



**REGULAR MEETING of the Citizens Advisory Committee of the
Peninsula Clean Energy Authority (PCEA)
Thursday, July 19, 2018**

Peninsula Clean Energy
2075 Woodside Road, Redwood City, CA 94061
6:30 p.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 Anne Bartoletti, Board Clerk, at least 2 working days before the meeting at abartoletti@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.

WELCOME

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) Chief Executive Officer's of Staff Report on the Regular Agenda; 3) 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 APPROVE CONSENT AGENDA

This item is to set the final regular agenda and approve the consent agenda.

REGULAR AGENDA

1. Chair Report (Discussion) (est. 5 min.)
2. PCE Strategic Planning Q&A with Jan Pepper, CEO (Discussion) (est. 30 min.)
3. Local Programs Update (Discussion) (est. 30 min.)
4. Outreach Report (Discussion) (est. 5 min.)
5. Regulatory and Legislative Update (Discussion) (est. 5 min.)
6. Reports From CAC Working Groups (Discussion) (est. 10 min.)
7. Selection of the Chair and Vice Chair (Action) (est. 10 min.)
8. Review Draft Board Agenda for July 26, 2018 Meeting (Discussion) (est. 5 min.)
9. Committee Members' Reports (Discussion) (est. 5 min.)

CONSENT AGENDA

10. Approval of the Minutes for the June 21, 2018 Meeting (Action)

Public records that relate to any item on the open session agenda for a regular Committee 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 Committee. 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 Board of Directors of the
Peninsula Clean Energy Authority (PCEA)
Thursday, July 26, 2018
6:30 pm**

Peninsula Clean Energy, 2075 Woodside Road,
Redwood City, CA 94061

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

CALL TO ORDER / ROLL CALL

PUBLIC COMMENT

This item is reserved for persons wishing to address the Board on any PCEA-related matters that are as follows: 1) Not otherwise on this meeting agenda; 2) Listed on the Consent Agenda and/or Closed Session Agenda; 3) Chief Executive Officer's or Staff Report on the Regular Agenda; or 4) Board 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 Board 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 Board Chair.

ACTION TO SET AGENDA and TO APPROVE CONSENT AGENDA ITEMS

This item is to set the final consent and regular agenda, and for the 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. Citizens Advisory Committee Report (Discussion)
4. Marketing and Outreach Report (Discussion)
5. Regulatory and Legislative Report (Discussion)
6. Local Programs Report (Discussion)
7. Approve CPUC IRP (Action)
8. Board Members' Reports (Discussion)

CONSENT AGENDA

9. Approval of the Minutes for the June 28, 2018 Meeting (Action)
10. Receive Procurement Report (Information Only)

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**REGULAR MEETING of the Citizens Advisory Committee
of the Peninsula Clean Energy Authority (PCEA)
Thursday, June 21, 2018
MINUTES**

2075 Woodside Road, Redwood City, CA 94061
6:30 p.m.

CALL TO ORDER

Meeting was called to order at 6:34 pm.

ROLL CALL

Present: Michael Closson, Menlo Park, *Chair*
Ted Howard, San Mateo, *Vice Chair*
Diane Bailey, Belmont
Janet Creech, Millbrae
Gladwyn D'Souza, Belmont
Scott Harmon, Portola Valley
Emily Leslie, Pacifica
Janelle London, Menlo Park
Cheryl McGovern, Unincorporated
Walter Melville, San Bruno
Jason Mendelson, Redwood City
Desiree Thayer, Burlingame

Absent: Joe Fullerton, Half Moon Bay
Landis Marttila, Works in San Mateo County
James Ruigomez, San Bruno

Staff: Kirsten Andrews-Schwind, Communications and Outreach Manager
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO
TJ Carter, Marketing Associate
David Silberman, General Counsel
Andre Tan, Local Programs & Education Specialist

A quorum was established.

PUBLIC COMMENT

John Walti, RTRO Energy

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA

Motion Made / Seconded: Creech / D'Souza

Motion passed 8-0 (Absent for vote: Fullerton, Marttila, Mendelson, Ruigomez)

REGULAR AGENDA

1. Swearing-In and Welcome of New Citizens Advisory Committee Members

David Silberman, *General Counsel*, performed the formal swearing in of three new members of the Citizens Advisory Committee.

2. Committee Member Self-Introductions

All present CAC members introduced themselves and described their backgrounds and interest in Peninsula Clean Energy.

3. Chair Report

Michael Closson, *Chair*, reminded the Committee members of the upcoming County of San Mateo's Regionally Integrated Climate Action Planning Suite (RICAPS) monthly meeting.

Jason Mendelson arrived at 6:44 pm.

4. Brown Act Training

David Silberman, *General Counsel*, presented information about the Brown Act as a transparency law and public participation law, outlining its rules and requirements.

5. Staff Presentation – Basic Introduction to Peninsula Clean Energy

Kirsten Andrews-Schwind, *Communications and Outreach Manager*, presented an overview of Peninsula Clean Energy, background, and the work of the organization.

Diane Bailey arrived at 7:04 pm.

6. Report Out From Citizens Advisory Committee Members About Work Completed From 2017-2018

Committee members shared highlights of the work completed by the group over the past year. These included establishing research groups, and producing a Citizens Advisory Committee local programs report that was published on the PCE website.

7. Nominations of New Chair and Vice Chair

Michael Closson was nominated as Chair, and Ted Howard was nominated as Vice Chair.

8. Review Draft Board Agenda for June 28, 2018 Meeting

Kirsten Andrews-Schwind shared the draft agenda items for the upcoming June 28th Board of Directors meeting.

ADJOURNMENT

Meeting was adjourned at 8:57 pm.