



**REGULAR MEETING of the Board of Directors of the
Peninsula Clean Energy Authority (PCEA)
Thursday, December 20, 2018
MINUTES**

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

CALL TO ORDER

Meeting was called to order at 6:36 p.m.

ROLL CALL

Present: Dave Pine, County of San Mateo
Jim Eggemeyer, County of San Mateo
Jeff Aalfs, Town of Portola Valley, *Chair*
Rick DeGolia, Town of Atherton, *Vice Chair*
Charles Stone, City of Belmont
Donna Colson, City of Burlingame
Rae P. Gonzalez, Town of Colma
Carlos Romero, City of East Palo Alto
Catherine Mahanpour, City of Foster City
Adam Eisen, City of Half Moon Bay
Elizabeth Cullinan, Town of Hillsborough
Catherine Carlton, City of Menlo Park
Wayne Lee, City of Millbrae
Deirdre Martin, City of Pacifica
Ian Bain, City of Redwood City
Marty Medina, City of San Bruno
Ron Collins, City of San Carlos
Rick Bonilla, City of San Mateo
Mike Futrell, City of South San Francisco
Daniel Yost, Town of Woodside

Absent: City of Brisbane
City of Daly City

Staff: Jan Pepper, Chief Executive Officer
Andy Stern, Chief Financial Officer

Leslie Brown, Director of Customer Care
Kirsten Andrews-Schwind, Communications and Outreach Manager
Rafael Reyes, Director of Energy Programs
TJ Carter, Marketing Associate
Charlsie Chang, Public Affairs Associate
Matthew Sanders, Deputy County Counsel
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO

A quorum was established.

PUBLIC COMMENT:

None

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA ITEMS

Motion Made / Seconded: Bonilla / Bain

Motion passed unanimously 20-0 (Absent: Brisbane, Daly City)

CLOSED SESSION

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Chief Executive Officer

2. CONFERENCE WITH LABOR NEGOTIATORS

Agency Designated Representatives: Jeff Aalfs and Matthew Sanders

Unrepresented Employee: Chief Executive Officer

3. RECONVENE OPEN SESSION AND REPORT ANY ACTION(S) TAKEN DURING CLOSED SESSION

No reportable action taken

REGULAR AGENDA

Jeff Aalfs—Chair—announced that Item 4 on the Regular Agenda would be moved up.

4. RECOGNITION OF RETIRING BOARD MEMBERS

Jeff Aalfs announced that he and Chief Executive Officer Jan Pepper would like to recognize and thank four former Board members for their valuable service to Peninsula Clean Energy (PCE). Jeff announced each former Board member, and presented them with a “Certificate of Appreciation” plaque. The four former Board members being honored are:

Gary Pollard, Foster City
John Keener, Pacifica
Pradeep Gupta, South San Francisco
Cameron Johnson, San Carlos (NOTE: Cameron Johnson was not in attendance, so his certificate will be mailed.)

Jeff and Jan also presented John Keener and Pradeep Gupta with the “PCE Leadership Award” for their dedication and commitment working with PCE ad hoc committees, and their participation in multiple meetings with California regulatory officials and state legislative electeds. Jeff bestowed John Keener with the honorary title of Board Member Emeritus, and thanked Pradeep for his service on the Executive Committee and the “Deeper Dive” training sessions. Jeff announced his hope that Pradeep will be appointed to the CPUC (California Public Utilities Commission).

1. CHAIR REPORT

Jeff Aalfs—Chair—reported on meetings with Assemblymember Marc Berman, Senator Scott Wiener, Assemblymember Phil Ting, and Assemblymember Kevin Mullin.

2. CEO REPORT

Chief Executive Officer Jan Pepper reported that the Manager of DER Strategy position has been reposted, and that PCE is recruiting for a Regulatory/Senior Regulatory Analyst. Jan reported that PCE’s EV promotion continues through December 31, 2018, and results will be communicated in January.

Jan provided background information on the CalCCA Local Elected Board Members Committee that will meet quarterly to work collectively on legislative issues. Rick DeGolia, Jeff Aalfs, Catherine Carlton, and Rick Bonilla expressed interest in participating on that committee.

3. CITIZENS ADVISORY COMMITTEE REPORT

Michael Closson—Chair—reported that the December 13, 2018, meeting was focused on the role of the Citizens Advisory Committee (CAC) and how to better utilize the expertise of CAC members. Michael reported that Jeff Aalfs, Jan Pepper, and CAC members discussed:

- using ad hoc committees to explore key issues and long-term planning,
- ways to support PCE’s Inclusive and Sustainable Workforce Policy,
- ways to educate local government contacts on reach codes, and
- moving their monthly meeting dates to take place two weeks before Board meetings so that CAC members may provide feedback on items that will be going before the Board.

Board members requested a staff report on the role of the CAC at the next Board meeting.

