



**REGULAR MEETING of the Executive Committee of the
Peninsula Clean Energy Authority (PCEA)
Monday, March 13, 2016
MINUTES**

8:00 a.m.

455 County Center, 4th Floor, Room 402, Redwood City, CA 94063

CALL TO ORDER

Meeting was called to order at 8:06 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*
Wayne Lee, City of Millbrae
Cameron Johnson, City of San Carlos
Pradeep Gupta, City of South San Francisco

Absent: Rick DeGolia, Town of Atherton
Gary Pollard, City of Foster City

Staff: Jan Pepper, CEO
Dan Lieberman, Director of Marketing & Public Affairs
Kirsten Andrews-Schwind, Community Outreach Manager
Leslie Brown, Manager of Customer Care
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO
Nirit S. Eriksson, Associate General Counsel

A quorum was established.

PUBLIC COMMENT

No public comment.

ACTION TO SET AGENDA AND TO APPROVE CONSENT AGENDA ITEMS

Motion Made / Seconded: Lee / Gupta

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

REGULAR AGENDA

1. CLOSED SESSION

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Chief Executive Officer

2. REPORT OUT OF CLOSED SESSION

No reportable actions were taken

3. RECONVENE OPEN SESSION

4. CEO REPORT

Jan Pepper – Chief Executive Officer (CEO) of Peninsula Clean Energy (PCE) – reported that she extended offers for a Contracts Manager and a Regulatory / Legislative Analyst, and hopes to post for a Finance Director soon. She also reported that some Investor Owned Utilities (IOUs) are recommending a conversion from the Power Charge Indifference Adjustment (PCIA) to the Portfolio Allocation Method (PAM) and that the California Community Choice Association (CalCCA) will be holding ex-parte meetings, which David Burruto will attend on our behalf. She said that CalCCA identified legislation the Community Choice Aggregators (CCAs) should be tracking, and that information was sent to the Board in last Friday's newsletter. She said we had a strong impact on the Diablo Canyon proceeding with the testimony we filed at the California Public Utilities Commission (CPUC), and that PG&E has withdrawn a portion of their testimony that we were protesting.

Jan provided updates on Phase 2 notices, PCE's continued low opt-out rates, PG&E's rate increases, and PCE's rate decrease that goes into effect on March 15th.

5. RFO UPDATE

Jan Pepper provided updates on negotiations for Power Purchase Agreements (PPAs). She said she expected to bring two short-term wind projects and a short-term solar project before the Board next week. She named the wind projects as Buena Vista and Karen Avenue, and the solar project as First Solar Cuyama. She said that staff is also working on some Resource Adequacy (RA) purchases from PG&E.

PUBLIC COMMENT

James Tuleya, Sunnyvale

6. MARKETING AND OUTREACH REPORT

Dan Lieberman—Director of Marketing & Public Affairs—reported that he drafted an Op-Ed for Board members to distribute to local papers to get the word out about PCE, and address some of the reasons some people are opting out. He asked for volunteers to send out the Op-Ed, and all the Executive Committee members in attendance volunteered.

Dan provided updates on the notices being sent out for Phase 2, and that the ad campaign has launched with ads on billboards and bus shelters. He said the Phase 2 ad campaign is similar to Phase 1 because it was so successful. He reported that he videotaped several Board members before the last Board meeting, and will send them links to post on social media. He reported that he and Jan are meeting with large customers and they are very receptive.

7. FORMATION OF STANDING BOARD FINANCE AND AUDIT COMMITTEE

Jan Pepper explained the need to have a Board-based committee to review PCE's finances and that Donna Colson has expressed interest. Dave Pine—Board Chair—suggested having Donna Colson take the lead on this. Pradeep Gupta suggested having the Finance Committee meet the same day as the Board, just before the Board meeting.

8. EMPLOYEE HANDBOOK

Jan Pepper reported that PCE is working on an employee handbook to address issues like electronic media and customer information confidentiality. She said they're borrowing sections from Silicon Valley Clean Energy (SVCE) and Marin Clean Energy (MCE), and will have the County's Human Resources Counsel review it.

PUBLIC COMMENT

James Tuleya, Sunnyvale

9. COMMITTEE MEMBERS' REPORTS

Pradeep Gupta reported on the regulatory environment and the new California Public Utility Commissioners working on PCIA and Diablo Canyon. He suggested creating some training or a Board handbook of basic issues, concepts and terms, pros and cons of different positions, PCIA vs PAM, Diablo Canyon, etc., for new Board members. Dave Pine suggested that the weekly newsletter should help, and some topics will be included

in the Board's monthly agenda. Jan Pepper said she and staff will look to see what energy industry resource materials are already available, and will check with CalCCA (California Community Choice Association).

Carole Groom—County of San Mateo Board of Supervisors—asked about whether or not Board members need to file a Form 700. Nirit Eriksson—Associate General Counsel—said yes, they are due on April 3rd. Dave Pine suggested an email go out to the Board members to remind them.

ADJOURNMENT

Meeting was adjourned at 9:17 a.m.