



**REGULAR MEETING of the Board of Directors of the
Peninsula Clean Energy Authority (PCEA)
Thursday, October 25, 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 6:33 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*
Madison Davis, City of Brisbane
Carlos Romero, City of East Palo Alto
Catherine Mahanpour, City of Foster City
Harvey Rarback, City of Half Moon Bay
Elizabeth Cullinan, Town of Hillsborough
Ann Schneider, City of Millbrae
John Keener, City of Pacifica
Ian Bain, City of Redwood City
Marty Medina, City of San Bruno
Cameron Johnson, City of San Carlos
Rick Bonilla, City of San Mateo
Pradeep Gupta, City of South San Francisco
Daniel Yost, Town of Woodside

Absent: City of Belmont
City of Burlingame
Town of Colma
City of Daly City
City of Menlo Park

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
Jay Modi, Director of Finance and Administration
Joseph Wiedman, Director of Legislative and Regulatory Affairs
Siobhan Doherty, Director of Power Resources
Chelsie Keys, Power Resources Manager
Alejandra Posada, Energy Programs Associate
TJ Carter, Marketing Associate
Charlsie Chang, Public Affairs Associate
Jennifer Stalzer Kraske, Deputy 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

Jeff Aalfs—Chair—pulled the minutes from the Consent Agenda. Motion to set the agenda and approve items 15 and 16.

Motion Made / Seconded: Yost / DeGolia

Motion passed unanimously 15-0 (Absent: County of San Mateo, Belmont, Burlingame, Colma, Daly City, East Palo Alto, Menlo Park)

Jeff Aalfs announced a correction to the minutes for the September 29, 2018 meeting, reporting that Andy Stern, PCE’s new Chief Financial Officer, did not attend. Motion to approve the minutes for the September 29, 2018 meeting with the correction noted.

Motion Made / Seconded: Bonilla / Gupta

Motion passed unanimously 13-0 (Abstained: Foster City, Millbrae, Redwood City. Absent: Belmont, Burlingame, Colma, Daly City, East Palo Alto, Menlo Park)

CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of Subdivision (d) of California Government Code Section 54956.9 – one case.

2. RECONVENE OPEN SESSION AND REPORT OUT OF CLOSED SESSION

No reportable action taken

REGULAR AGENDA

3. CHAIR REPORT

Jeff Aalfs—Chair—reported on the success of the Wright Solar groundbreaking event on October 11, 2018.

4. CEO REPORT

Chief Executive Officer Jan Pepper—introduced Andy Stern, PCE’s new Chief Executive Officer, and announced that the new Community Outreach Associate, Carlos Morena, will start on November 1, 2018.

Jan provided a summary of the Board Retreat that took place on September 29, 2018, and reported that City Managers have been contacted to work with PCE staff on the Green Power Partnership application process.

Jan reported on the success of the Wright Solar groundbreaking event received on October 11, 2018, and announced upcoming Regulatory and Legislative meetings, including a CPUC (California Public Utilities Commission) Customer Choice En Banc on October 29, 2018, and a meeting with Senator Jerry Hill on November 5, 2018.

5. CITIZENS ADVISORY COMMITTEE REPORT

Emily Leslie—Vice Chair of the Citizens Advisor Committee (CAC)—reported on discussions that took place at the last meeting, including a review of PCE’s EV (Electric Vehicle) promotion, Community Pilot Program finalists, and the committee’s desire for more meaningful involvement and utilization.

6. AUDIT AND FINANCE COMMITTEE REPORT

Carlos Romero reported that the Audit and Finance Committee met with the auditors to review a draft of the audit.

7. APPROVE FISCAL YEAR 2017-2018 AUDITED FINANCIAL STATEMENTS

Brett Bradford and Matt Brewer with Piseni & Brinker—reported on the audit of the fiscal years ending on June 30, 2018 and June 30, 2017, respectively. They reported that the audit is complete, that the financial statements are materially accurate, and they did not propose any adjustments to the financial statements.

PUBLIC COMMENT:

None

Motion Made / Seconded: DeGolia / Bonilla

Motion passed unanimously 17-0 (Absent: Belmont, Burlingame, Colma, Daly City, Menlo Park)

8. APPROVE INVESTMENT POLICY

Paul Hackleman, Senior Plan Consultant with NFP—reviewed the Investment Policy Statement. He reported that applicable California Code was reviewed, and the policy was drafted in consultation with the Audit and Finance Committee. He reported that passing this policy establishes clear objectives and parameters for staff, contractors and/or investment managers. He recommends that the policy be reviewed annually.

PUBLIC COMMENT:

None

Motion Made / Seconded: Bain / Schneider

Motion passed unanimously 17-0 (Absent: Belmont, Burlingame, Colma, Daly City, Menlo Park)

9. APPROVE RECOMMENDED COMMUNITY PILOT PROJECTS

Rafael Reyes—Director of Energy Programs—reviewed the process and criteria that were used to evaluate the 37 community pilot submissions that PCE received, and he reviewed each of the final six projects that were recommended for approval by the Board:

- ARCA Recycling, Inc.: Appliance Recycling Program Proposal
- Ardena Energy, LLC: Peninsula Climate Comfort Pilot Project
- Build It Green: Healthy Home Connect
- California Interfaith Power & Light: Community Resiliency, PV-Storage at Faith Institutions
- Envoy Technologies Inc.: Disadvantaged Community Car Sharing Pilot
- San Mateo County Office of Sustainability: A Roadmap for Municipal Green Fleets

PUBLIC COMMENT:

Diane Bailey, Menlo Spark
Liore Milgrom-Gartner, California Interfaith Power & Light

Motion Made / Seconded: Yost / Bonilla

Motion passed unanimously 16-0 (Abstain: Jim Eggemeyer, County of San Mateo. Absent: Belmont, Burlingame, Colma, Daly City, Menlo Park)

10. APPROVE THE INCLUSIVE AND SUSTAINABLE WORKFORCE POLICY AND ADOPT IT AS A REPLACEMENT FOR THE PREVIOUSLY ADOPTED SUSTAINABLE WORKFORCE POLICY

Jan Pepper reported that the workforce policy has been expanded with additional provisions.

PUBLIC COMMENT:

James Ruigomez, San Mateo County Building & Construction Trades Council

Motion Made / Seconded: DeGolia / Schneider

Motion passed unanimously 17-0 (Absent: Belmont, Burlingame, Colma, Daly City, Menlo Park)

11. PCIA (POWER CHARGE INDIFFERENCE ADJUSTMENT) UPDATE

Joseph Wiedman—Director of Legislative and Regulatory Affairs—reported that existing CCAs (Community Choice Aggregator) are moving forward and new CCAs continue to be formed after the CPUC’s (California Public Utilities Commission) PCIA decision on October 11, 2018.

12. INCREASING AWARENESS OF CALIFORNIA ALTERNATE RATES FOR ENERGY PROGRAM

Leslie Brown—Director of Customer Care—reported that recent PG&E analysis from August 2018 estimated that over 12,500 San Mateo County customers are eligible for CARE rate benefits but have not yet enrolled in the program. Leslie reviewed CARE income guidelines and benefits to consumers, and asked Board members to work with their cities and reach out to community organizations to increase awareness of the program and encourage enrollment.

13. BOARD MEMBERS’ REPORTS

None.

ADJOURNMENT

Meeting was adjourned at 8:36 p.m.