5. APPROVE FOUR NEW PCE POLICIES DESIGNED TO SATISFY DATA-PRIVACY AND SECURITY REQUIREMENTS OF THE CALIFORNIA PUBLIC UTILITIES COMMISSION

Matt Sanders—Deputy County Counsel—directed Board members to the memo and draft policies for the new PCE Advanced Metering Infrastructure (AMI) Data-Privacy and Security Policy, IT-Security Policy, Privacy Notice, and Records Retention Policy. Charles Stone moved to approve the policies based upon the completeness of the very detailed memo and draft policies.

Motion Made / Seconded: Stone / Bonilla

Motion passed unanimously 20-0 (Absent: Brisbane, Daly City)

6. APPROVE 2019 BOARD OF DIRECTORS MEETING SCHEDULE

Jan Pepper reported that the Board’s new year meeting schedule is approved by the Board before the end of each year, and that those meeting dates become the “Regular Meeting” schedule for the public. Jan reported that the Board usually meets the 4th Thursday of the month, except September when the Board Retreat takes place on a Saturday, and the months of November and December when the meeting date is moved up to avoid holidays. Jan requested that Board members invite their Alternate if they cannot attend a meeting.

Motion Made / Seconded: Lee / DeGolia

Motion passed unanimously 20-0 (Absent: Brisbane, Daly City)

7. APPROVE THE PROPOSED PCE FOUR-YEAR \$16 MILLION ELECTRIC VEHICLE INFRASTRUCTURE INCENTIVE PROGRAM

Rafael Reyes—Director of Energy Programs—reviewed a summary of the proposed EV (Electronic Vehicle) Infrastructure Incentive Program, which includes a goal of installing 3,500 EV charging ports, and obtaining complementary funding from PG&E, the CEC (California Energy Commission), BAAQMD (Bay Area Air Quality Management District), Electrify America, and private sources. Rafael reviewed infrastructure challenges including Level 1 or Level 2 charging costs versus DC Fast Chargers, varying incentive levels for for-profits versus not-for-profits and low-income areas, and various distribution channels including school districts, multi-unit dwellings (MUDs), and commercial campuses. Rafael reported that PCE is currently working with SamTrans on their Electrification Committee to help further PCE’s and the County of San Mateo’s electrification goals.

PUBLIC COMMENT:

Mark Roest, on behalf of Green Fleets Group, Sustainable Energy Inc., Powers Design International, Bosch Captive Column, Asante UHPC.

Motion Made / Seconded: Stone / Lee

Motion passed unanimously 18-0 (Absent: County of San Mateo, Brisbane, Daly City, Half Moon Bay)

8. REVIEW 2019 ELECTRONIC VEHICLE RIDE & DRIVE MARKETING PROGRAM EXPENDING UP TO \$750,000 OVER THE COURSE OF 3 YEARS (FISCAL YEAR 2019-2020 THROUGH FISCAL YEAR 2022-2023)

Rafael Reyes reported that surveys show that over 50% of EV purchasers report having direct experience either driving, or having ridden in, an EV. He reported that PCE's 2018 EV Ride and Drive Program produced five events through the end of December 2018, with 1057 experiences. Rafael reported that an RFP will be issued for the 2019 EV Ride & Drive Program, and will involve contracting with a consultant to increase the number of participants, engage a broader community, and maximize the visibility of EVs and EV adopters.

PUBLIC COMMENT:

Mark Roest, on behalf of Green Fleets Group, Sustainable Energy Inc., Powers Design International, Bosch Captive Column, Asante UHPC.

9. APPROVE REVISIONS TO PCE'S STRATEGIC GOALS

Jan Pepper reported on the Board's proposed revisions to PCE's Strategic Goals during the Board Retreat in September. A red-line of those changes were brought to the Executive Committee, where additional revisions were suggested. Board members reviewed the redline and suggested an additional edit to Goal #4, adding the word "including" immediately before the words "by placing a priority".

PUBLIC COMMENT:

Mark Roest, on behalf of Green Fleets Group, Sustainable Energy Inc., Powers Design International, Bosch Captive Column, Asante UHPC.

Motion Made, as amended / Seconded: Stone / Carlton

Motion passed unanimously 18-0 (Absent: County of San Mateo, Brisbane, Daly City, Half Moon Bay)

10. AUTHORIZE AN ADJUSTMENT IN PENINSULA CLEAN ENERGY'S (PCE'S) RATES IN THE FIRST QUARTER OF 2019 TO MAINTAIN A 5% DISCOUNT IN GENERATION CHARGES COMPARED TO PG&E

Leslie Brown—Director of Customer Care—reported that analysis of PG&E's June 2018 Energy Resource Recovery Account (ERRA) Application and November 2018 update, indicates that additional rate adjustments will be coming in the new year. Leslie reported that it may be March 2019 before PG&E's generation rates will be finalized and set. She reported that PCE is committed to maintaining a 5% discount on generation rates in 2019.

Motion Made / Seconded: DeGolia / Lee

Motion passed unanimously 18-0 (Absent: County of San Mateo, Brisbane, Daly City, Half Moon Bay)

11. BOARD MEMBERS' REPORTS

None.

ADJOURNMENT

Meeting was adjourned at 8:31 p.m.