



**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.