaker's slip located on the tables as you enter the meeting room. If you have anything that you wish to be distributed to the Committee and included in the official record, please hand it to a member of PCEA staff who will distribute the information to the Committee members and other staff.

CALL TO ORDER / ROLL CALL

PUBLIC COMMENT

This item is reserved for persons wishing to address the Committee on any PCEA-related matters that are as follows: 1) Not otherwise on this meeting agenda; 2) Listed on the Consent Agenda; 3) Chief Executive Officer's or Staff Report on the Regular Agenda; or 4) Committee Members' Reports on the Regular Agenda. Public comments on matters not listed above shall be heard at the time the matter is called.

As with all public comment, members of the public who wish to address the Committee are requested to complete a speaker's slip and provide it to PCEA staff. Speakers are customarily limited to two minutes, but an extension can be provided to you at the discretion of the Committee Chair.

ACTION TO SET AGENDA AND TO APPROVE CONSENT AGENDA ITEMS

This item is to set the final consent and regular agenda, and for approval of the items listed on the consent agenda. All items on the consent agenda are approved by one action.

REGULAR AGENDA

1. Chair Report (Discussion)
2. CEO Report (Discussion)
3. Review Board Retreat Agenda (Discussion)
4. Local Program Evaluation Criteria Progress (Discussion)
5. PCE Organization and Staffing Plan (Discussion)
6. Committee Members' Reports (Discussion)

CONSENT AGENDA

7. Approval of the Minutes for the August 14, 2017 Meeting (Action)

Public records that relate to any item on the open session agenda for a regular board meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Board. The Board has designated the Peninsula Clean Energy office, located at 2075 Woodside Road, Redwood City, CA 94061, for the purpose of making those public records available for inspection. The documents are also available on the PCEA's Internet Web site. The website is located at: <http://www.peninsulacleanenergy.com>.



**REGULAR MEETING of the Executive Committee of the
Peninsula Clean Energy Authority (PCEA)
Monday, August 14, 2017
MINUTES**

8:00 a.m.

455 County Center, 4th Floor, Room 405, Redwood City, CA 94063

CALL TO ORDER

Meeting was called to order at 8:02 a.m.

ROLL CALL

Present: Dave Pine, County of San Mateo, *Chair*
Carole Groom, County of San Mateo
Rick DeGolia, Town of Atherton
Gary Pollard, City of Foster City
Wayne Lee, City of Millbrae
Cameron Johnson, City of San Carlos
Pradeep Gupta, City of South San Francisco

Absent: Jeff Aalfs, Town of Portola Valley, *Vice Chair*

Staff: Jan Pepper, CEO
George Wiltsee, Director of Power Resources
Siobhan Doherty, Manager of Contracts
Dan Lieberman, Director of Marketing and Public Affairs
Leslie Brown, Manager of Customer Care
Nirit Eriksson, Associate General Counsel
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO

A quorum was established.

PUBLIC COMMENT

Doug Silverstein

ACTION TO SET AGENDA AND TO APPROVE CONSENT AGENDA ITEMS

Motion Made / Seconded: DeGolia / Pollard

Motion passed unanimously 6-0 (Absent: Aalfs, Johnson)

REGULAR AGENDA

1. CHAIR REPORT

Dave Pine, Chair, reported that he visited Peninsula Clean Energy's (PCE's) new office at 2075 Woodside.

2. CEO REPORT

Jan Pepper, Chief Executive Officer, reported that staff are interviewing candidates for the Marketing Associate and Outreach Fellow positions. The posting for a Regulatory Analyst will be open until August 31st. Jan announced that CalCCA (California Community Choice Association) will hold their annual meeting on October 4th in Riverside; registration is limited to 200 people. PCE recommends developing a Schedule S standby rate. This is for customers who have their own generation facility that provides their energy the majority of the time, but need a back-up in case of an outage or maintenance.

3. FINANCE / AUDIT UPDATE

Jan Pepper announced that she made an offer for a Director of Finance and Administration, who will start after Labor Day. Jan also announced that Pisenti & Brinker has been selected as PCE's auditor.

4. MARKETING AND OUTREACH REPORT

Dan Lieberman, Director of Marketing & Public Affairs, reported on upcoming marketing and outreach plans and PCE's Opt-Out and Opt-Up rates. He announced that PCE joined the CPUC's (California Public Utility Commission's) "One Thing for the Sun" campaign to encourage people to be more energy efficient on August 21st during the solar eclipse. Dan also reported that a new page will be added to PCE's website to describe PCE's power sources, and that PCE would like to pursue Green-e certification.

5. POWER CONTENT LABEL

Siobhan Doherty, Manager of Contracts, reported that PCE must publish our Power Content Label by October that describes what type of power was generated on behalf of our customers for calendar year 2016.

6. REVIEW DRAFT INTEGRATED RESOURCE PLAN (IRP)

George Wiltsee, Director of Power Resources, provided information on the schedule for completing the 2016 IRP. E3 has been hired to provide quantitative analysis for the IRP development.

7. COMMITTEE MEMBERS' REPORTS

None.

ADJOURNMENT

Meeting was adjourned at 9:20 a.m.