



**REGULAR MEETING of the Citizens Advisory Committee  
of the Peninsula Clean Energy Authority (PCEA)  
Thursday, June 15, 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 6:39 pm.

**ROLL CALL**

**Present:** Liru Chin, South San Francisco  
Janet Creech, Millbrae  
David Hahn, South San Francisco  
Scott Harmon, Portola Valley  
Ted Howard, San Mateo  
Emily Leslie, Pacifica  
Janelle London, Menlo Park  
Landis Marttila, Works in San Mateo County  
KC McKanna, Menlo Park  
Jason Mendelson, Redwood City  
Desiree Thayer, Burlingame

**Absent:** Michael Closson, Menlo Park  
Gladwyn D'Souza, Belmont  
Joe Fullerton, Half Moon Bay  
James Ruigomez, San Bruno

**Staff:** Jan Pepper, Chief Executive Officer  
Kirsten Andrews-Schwind, Communications and Outreach Manager  
Siobhan Doherty, Manager of Contracts  
Eric Weiner, 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.

## **REGULAR AGENDA**

### **1. SWEARING IN OF CITIZEN ADVISORY COMMITTEE MEMBERS**

David Silberman—General Counsel for Peninsula Clean Energy (PCE)—performed the formal swearing in of eleven members of the Citizens Advisory Committee (CAC).

## **ACTION TO SET THE AGENDA**

Motion Made / Seconded: Mendelson / London

**Motion passed unanimously 11-0 (Absent: Closson, D’Souza, Fullerton, Ruigomez)**

### **2. WELCOME FROM PCE CEO JAN PEPPER**

Jan Pepper—Chief Executive Officer—introduced herself and provided an overview of PCE’s mission and strategic goals.

### **3. COMMITTEE MEMBER SELF-INTRODUCTIONS**

All CAC members present, and PCE staff, introduced themselves and described their backgrounds.

### **4. STAFF PRESENTATION: INTRODUCTION TO PCE**

Kirsten Andrews-Schwind—Communications and Outreach Manager—presented PCE’s community PowerPoint slides that outline PCE’s role procuring clean renewable energy on the electric generation side of the grid, while PG&E provides the transmission and electric delivery. The presentation described how PCE provides lower generation rates than PG&E.

### **5. PCE OUTREACH NEEDS**

Kirsten Andrews-Schwind reported that one of PCE’s primary needs at this time is helping people to understand their bills. Kirsten played a video produced by PCE that explains the PCE charges and the Generation Credit on the PG&E bills, and presented PCE’s Outreach Plan Worksheet.

David Silberman provided an overview of the Brown Act requirements for this committee, and that formal Brown Act training will be provided at the next meeting.

## **6. PCE LOCAL PROGRAM CRITERIA DEVELOPMENT**

Kirsten Andrews-Schwind and the Committee reviewed a draft Program Selection Process and discussed possible goals to form criteria.

## **PUBLIC COMMENT**

Dianne Bailey, Menlo Spark

## **7. REVIEW DRAFT BOARD AGENDA**

The Committee reviewed the draft agenda for the June 22<sup>nd</sup>, 2017 Board meeting.

## **8. CHOOSE ONE-TIME REPRESENTATIVE TO REPORT OUT TO BOARD OF DIRECTORS**

Motion to nominate Desiree Thayer / Seconded: Howard / Mendelson

**Motion passed unanimously 11-0 (Absent: Closson, D'Souza, Fullerton, Ruigomez)**

## **ADJOURNMENT**

Meeting was adjourned at 8:54 pm.