



**REGULAR MEETING of the Citizens Advisory Committee  
of the Peninsula Clean Energy Authority (PCEA)  
Thursday, September 21, 2017  
MINUTES**

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

**CALL TO ORDER**

Meeting was called to order at 6:49 pm.

**ROLL CALL**

**Present:** Ted Howard, *Vice Chair*, San Mateo  
Liru Chin, South San Francisco  
Janet Creech, Millbrae  
Gladwyn D'Souza, Belmont  
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, *Chair*, Menlo Park  
Joe Fullerton, Half Moon Bay  
Scott Harmon, Portola Valley  
James Ruigomez, San Bruno

**Staff:** Dan Lieberman, Director of Marketing and Public Affairs  
Kirsten Andrews-Schwind, Communications and Outreach Manager  
TJ Carter, Marketing Associate  
Charlsie Chang, Outreach Fellow  
Alejandra Posada, Outreach Fellow  
Joseph Wiedman, Director of Legislative and Regulatory Affairs  
David Silberman, General Counsel  
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO

**A quorum was established.**

**PUBLIC COMMENT**

Jason Mendelson, Redwood City

**ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA**

Motion Made / Seconded: Howard / Marttila

**Motion passed unanimously 8-0 (Absent: Closson, Fullerton, Harmon, Leslie, London, Ruigomez)**

**REGULAR AGENDA**

**1. CHAIR REPORT**

Ted Howard—Vice Chair—reported that the Chair, Michael Closson, is away so Ted will be Acting Chair for tonight’s meeting. He encouraged members of the Citizens Advisory Committee (CAC) to attend the Board Retreat taking place on September 23<sup>rd</sup>.

**2. OUTREACH REPORT**

Kirsten Andrews-Schwind—Communications and Outreach Manager—introduced three new Peninsula Clean Energy (PCE) employees who started yesterday: Outreach Fellows Charlsie Chang and Alejandra Posada, and Marketing Associate TJ Carter. She also thanked CAC members for their assistance with several outreach efforts and community events the past month.

Dan Lieberman—Director of Marketing and Public Affairs—provided information on upcoming marketing and outreach efforts, discussed PCE’s Opt-Out rate, and reviewed draft marketing materials.

**PUBLIC COMMENT**

James Tuleya, Sunnyvale

**3. LEGISLATIVE UPDATE**

Joseph Wiedman—Director of Legislative and Regulatory Affairs—provided information on the status of several bills before the California Legislature, including SB 100, AB 813 (AB 726) and SB 618. Several CAC members expressed interest in doing outreach during the next legislative session, and Joe offered to provide legislative updates.

#### **4. DISCUSSION OF TOPICS ON DRAFT BOARD RETREAT AGENDA**

Kirsten Andrews-Schwind reviewed the draft Board Retreat agenda, and provided information on Local Energy Programs Evaluation Criteria. Discussion centered around how local programs criteria can support PCE's strategic goals and policies. Kirsten reported that details on the Integrated Resource Plan (IRP) and PCE's staffing plan would be provided at the Board Retreat.

#### **PUBLIC COMMENT**

James Tuleya, Sunnyvale

#### **ADJOURNMENT**

Meeting was adjourned at 7:58 pm.