



**REGULAR MEETING of the Executive Committee of the
Peninsula Clean Energy Authority (PCEA)
Monday, September 12, 2016
MINUTES**

Room 405
County Government Center
455 County Center, 4th Floor
Redwood City, CA 94063
8:00 a.m.

CALL TO ORDER

Meeting was called to order at 8:10 am.

ROLL CALL

Present: Dave Pine, County of San Mateo, *Chair*
Jeff Aalfs, Town of Portola Valley, *Vice Chair*
Rick DeGolia, Town of Atherton
Cameron Johnson, City of San Carlos
Carole Groom, County of San Mateo

Absent: Gary Pollard, City of Foster City
Wayne Lee, City of Millbrae
Pradeep Gupta, City of South San Francisco

Staff: Jan Pepper, CEO, Peninsula Clean Energy
David Silberman, Deputy County Counsel
Nirit S. Eriksson, Associate General Counsel
Dan Lieberman, Director of Marketing, Peninsula Clean Energy
George Wiltsee, Director of Power Resources, Peninsula Clean Energy
Anne Bartoletti, Board Clerk, Peninsula Clean Energy
Carolyn Raider, Program Coordinator, Office of Sustainability

A quorum was established.

PUBLIC COMMENT

No public comment.

ACTION TO SET THE AGENDA

Motion Made / Seconded: Johnson / DeGolia

Motion passed 5-0 (Absent: Pollard, Lee, and Gupta).

REGULAR AGENDA

1. UPDATE ON NEW STAFF

Jan Pepper – Chief Executive Officer (CEO) of Peninsula Clean Energy (PCE) - introduced new staff members: George Wiltsee is the Director of Power Resources and Energy Programs; Dan Lieberman is the Director of Marketing and Public Affairs; Anne Bartoletti is the Board Clerk / Executive Assistant to the CEO. Nirit Erikson also introduced herself as Peninsula Clean Energy's Associate General Counsel.

2. OFFICE SPACE LEASE STATUS

Jan Pepper, CEO of PCE, discussed moving forward on the plan to lease office space. A small space should be available first, with a larger space expected to be available in April 2017. The larger space would ensure that PCE will have room to grow.

3. UPDATE ON RESOURCE ADEQUACY PURCHASES

Jan Pepper gave a brief description of Resource Adequacy and the regulatory requirement to buy extra capacity to ensure adequate back-up reserve power in case of down time or an outage. George Wiltsee explained Full Deliverability on the grid. The committee and staff discussed Resource Adequacy (RA) rates, how RA works, and how to introduce RA to the board. David Silberman explained we need Board approval prior to September 30, 2016. Jan offered to provide a presentation in the future to explain RA details as well as simplify RA power deliverability vs rates vs capacity on reserve.

4. STATUS UPDATES REGARDING CURRENT ENROLLMENT, OPT-OUT, OPT UP, AND ROOFTOP SOLAR CUSTOMERS

Jan Pepper, CEO of PCE, discussed enrollment notices and response rates. The first and second notices have gone out, the third is in process, and volunteers are conducting merchant walks to talk to small & medium business customers. Opt-out rates are relatively small. The Committee and staff discussed the two primary reasons for Opt-outs: 1) Concerns about automatic enrollment, and 2) Concerns about a new government agency.

5. PCE MISSION STATEMENT

The Committee discussed getting input on creating PCE's mission statement and goals. The Committee discussed holding a retreat in November, after the election but before Thanksgiving, to have a deeper conversation about PCE's mission and strategic long-term goals. The EC considered taking the lead with the formation of an adhoc committee of the EC to frame the discussion. Input from the Citizens Advisory Committee is also desired.

Vice Chair Jeff Aalfs announced that he needed to leave the meeting. The meeting concluded for lack of a quorum.

6. CITIZENS ADVISORY COMMITTEE DIRECTION

No action taken for lack of a quorum.

7. PCE TREASURER APPOINTMENT

No action taken for lack of a quorum.

CONSENT AGENDA

8. APPROVAL OF THE MINUTES FOR THE JULY 11, 2016 MEETING

No action taken for lack of a quorum.

9. APPROVAL OF THE MINUTES FOR THE AUGUST 8, 2016 MEETING

No action taken for lack of a quorum.

Chair

Attest:

Secretary