



**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.