



**REGULAR MEETING of the Citizens Advisory Committee of the
Peninsula Clean Energy Authority (PCEA)
Thursday, January 10, 2019**

Peninsula Clean Energy
2075 Woodside Road, Redwood City, CA 94061
6:30 p.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, Board Clerk, at least 2 working days before the meeting at 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.

WELCOME

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) Chief Executive Officer's of Staff Report on the Regular Agenda; 3) 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 APPROVE CONSENT AGENDA

This item is to set the final regular agenda and approve the consent agenda.

REGULAR AGENDA

1. Chair Report (Discussion) (est. 5 min.)
2. Regulatory and Legislative Advocacy (Discussion) (est. 60 min.)
3. Local Energy Programs (Discussion) (est. 20 min.)
4. Upcoming Topics for Discussion (Discussion) (est. 10 min.)
5. Committee Member Reports (Discussion) (est. 10 min.)
6. Formation of Ad-Hoc Committees (Action) (est. 10 min.)

CONSENT AGENDA

7. Approval of the Minutes for the December 13, 2018 Meeting (Action)

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



**REGULAR MEETING of the Citizens Advisory Committee
of the Peninsula Clean Energy Authority (PCEA)
Thursday, December 13, 2018
MINUTES**

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

CALL TO ORDER

Meeting was called to order at 6:37 pm.

ROLL CALL

- Present:** Michael Closson, Menlo Park, *Chair*
Emily Leslie, Pacifica, *Vice Chair*
Diane Bailey, Belmont
Janet Creech, Millbrae
Joe Fullerton, Half Moon Bay
Scott Harmon, Portola Valley
Janelle London, Menlo Park
Landis Marttila, Works in San Mateo County
Jason Mendelson, Redwood City
Cheryl McGovern, Unincorporated San Mateo County
Walter Melville, San Bruno
James Ruigomez, San Bruno
Desiree Thayer, Burlingame
- Absent:** Gladwyn D'Souza, Belmont
- Board:** Jeff Aalfs, Board of Directors Chair
- Staff:** Jan Pepper, Chief Executive Officer
Andy Stern, Chief Financial Officer
Kirsten Andrews-Schwind, Communications and Outreach Manager
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO
Tj Carter, Marketing Associate
Charlsie Chang, Public Affairs Associate
Carlos Moreno, Outreach Associate
Rafael Reyes, Director of Energy Programs
David Silberman, General Counsel

A quorum was established.

PUBLIC COMMENT

No public comment.

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA

Motion Made / Seconded: Ruigomez / Creech

Motion passed 10-0 (Absent: D'Souza, Harmon, Leslie, Mendelson)

REGULAR AGENDA

1. Role of Citizens Advisory Committee (Discussion)

Each committee member shared why they chose to volunteer with Peninsula Clean Energy, feedback on their time on the committee, and aspects that could be improved. Jeff Aalfs, Board Chair, and Jan Pepper, Chief Executive Officer, shared their thoughts on how they envision the committee supporting staff priorities moving forward.

Jason Mendelson arrived at 6:39 pm.

Emily Leslie arrived at 6:43 pm.

Scott Harmon arrived at 6:47 pm.

Janelle London left at 7:30 pm.

Public Comment: Ted Howard

2. Formation of Ad Hoc Committees (Action)

Peninsula Clean Energy (PCE) Staff outlined their priorities and Committee members discussed developing ad hoc committees to support them.

Committee members voted to form an ad hoc committee to study, over the next 6 months, how PCE should develop its electric vehicle charging program to be consistent with Peninsula Clean Energy's Inclusive and Sustainable Workforce Policy.

Motion Made / Seconded: Ruigomez / Leslie

Motion passed 12-0 (Absent: D'Souza, London)

Committee members voted to appoint James Ruigomez, Walter Melville, Joe Fullerton, and Landis Marttila to the ad hoc committee.

Motion Made / Seconded: Ruigomez / Mendelson

Motion passed 12-0 (Absent: D'Souza, London)

Committee members voted to form an ad hoc committee to provide guidance to PCE's Director of Energy Programs on how to best engage and educate local

governments about reach codes for building electrification and electric vehicle charging infrastructure over the next 12 months.

Motion Made / Seconded: Fullerton / Mendelson

Motion passed 12-0 (Absent: D'Souza, London)

Committee members voted to appoint Desiree Thayer, Diane Bailey, Jason Mendelson, Emily Leslie, and Gladwyn D'Souza to the ad hoc committee.

Motion Made / Seconded: Leslie / Mendelson

Motion passed 12-0 (Absent: D'Souza, London)

3. 2019 Meeting Calendar Adjustment (Action)

Committee members voted to approve an adjustment to the 2019 Citizens Advisory Committee meeting schedule to correct a typo which stated their December meeting would be held on December 15, 2019 instead of December 05, 2019.

Motion Made / Seconded: Mendelson / Bailey

Motion passed 12-0 (Absent: D'Souza, London)

4. Discussion of Future Agenda Items (Discussion)

Committee members discussed agenda items for future meetings including an update on the PCIA and a discussion about the long-term strategy of the Energy Programs roadmap. The Committee also discussed members submitting 1-page biographies as an "Information Only" agenda item for the next meeting.

5. Member Reports (Discussion)

No member reports.

ADJOURNMENT

Meeting was adjourned at 8:57 pm.