



**REGULAR MEETING of the Citizens Advisory Committee
of the Peninsula Clean Energy Authority (PCEA)
Thursday, February 15, 2018
MINUTES**

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

CALL TO ORDER

Meeting was called to order at 6:33 pm.

ROLL CALL

Present: Michael Closson, Menlo Park, *Chair*
Ted Howard, San Mateo, *Vice Chair*
Janet Creech, Millbrae
Gladwyn D'Souza, Belmont
Scott Harmon, Portola Valley
Emily Leslie, Pacifica
Janelle London, Menlo Park
Landis Marttila, Works in San Mateo County
Jason Mendelson, Redwood City
Desiree Thayer, Burlingame

Absent: Liru Chin, South San Francisco
Joe Fullerton, Half Moon Bay
James Ruigomez, San Bruno

Staff: Kirsten Andrews-Schwind, Communications and Outreach Manager
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO
Leslie Brown, Customer Care Manager
TJ Carter, Marketing Associate
Alejandra Posada, Communications and Outreach Fellow
David Silberman, General Counsel

A quorum was established.

PUBLIC COMMENT

None.

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA

Motion Made / Seconded: Howard / Marttila

Motion passed unanimously 9-0 (Absent for vote: Chin, Fullerton, London, Ruigomez)

REGULAR AGENDA

1. Chair Report

No report.

2. Outreach Report

Leslie Brown, *Customer Care Manager*, gave an update about potential rate changes. She explained PG&E's rate changes are expected for March 1st. After the March 1st date PCE will complete a rate analysis and adjust PCE's rate as necessary.

Alejandra Posada, *Communications and Outreach Fellow*, shared a list of upcoming events and asked for volunteers.

Kirsten Andrews-Schwind, *Communications and Outreach Manager*, announced PCE is now accepting applications for its Pilot Community Outreach Small Grants Program. She explained the intent for the grant program is to collaborate with nonprofit organizations on outreach about PCE to residents in San Mateo County.

3. Regulatory and Legislative Update

Kirsten Andrews-Schwind provided an update on legislative and regulatory efforts. She shared staff efforts including meeting with California Public Utilities Commissioners and attending a rally at the California Public Utilities Commission. She also noted that the investor-owned utilities have filed a Petition for Modification to the CPUC's Code of Conduct with Community Choice Energy programs.

4. Process for Selecting/Appointing New CAC Members

Kirsten Andrews-Schwind explained the Citizens Advisory Committee has two current vacancies and will have an additional four vacancies as those members complete their one-year term in May 2018. She shared that staff anticipates the Board of Directors will form an ad-hoc committee to review applications, conduct interviews, and recommend candidates to the Board, as they did last year.

5. Continuation of CAC Priority Setting

Michael Closson, *Chair*, and Ted Howard, *Vice Chair*, led a discussion based on poll results about committee members' interests. They asked each member to share which priorities they would like the overall committee to focus on, and which priorities they had a personal interest in focusing on.

Scott Harmon gave a presentation about his work integrating sustainable practices and teachings into the Boy Scouts' learning objectives.

6. Review Draft Board Agenda for February 22, 2018 Meeting

Kirsten Andrews-Schwind shared the draft agenda items for the upcoming February 22nd Board of Directors meeting.

ADJOURNMENT

Meeting was adjourned at 8:41 pm.