



**REGULAR MEETING of the Executive Committee of the
Peninsula Clean Energy Authority (PCEA)
Monday, May 14, 2018**

Peninsula Clean Energy
2075 Woodside Road, Redwood City, CA 94061
8:00 a.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, Agenda Administrator, at least 12 hours before the meeting at (650) 350-9514 and/or 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.

CALL TO ORDER / 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) Listed on the Consent Agenda; 3) Chief Executive Officer's or Staff Report on the Regular Agenda; or 4) 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 TO APPROVE CONSENT AGENDA ITEMS

This item is to set the final consent and regular agenda, and for approval of the items listed on the consent agenda. All items on the consent agenda are approved by one action.

REGULAR AGENDA

1. Chair Report (Discussion)
2. CEO Report (Discussion)
3. Fiscal Year 2018-2019 Budget Review (Discussion)
4. Review and Approve 2018 Executive Committee Meeting Schedule (Action)
5. Committee Members' Reports (Discussion)

CONSENT AGENDA

6. Approval of the Minutes for the April 9, 2018 Meeting (Action)

Public records that relate to any item on the open session agenda for a regular board 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 Board. 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>.



**PENINSULA CLEAN ENERGY
JPA Board Correspondence**

DATE: May 2, 2018
BOARD MEETING DATE: May 14, 2018
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: None

TO: Honorable Peninsula Clean Energy Authority Executive Committee
FROM: Jay Modi, Director of Finance & Admin, Peninsula Clean Energy
SUBJECT: Review Fiscal Year 2018-2019 Budget

RECOMMENDATION:
Review Fiscal Year 2018-2019 Budget

DISCUSSION:
A draft of the Fiscal Year 2019 (July 2018 through June 2019) budget will be provided for review. The bottoms-up approach included discussions with the department heads to develop their portions of the budget. This budget will be presented to the Board of Directors for further discussion on May 24, 2018.



**REGULAR MEETING of the Executive Committee of the
Peninsula Clean Energy Authority (PCEA)
Monday, April 9, 2018
MINUTES**

8:00 a.m.

Peninsula Clean Energy
2075 Woodside Road, Redwood City, CA 94061

CALL TO ORDER

Meeting was called to order at 8:04 a.m.

ROLL CALL

Present: Jeff Aalfs, Town of Portola Valley, *Chair*
Rick DeGolia, Town of Atherton, *Vice Chair*
Donna Colson, City of Burlingame
Catherine Carlton, City of Menlo Park
Wayne Lee, City of Millbrae
Pradeep Gupta, City of South San Francisco

Absent: Dave Pine, County of San Mateo
Gary Pollard, City of Foster City
Rick Bonilla, City of San Mateo

Staff: Jan Pepper, CEO
Jay Modi, Director of Finance and Administration
Adam Ely, Counsel
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO

A quorum was established.

PUBLIC COMMENT

None

ACTION TO SET AGENDA AND TO APPROVE CONSENT AGENDA ITEMS

Motion Made / Seconded: Lee / Colson

Motion passed unanimously 6-0 (Absent: Pine, Pollard, Bonilla)

REGULAR AGENDA

1. CHAIR REPORT

Jeff Aalfs—Chair—welcomed members of the newly formulated committee.

2. CEO REPORT

Jan Pepper—Chief Executive Officer—reported that two new employees started with Peninsula Clean Energy (PCE): Chelsea Keys started on March 26, 2018 as the Power Resources Manager, and Rafael Reyes started today, April 9, 2018, as the Energy Programs Director. She reported that the renewables RFO (Request for Offers) has been narrowed to a short list of candidates, and CalCCA filed PCIA (Power Charge Indifference Adjustment) testimony with the CPUC (California Public Utilities Commission) on April 2, 2018.

3. REVIEW AND APPROVE 2018 EXECUTIVE COMMITTEE MEETING SCHEDULE

Jeff Aalfs reported that the Executive Committee has been meeting the Monday morning of the second week each month so they may review documents or issues before they go to the Board. Committee members discussed their availability, and reached a consensus to keep the current schedule until all Committee members can be polled.

Motion Made / Seconded: DeGolia / Colson

Motion passed unanimously 6-0 (Absent: Pine, Pollard, Bonilla)

4. INTERIM CFO UPDATE

Jan Pepper reported on the status of the search for an interim CFO (Chief Financial Officer), who would serve until a permanent CFO is found. She reported that the actual title of the position would likely be Vice President of Finance and Administration. Jan reported that 4 candidates had been interviewed for the interim position, and she has interviewed recruiters for the permanent position. She reported that she expected to make a decision on the interim position and the recruiter by Friday, April 13.

5. COMMITTEE MEMBERS' REPORTS

Pradeep Gupta reported that he and Joe Wiedman met with Nidhi Thaker, CPUC (California Public Utilities Commission) President Picker's energy advisor, to discuss their NEM 2.0 (Net Energy Metering) docket.

ADJOURNMENT

Meeting was adjourned at 8:56 a.m.