



**REGULAR MEETING of the Citizens Advisory Committee
of the Peninsula Clean Energy Authority (PCEA)
Thursday, July 19, 2018
MINUTES**

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

CALL TO ORDER

Meeting was called to order at 6:35 pm.

ROLL CALL

Present: Michael Closson, Menlo Park, *Chair*
Ted Howard, San Mateo, *Vice Chair*
Diane Bailey, Belmont
Janet Creech, Millbrae
Gladwyn D'Souza, Belmont
Joe Fullerton, Half Moon Bay
Emily Leslie, Pacifica
Landis Marttila, Works in San Mateo County
Jason Mendelson, Redwood City
Desiree Thayer, Burlingame

Absent: Scott Harmon, Portola Valley
Janelle London, Menlo Park
Cheryl McGovern, Unincorporated
Walter Melville, San Bruno
James Ruigomez, San Bruno

Staff: Jan Pepper, Chief Executive Officer
Kirsten Andrews-Schwind, Communications and Outreach Manager
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO
TJ Carter, Marketing Associate
Rafael Reyes, Director of Energy Programs
David Silberman, General Counsel

A quorum was established.

PUBLIC COMMENT

None.

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA

Motion Made / Seconded: Mendelson / D'Souza

Motion passed 10-0 (Absent for vote: Harmon, London, McGovern, Melville, Ruigomez)

REGULAR AGENDA

1. Chair Report (Discussion)

Michael Closson, *Chair*, shared that he and Ted Howard, *Vice Chair*, met with Rafael Reyes to get a preview of the agenda item: "Local Programs Update".

2. PCE Strategic Planning Q&A with Jan Pepper, CEO (Discussion)

Jan Pepper, *Chief Executive Officer*, gave an update on how various staff members are meeting Peninsula Clean Energy's Strategic Goals. She also noted further areas of research for the Committee's Interest Groups, informed the Committee of additions to staffing, updated on the Power Charge Indifference Adjustment proceeding, and shared draft topics for the September Board Retreat.

3. Local Programs Update (Discussion)

Rafael Reyes, *Director of Energy Programs*, shared an update on the current status of local energy programs. This included programs in-progress and under development. He explained the Programs Roadmap, which is being developed as a communication tool to address the areas of Vehicle Electrification, Building Electrification, Community Engagement, Load Shaping, Local Generation and Reactive Programs.

4. Outreach Report (Discussion)

Kirsten Andrews-Schwind, *Communications & Outreach Manager*, shared a list of upcoming outreach events. She also shared draft electric vehicle window clings and solicited input for additional design ideas from Committee members.

Public Comment

Celeste, San Bruno

5. Regulatory and Legislative Update (Discussion)

Agenda item skipped.

6. Reports From CAC Working Groups (Discussion)

Janet Creech noted she has been working with Andre Tan, PCE's summer fellow, to develop PCE-related curriculum packets for schools.

Diane Bailey asked the group to consider creating an interest group for building electrification.

7. Selection of the Chair and Vice Chair (Action)

Committee members selected Michael Closson to continue as Chair and Ted Howard to continue as Vice Chair for a 1-year term.

Motion Made / Seconded: Mendelson / Fullerton

Motion passed 10-0 (Absent for vote: Harmon, London, McGovern, Melville, Ruigomez)

8. Review Draft Board Agenda for July 26th, 2018 Meeting (Discussion)

Kirsten Andrews-Schwind shared the draft agenda items for the upcoming July 26th Board of Directors meeting.

9. Committee Members' Reports (Discussion)

Gladwyn D'Souza shared that he has upgraded the solar panels on his house and described the permitting process.

Joe Fullerton shared that the San Mateo Community College District won a number of awards at the California Higher Education Sustainability Conference.

Diane Bailey announced that Menlo Spark has an electric vehicle/solar program in the Belle Haven neighborhood.

ADJOURNMENT

Meeting was adjourned at 8:47 pm.