



**REGULAR MEETING of the Citizens Advisory Committee
of the Peninsula Clean Energy Authority (PCEA)
Thursday, July 20, 2017
MINUTES**

101 Twin Dolphin Drive, Pine and Oak Room, Redwood City, CA 94065
6:30 p.m.

CALL TO ORDER

Meeting was called to order at 6:32 pm.

ROLL CALL

Present: Liru Chin, South San Francisco
Michael Closson, Menlo Park
Janet Creech, Millbrae
Gladwyn D'Souza, Belmont
Joe Fullerton, Half Moon Bay
Ted Howard, San Mateo
Janelle London, Menlo Park
KC McKanna, Menlo Park
Jason Mendelson, Redwood City
James Ruigomez, San Bruno
Desiree Thayer, Burlingame

Absent: David Hahn, South San Francisco
Scott Harmon, Portola Valley
Emily Leslie, Pacifica
Landis Marttila, Works in San Mateo County

Staff: Kirsten Andrews-Schwind, Communications and Outreach Manager
Nirit Eriksson, Associate General Counsel
Eric Weiner, Renewable Energy Analyst
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO

A quorum was established.

PUBLIC COMMENT

No public comment.

ACTION TO SET THE AGENDA

Motion Made / Seconded: Creech / London

Motion passed unanimously 10-0 (Absent: Hahn, Harmon, Leslie, Marttila, Ruigomez)

REGULAR AGENDA

1. SWEARING IN OF CITIZEN ADVISORY COMMITTEE MEMBERS

Nirit Eriksson—Associate General Counsel for Peninsula Clean Energy (PCE)—performed the formal swearing in of three members of the Citizens Advisory Committee (CAC), Michael Closson, Gladwyn D’Souza, and Joe Fullerton.

2. COMMITTEE MEMBER SELF-INTRODUCTIONS

Michael Closson, Gladwyn D’Souza, and Joe Fullerton, and PCE staff, introduced themselves and described their backgrounds.

3. ELECT COMMITTEE CHAIR

Kirsten Andrews-Schwind—Communications and Outreach Manager—outlined the responsibilities of the Chair as liaison to the Board of Directors, and asked for nominations. Michael Closson was nominated for Chair by Ted Howard, seconded by Janet Creech.

Motion passed unanimously 10-0 (Absent: Hahn, Harmon, Leslie, Marttila, Ruigomez)

There was a general consensus that the Chair will need a Vice Chair as an Alternate or back-up representative. Liru Chin nominated Ted Howard for Vice Chair.

Motion Made / Seconded: Mendelson / Closson

Motion passed unanimously 10-0 (Absent: Hahn, Harmon, Leslie, Marttila, Ruigomez)

4. BROWN ACT TRAINING

Nirit Eriksson presented information on the Brown Act as a transparency law and public participation law, outlining its rules and requirements.

5. DISCUSSION ON CAC OUTREACH AND PCE SUPPORT OF CAC

Each Committee Member outlined the local organizations they belong to, and the community events in which they and PCE could participate. Kirsten Andrews-Schwind provided a handout that explains the PCE charges and the Generation Credit on the PG&E bills, and reported that Committee Members can get talking points from, and direct questions to, PCE staff.

Nirit Eriksson performed the formal swearing in of James Ruigomez upon his arrival.

6. PCE LOCAL PROGRAM CRITERIA DEVELOPMENT

Kirsten Andrews-Schwind introduced the topic of local programs as a way for PCE to reinvest in the community. She explained that the development of criteria and a scoring process would provide PCE with a transparent process to determine which programs move ahead.

PUBLIC COMMENT

James Tuleya
Mark Roest, SeaWave

Committee Members shared a wide range of ideas on how to measure and evaluate programs, from energy efficiency to changing building codes. The Committee determined this discussion should continue at the next meeting.

7. REVIEW DRAFT BOARD AGENDA

The Committee reviewed the draft agenda for the July 27th, 2017 Board meeting.

ADJOURNMENT

Meeting was adjourned at 9:12 pm.