



**REGULAR MEETING of the Citizens Advisory Committee of the  
Peninsula Clean Energy Authority (PCEA)  
Thursday, March 14, 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](mailto: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. Programs Update and Roadmap Discussion (Discussion) (est. 45 min.)
3. Decarbonizing Transportation Discussion Led by Gladwyn D. (Discussion) (est. 10 min.)
4. Outreach Training (Discussion) (est. 45 min.)
5. Upcoming Topics for Discussion (Discussion) (est. 10 min.)
6. Committee Member Reports (Discussion) (est. 5 min.)
7. Formation of Ad-Hoc Committees (Action) (est. 10 min.)

## **CONSENT AGENDA**

8. Approval of the Minutes for the February 14, 2019 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  
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MINUTES**

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

**CALL TO ORDER**

Meeting was called to order at 6:35 pm.

**ROLL CALL**

**Present:** Michael Closson, Menlo Park, *Chair*  
Emily Leslie, Pacifica, *Vice Chair*  
Diane Bailey, Belmont  
Janet Creech, Millbrae  
Gladwyn D'Souza, Belmont  
Joe Fullerton  
Janelle London, Menlo Park  
Landis Marttila, Works in San Mateo County  
Cheryl McGovern, Unincorporated San Mateo County  
Desiree Thayer, Burlingame

**Absent:** Scott Harmon, Portola Valley  
Walter Melville, San Bruno  
Jason Mendelson, Redwood City  
James Ruigomez, San Bruno

**Board**

**Members:** Jeff Aalfs, Board Chair

**Staff:** Andy Stern, Chief Financial Officer  
Kirsten Andrews-Schwind, Senior Manager Communications and Outreach  
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO  
Tj Carter, Marketing Associate  
Charlsie Chang, Public Affairs Associate  
David Silberman, General Counsel  
Joe Wiedman, Director of Legislative and Regulatory Affairs

**A quorum was established.**

## **PUBLIC COMMENT**

James Tuleya.

## **ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA**

Motion Made / Seconded: Leslie / London

**Motion passed 10-0 (Absent: Harmon, Melville, Mendelson, Ruigomez)**

## **REGULAR AGENDA**

### **1. Chair Report (Discussion)**

Michael Closson, *Chair*, congratulated Kirsten Andrews-Schwind on her new title of Senior Manager, Communications and Outreach.

### **2. CAC Terms and Recruitment (Discussion)**

Kirsten Andrews-Schwind explained the Citizens Advisory Committee has one current vacancy and may have an additional four vacancies as those members complete their two-year term in May 2019. She asked that members let her know if they would like to continue for a new 3-year term.

### **3. Outreach Report (Discussion)**

Kirsten Andrews-Schwind shared that PCE is starting to plan for Earth Day outreach events. She noted that PCE is hosting a volunteer training on March 20<sup>th</sup>, and will also add an outreach training agenda item to next month's Committee meeting.

### **4. Regulatory and Legislative Update (Discussion)**

Joe Wiedman, *Director of Legislative and Regulatory Affairs*, led a discussion about PCE's recent regulatory and legislative efforts. These efforts include participating in discussions with the California Public Utilities Commission about resource adequacy, and the outlook of 2019 CCA-related legislation.

## **PUBLIC COMMENT**

James Tuleya.

### **5. Local Energy Programs Update (Discussion)**

Michael Closson read a memo from Rafael Reyes, *Director of Energy Programs* detailing recent energy program updates. Committee members discussed developing an ad-hoc committee to support long-term energy program roadmap planning but decided to postpone the decision until the March meeting.

### **6. Upcoming Topics for Discussion (Discussion)**

Kirsten Andrews-Schwind shared potential Board of Directors agenda topics. Committee members discussed agenda items for future meetings including an update about the energy programs roadmap, energy program ad-hoc committee creation, and a mobility presentation from Gladwyn D'Souza.

**PUBLIC COMMENT**

James Tuleya.

**7. Committee Member Reports (Discussion)**

The Reach Code Ad-Hoc Committee shared they have been developing strategy to outreach to city councils regarding the PCE reach code effort.

**8. Formation of Ad-Hoc Committees (Action)**

None.

**ADJOURNMENT**

Meeting was adjourned at 8:11 pm.