



**REGULAR MEETING of the Citizens Advisory Committee
of the Peninsula Clean Energy Authority (PCEA)
Thursday, July 11, 2019
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*
Morgan Aitken-Young, Redwood City
Diane Bailey, Belmont
Steven Booker, Half Moon Bay
Janet Creech, Millbrae
Gladwyn D'Souza, Belmont
Scott Harmon, Portola Valley
Ray Larios, Burlingame
Jason Mendelson, Redwood City
Desiree Thayer, Burlingame
James Ruigomez, San Bruno

Absent: Joe Fullerton, Half Moon Bay
Janelle London, Menlo Park
Walter Melville, San Bruno
Cheryl McGovern, Unincorporated San Mateo County

Staff: Kirsten Andrews-Schwind, Senior Manager of Communications and Outreach
Charlsie Chang, Public Affairs Associate
Tj Carter, Marketing Associate
Rafael Reyes, Director of Energy Programs
David Silberman, General Counsel

A quorum was established.

PUBLIC COMMENT

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA

Motion Made / Seconded: Ruigomez / Bailey

Motion passed 11-0 (Absent: Fullerton, London, Melville, McGovern)

REGULAR AGENDA

1. Swearing-In of New and Returning CAC Members

Morgan Aitken-Young and Steven Booker were sworn-in.

2. Committee Member Introductions (Discussion)

Members of the Committee and staff introduced themselves to the two new members.

3. Chair Report (Discussion)

No chair report.

4. Nominations for New Chair and Vice Chair (Action)

The Committee nominated members to Chair and Vice Chair position and will vote to appoint the Chair and Vice Chair at the August meeting to allow nominated members time to consider accepting the position.

Desiree Thayer nominated as Chair

Motion Made / Seconded: Bailey / Ruigomez

Joe Fullerton nominated as Vice Chair

Motion Made / Seconded: Closson / Ruigomez

Gladwyn D'Souza nominated as Vice Chair

Motion Made / Seconded: Creech / Ruigomez

5. Outreach Update (Discussion)

Kirsten Andrews-Schwind, *Senior Manager of Communications and Outreach*, shared the list of upcoming electric vehicle test drive event dates and noted an upcoming solar workshop PCE will host in August.

6. Legislative and Regulatory Update (Discussion)

Charlsie Chang, *Public Affairs Associate*, shared that Assembly Bill 56 was defeated. She also encouraged Committee members to join CalCCA's Bright Energy Future CA coalition.

7. Local Community Energy Programs Roadmap Review (Discussion)

Rafael Reyes, Director of Energy Programs, gave an update on the status of PCE's Community Energy Programs including the EV Ride & Drive Campaign, New EV Dealer Incentive Program, DriveForward Electric, EV Charging Infrastructure Program, Building Electrification, and Community Pilots.

8. Reach Codes for Affordable Housing Electric Vehicle Charging Discussion (Discussion)

Rafael Reyes, Director of Energy Programs, shared that PCE and SVCE are developing funding support programs for electric vehicle infrastructure in affordable housing.

9. Work Group Reports (Discussion)

Committee members discussed the rosters of their current Work Groups and discussed creating three new Work Groups for Distributed Energy Resource Planning, Community Program Implementation, and Zero Carbon Municipality Toolkit.

Reach Code Work Group: Diane, Jason, Desiree, Gladwyn, Ray, Morgan
Transportation Work Group: Gladwyn, Ray
Education Work Group: Janet, Desiree, Scott, Janelle
Work Force Work Group: James, Joe
Community Programs Roadmap Work Group: Cheryl, Gladwyn, Janet

10. Formation of Ad-Hoc Committees (Action)

No ad-hoc committee was formed.

11. Upcoming Topics for Discussion (Discussion)

Kirsten Andrews-Schwind shared potential Board of Directors agenda topics. Committee members suggested agenda items for future meetings including developing a municipality zero carbon toolkit, discussing distributed energy resource planning, selecting a new CAC Chair and Vice Chair, and reach code adoption outreach.

12. Committee Members' Reports (Discussion)

Diane Bailey shared her work with the Fossil Free Building campaign and reaching affordable housing developers with the help of Housing Leadership Council of San Mateo.

ADJOURNMENT

Meeting was adjourned at 8:44 pm.