



**REGULAR MEETING of the Citizens Advisory Committee  
of the Peninsula Clean Energy Authority (PCEA)  
Thursday, August 16, 2018  
MINUTES**

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

**CALL TO ORDER**

Meeting was called to order at 6:31 pm.

**ROLL CALL**

**Present:** Michael Closson, Menlo Park, *Chair*  
Janet Creech, Millbrae  
Joe Fullerton, Half Moon Bay  
Emily Leslie, Pacifica  
Landis Marttila, Works in San Mateo County  
Walter Melville, San Bruno  
Jason Mendelson, Redwood City  
Desiree Thayer, Burlingame

**Absent:** Ted Howard, San Mateo, *Vice Chair*  
Diane Bailey, Belmont  
Gladwyn D'Souza, Belmont  
Scott Harmon, Portola Valley  
Janelle London, Menlo Park  
Cheryl McGovern, Unincorporated  
James Ruigomez, San Bruno

**Staff:** Kirsten Andrews-Schwind, Communications and Outreach Manager  
Rafael Reyes, Director of Energy Programs  
Alejandra Posada, Energy Programs Associate  
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO  
Jennifer Stalzer Kraske, Deputy Counsel

**A quorum was established.**

**PUBLIC COMMENT**

No public comment.

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

Motion Made / Seconded: Leslie / Creech

**Motion passed 8-0 (Absent: Howard, Bailey, D’Souza, Harmon, London, McGovern, Ruigomez)**

## **REGULAR AGENDA**

### **1. Chair Report**

Michael Closson, *Chair*, reported that Rafael Reyes would be one of the speakers in a webinar on DER (Distributed Energy Resources) and Local Programs, being presented by the Center for Climate Protection on August 22, 2018 at 11:00 a.m.

### **2. Outreach Report**

Kirsten Andrews-Schwind, *Communications & Outreach Manager*, reported on upcoming and recent community outreach events, and thanked Citizens Advisory Committee (CAC) members for their participation and support.

### **3. Review of Community Pilot Energy Program Abstracts**

Rafael Reyes, *Director of Energy Programs*, provided an update on the status of Local Programs, and announced the promotion of Alejandra Posada to the position of Energy Programs Associate, and the hiring of Sven Thesen as Clean Energy Programs Manager starting September 24, 2018.

Rafael presented the Community Pilots Objectives and Submissions, the screening schedule, screening criteria, and proposed criteria for first cut eliminations. CAC members reviewed 37 Community Pilots Proposal Abstracts and discussed the pros and cons of the proposals.

### **4. Local Program Outreach Contact Strategy**

Rafael Reyes asked Committee members to review their community organizations and contacts to identify key local program stakeholders with whom PCE should engage. The Committee plans to discuss this topic further at the October meeting.

### **5. Procurement Report**

Kirsten Andrews-Schwind announced the groundbreaking for the Wright Solar Park project will take place on October 11, 2018, in Los Banos, Merced County.

### **6. Regulatory and Legislative Update**

Kirsten Andrews-Schwind reported that a judge for the docket issued a Proposed Decision (PD) on PCIA (Power Charge Indifference Adjustment), and that one of the Commissioners on the CPUC (California Public Utilities Commission) issued an

Alternate Proposed Decision (APD). Kirsten reported that both the PD and APD are being reviewed by PCE and the other CCAs (Community Choice Aggregator).

#### **7. Committee Members' Reports**

Janet Creech reported that she met with Scott Harmon's Sustainability Future Outdoor Academy youth group at TomKat Ranch while the youth group was on a field trip.

#### **8. Selection of new Vice Chair**

Michael Closson reported that Ted Howard has resigned as Vice Chair and has resigned from the CAC. He requested nominations for Vice Chair. Joe Fullerton nominated Emily Leslie, and Emily expressed interest.

Motion Made / Seconded: Fullerton / Marttila

**Motion passed 8-0 (Absent: Howard, Bailey, D'Souza, Harmon, London, McGovern, Ruigomez)**

#### **9. Review Draft Board Agenda for August 23, 2018 Meeting**

Kirsten Andrews-Schwind reported that the draft agenda for the upcoming August 23, 2018, Board of Directors meeting was revised after the CAC Agenda Packet had been sent out. She reported that a new format was being introduced that would move the monthly departmental reports to the Consent Agenda as "Information Only".

#### **ADJOURNMENT**

Meeting was adjourned at 8:24 pm.