



**REGULAR MEETING of the Executive Committee of the  
Peninsula Clean Energy Authority (PCEA)  
Monday, May 13, 2019  
8:00 a.m.**

Peninsula Clean Energy, 2075 Woodside Road,  
Redwood City, CA 94061

*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, Agenda Administrator, at least 12 hours before the meeting at (650) 260-0111 and/or [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.*

**CALL TO ORDER / 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) Listed on the Consent Agenda; 3) Chief Executive Officer's or Staff Report on the Regular Agenda; or 4) 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 TO APPROVE CONSENT AGENDA ITEMS**

This item is to set the final consent and regular agenda, and for approval of the items listed on the consent agenda. All items on the consent agenda are approved by one action.

## **REGULAR AGENDA**

1. Chair Report (Discussion)
2. CEO Report (Discussion)
3. Review Joint CCA Cost-Sharing and Resource Adequacy Portfolio Management and Procurement Contracts (Discussion)
4. Review Load Stabilization Program (Discussion)
5. Fiscal Year 2019-2020 Budget Review (Discussion)
6. Committee Members' Reports (Discussion)

## **CONSENT AGENDA**

7. Approval of the Minutes for the April 8, 2019 Meeting (Action)

Public records that relate to any item on the open session agenda for a regular board 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 Board. 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 Executive Committee of the  
Peninsula Clean Energy Authority (PCEA)  
Monday, April 8, 2019  
MINUTES**

8:00 a.m.

Peninsula Clean Energy  
2075 Woodside Road, Redwood City, CA 94061

**CALL TO ORDER**

Meeting was called to order at 8:06 a.m.

**ROLL CALL**

**Present:** Dave Pine, County of San Mateo  
Carole Groom, County of San Mateo  
Jeff Aalfs, Town of Portola Valley, *Chair*  
Rick DeGolia, Town of Atherton, *Vice Chair*  
Donna Colson, City of Burlingame  
Rick Bonilla, City of San Mateo

**Absent:** Catherine Mahanpour, Foster City  
Catherine Carlton, City of Menlo Park  
Wayne Lee, City of Millbrae

**Staff:** Jan Pepper, CEO  
Andy Stern, CFO  
Rafael Reyes, Director of Energy Programs  
Matthew Sanders, Deputy County Counsel  
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO

**A quorum was established.**

**PUBLIC COMMENT**

No public comment.

**ACTION TO SET AGENDA AND TO APPROVE CONSENT AGENDA ITEMS**

Motion Made / Seconded: Bonilla / DeGolia

**Motion passed unanimously 5-0 (Absent: Pine, Mahanpour, Carlton, Lee)**

**REGULAR AGENDA**

**1. CHAIR REPORT**

No report.

**2. CEO REPORT**

Chief Executive Officer Jan Pepper reported that on March 21 she, Rick DeGolia, and Rick Bonilla, met key contacts in Merced about their interest in CCAs (Community Choice Aggregation), and that additional meetings will be scheduled in April. She reported that PCE staff and Rick Bonilla participated in CalCCA's (California Community Choice Association) Capitol Day on April 3.

Jan reported that Cyclops was selected in response to PCE's Marketing RFP (Request for Proposal), and that the Marketing Ad Hoc Committee will meet with Cyclops staff on April 12. Jan reported that PCE continues working with representatives from multiple organizations, the County, and cities, in the development of building Reach Codes. She reported that an update on Reach Codes will be presented at the April Board meeting.

**3. REVIEW CURRENT INSURANCE COVERAGE AND NEW INSURANCE COVERAGE OPTIONS**

Chief Financial Officer Andy Stern reviewed PCE's current insurance coverage and outlined insurance needs not currently covered. Andy reported that he engaged ABD Insurance & Financial Services to review PCE's insurance coverage, potential risk areas, and make recommendations.

Andy introduced Peter Daly, Senior Vice President and Founding Principal of ABD, who reviewed insurance coverage options, and recommended additional insurance coverage for PCE. Executive Committee members discussed the insurance coverage recommendations and agreed that the recommendation for new insurance coverage should be added to the Board agenda for the April meeting.

**4. REVIEW NEW EV DEALER INCENTIVE PROGRAM**

Rafael Reyes—Director of Energy Programs—reported that the new EV (Electric Vehicle) dealer incentive program will be similar to the 2018 program with a rebate going to the

buyer and another rebate going to the dealer. He reported that 2019 is proposed as the first year of a three-year program to promote and increase EV purchases. Rafael reported that the 2018 program produced 120 EV sales, and that the 2019 to 2021 goal will be 800 EVs sold over three years. He reported that PCE staff will bring this program to the Board in April for approval, and that if it's successful, staff will return to the Board to request additional funds to extend the program.

**5. COMMITTEE MEMBERS' REPORTS**

No reports.

**ADJOURNMENT**

Meeting was adjourned at 10:13 a.m.