



**REGULAR MEETING of the Executive Committee of the  
Peninsula Clean Energy Authority (PCEA)  
Monday, September 11, 2017  
MINUTES**

8:00 a.m.

2075 Woodside Road, Redwood City, CA 94061

**CALL TO ORDER**

Meeting was called to order at 8:07 a.m.

**ROLL CALL**

**Present:** Dave Pine, County of San Mateo, *Chair*  
Carole Groom, County of San Mateo  
Jeff Aalfs, Town of Portola Valley, *Vice Chair*  
Rick DeGolia, Town of Atherton  
Wayne Lee, City of Millbrae  
Cameron Johnson, City of San Carlos  
Pradeep Gupta, City of South San Francisco

**Absent:** Gary Pollard, City of Foster City

**Staff:** Jan Pepper, CEO  
George Wiltsee, Director of Power Resources  
Siobhan Doherty, Manager of Contracts  
Dan Lieberman, Director of Marketing and Public Affairs  
Kirsten Andrews-Schwind, Communications and Outreach Manager  
Nirit Eriksson, Associate General Counsel  
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO

**A quorum was established.**

**PUBLIC COMMENT**

No public comment.

## **ACTION TO SET AGENDA AND TO APPROVE CONSENT AGENDA ITEMS**

Motion Made / Seconded: DeGolia / Gupta

**Motion passed unanimously 6-0 (Absent: Pollard, Johnson)**

## **REGULAR AGENDA**

### **1. CHAIR REPORT**

Dave Pine—Chair—welcomed the Executive Committee members to Peninsula Clean Energy's (PCE's) new office at 2075 Woodside Road.

### **2. CEO REPORT**

Jan Pepper—Chief Executive Officer—reported that staff made offers to three new employees who will be starting on September 20th: TJ Carter for the Marketing Associate position, and Charlsie Chang and Alejandra Posada for the two Outreach Fellow positions. Jan also announced that she made an offer to Jay Modi for the Director of Finance and Administration position, to start the end of September.

Jan reported that PCE staff will be coordinating with Calpine to have PCE's rate change coincide with PG&E's January 2018 rate change. Discussion centered around public disclosure of, and projections for, changes to PG&E's rates and the PCIA.

Jan reported that CalCCA (California Community Choice Association) will hold their annual meeting on October 3rd in Riverside, California, with a focus on newly formed CCAs (Community Choice Aggregation). Jan also announced that PCE is planning a celebration in October when PCE reaches its one-year anniversary.

### **3. REVIEW BOARD RETREAT AGENDA**

Jan Pepper reviewed draft topics for the Board Retreat agenda. Discussion centered around PCE's strategic goals and progress on PCE's Integrated Resource Plan.

### **4. LOCAL PROGRAM EVALUATION CRITERIA PROGRESS**

Kirsten Andrews-Schwind—Communications and Outreach Manager—reviewed a draft of the local program selection process and criteria. The committee members discussed evaluation criteria and different types of programs.

**PUBLIC COMMENT**

James Tuleya, Carbon Free Silicon Valley

**5. PCE ORGANIZATION AND STAFFING PLAN**

Jan Pepper reviewed a draft organizational chart of PCE staff and planned hiring. Jan announced some staffing changes, including that George Wiltsee will be transitioning to a contractor role at the beginning of October, and Siobhan Doherty will become the Director of Power Resources. Jan also announced that Joe Wiedman's title will be changing to Director of Legislative and Regulatory Affairs.

**6. COMMITTEE MEMBERS' REPORTS**

None.

**ADJOURNMENT**

Meeting was adjourned at 9:37 a.m.