



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

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

*Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact Anne Bartoletti, Board Clerk, at least 2 working days before the meeting at [abartoletti@peninsulacleanenergy.com](mailto:abartoletti@peninsulacleanenergy.com). Notification in advance of the meeting will enable the PCEA to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical based products.*

*If you wish to speak to the Committee, please fill out a speaker's slip located on the tables as you enter the meeting room. If you have anything that you wish to be distributed to the Committee and included in the official record, please hand it to a member of PCEA staff who will distribute the information to the Committee members and other staff.*

**WELCOME**

**ROLL CALL**

**PUBLIC COMMENT**

This item is reserved for persons wishing to address the Committee on any PCEA-related matters that are as follows: 1) Not otherwise on this meeting agenda; 2) Chief Executive Officer's of Staff Report on the Regular Agenda; 3) Committee Members' Reports on the Regular Agenda. Public comments on matters not listed above shall be heard at the time the matter is called.

As with all public comment, members of the public who wish to address the Committee are requested to complete a speaker's slip and provide it to PCEA staff. Speakers are customarily limited to two minutes, but an extension can be provided to you at the discretion of the Committee Chair.

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

This item is to set the final regular agenda.

## **REGULAR AGENDA**

1. Chair Report (Discussion) (est. 5 min.)
2. Outreach Report (Discussion) (est. 30 min)
3. Legislative Update (Discussion) (est. 20 min)
4. Discussion of topics on Draft Board Retreat Agenda (Discussion) (est. 40 min.)
  - 4.1 Progress toward strategic goals (Discussion)
  - 4.2 Marketing Strategy (Discussion)
  - 4.3 Local Energy Programs Evaluation Criteria (Discussion)
  - 4.4 Integrated Resource Plan (Discussion)
  - 4.5 PCE Organization and Staffing Plan

## **CONSENT AGENDA**

5. Approval of the Minutes of the August 17, 2017 Meeting (Action)

Public records that relate to any item on the open session agenda for a regular Committee meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Committee. The Board has designated the Peninsula Clean Energy office, located at 2075 Woodside Road, Redwood city, CA 94061, for the purpose of making those public records available for inspection. The documents are also available on the PCEA's Internet Web site. The website is located at: <http://www.peninsulacleanenergy.com>.



**REGULAR MEETING of the Citizens Advisory Committee  
of the Peninsula Clean Energy Authority (PCEA)  
Thursday, August 17, 2017  
MINUTES**

San Mateo County Office of Education  
101 Twin Dolphin Drive, Corte Madera Room, Redwood City, CA 94065  
6:30 p.m.

**CALL TO ORDER**

Meeting was called to order at 6:41 pm.

**ROLL CALL**

**Present:** Liru Chin, South San Francisco  
Michael Closson, Menlo Park  
Janet Creech, Millbrae  
Joe Fullerton, Half Moon Bay  
Scott Harmon, Portola Valley  
Ted Howard, San Mateo  
Emily Leslie, Pacifica  
Landis Marttila, Works in San Mateo County  
KC McKanna, Menlo Park  
Jason Mendelson, Redwood City

**Absent:** Gladwyn D'Souza, Belmont  
Janelle London, Menlo Park  
James Ruigomez, San Bruno  
Desiree Thayer, Burlingame

**Staff:** Jan Pepper, CEO  
Dan Lieberman, Director of Marketing and Public Affairs  
David Silberman, General Counsel  
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO

**A quorum was established.**

**PUBLIC COMMENT**

No public comment.

**ACTION TO SET THE AGENDA**

Motion Made / Seconded: Marttila / Creech

**Motion passed unanimously 9-0 (Absent: D’Souza, London, McKanna, Ruigomez, Thayer)**

**REGULAR AGENDA**

**1. OUTREACH REPORT**

Dan Lieberman—Director of Marketing and Public Affairs—reported on recent and upcoming community outreach events. Members of the Citizens Advisory Committee (CAC) reported on events they had participated in.

**2. PRESENTATION FROM OOS ON ENERGY EFFICIENCY**

Michael Closson—Chair—introduced Rachael Londer from San Mateo County’s Office of Sustainability (OOS). Rachael presented information on county energy efficiency programs, including household upgrades, rebates, and low income programs.

**PUBLIC COMMENT**

James Tuleya, Sunnyvale

**3. NOVEMBER AND DECEMBER MEETING DATES**

Anne Bartoletti—Board Clerk/Executive Assistant to the CEO—reported that Peninsula Clean Energy’s (PCE’s) Board of Directors will meet earlier in November and December to avoid the holidays. Michael Closson suggested the CAC continue to meet the Thursday before the Board meeting in November and December.

Motion Made / Seconded: Marttila / Chin

**Motion passed unanimously 10-0 (Absent: D’Souza, London, Ruigomez, Thayer)**

**4. CHAIR REPORT**

Michael Closson announced that PCE’s Board will hold their annual retreat on Saturday September 23<sup>rd</sup>, and that CAC member David Hahn resigned for personal reasons.

## **5. LOCAL PROGRAMS OPTIONS**

Michael Closson and Ted Howard, Vice Chair, presented and reviewed a detailed reference document to introduce the CAC members to the types of local programs that Community Choice Energy (CCE) providers are currently delivering to their communities, including distributed generation, energy storage deployment, local micro-grid deployment, energy efficiency measures, demand response, and cogeneration.

### **PUBLIC COMMENT**

James Tuleya, Sunnyvale

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

Michael Closson introduced a handout on Local Program Draft Selection Process. The CAC members discussed the various criteria outlined in the handout, and came to a general consensus to suggest adding items to the criteria, including the tons of carbon/GHG reduced, creating partnerships and collaborations with local organizations, replication/scalability, and protection of natural land.

### **PUBLIC COMMENT**

James Tuleya, Sunnyvale

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

The Committee reviewed the draft agenda for the August 24th, 2017 Board meeting.

### **ADJOURNMENT**

Meeting was adjourned at 8:51 pm.