



**REGULAR MEETING of the Citizens Advisory Committee  
of the Peninsula Clean Energy Authority (PCEA)  
Thursday, August 08, 2019  
MINUTES**

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

**CALL TO ORDER**

Meeting was called to order at 6:38 pm.

**ROLL CALL**

**Present:** Desiree Thayer, Burlingame, *Chair*  
Gladwyn D'Souza, Belmont, *Vice Chair*  
Morgan Aitken-Young, Redwood City  
Allen Brown, Unincorporated San Mateo County  
Michael Closson, Menlo Park  
Janet Creech, Millbrae  
Joe Fullerton, Half Moon Bay  
Scott Harmon, Portola Valley  
Ray Larios, Burlingame  
Walter Melville, San Bruno  
Jason Mendelson, Redwood City

**Absent:** Diane Bailey, Belmont  
Janelle London, Menlo Park  
James Ruigomez, San Bruno

**Staff:** Kirsten Andrews-Schwind, Senior Manager of Communications and Outreach  
Anne Bartoletti, Board Clerk  
Tj Carter, Marketing Associate  
Siobhan Doherty, Director of Power Resources  
Peter Levitt, Associate Manager of Distributed Energy Resources (DER)  
David Silberman, General Counsel

**A quorum was established.**

**PUBLIC COMMENT**

None.

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

Motion Made / Seconded: Creech / D'Souza

**Motion passed 11-0 (Absent: London, Ruigomez)**

## **REGULAR AGENDA**

### **1. Swearing-In of New Member**

Allen Brown was sworn-in.

### **2. Committee Member Introductions (Discussion)**

Members of the Committee and staff introduced themselves to the new Committee member.

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

No chair report.

### **4. Elections of New Chair and Vice Chair (Action)**

The Committee members appointed Desiree Thayer as Chair and Gladwyn D'Souza as Vice Chair of the PCE Citizens Advisory Committee.

Motion Made / Seconded: Mendelson / Fullerton

**Motion passed 11-0 (Absent: London, 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)**

None.

### **7. Distributed Energy Resources Listening Session (Discussion)**

Peter Levitt, Associate Manager of Distributed Energy Resources (DER), shared an overview of distributed energy resources and why it is important. He also solicited feedback from Committee members about ideas to help PCE meet its 20 megawatts of new local power by 2025 Strategic Goal.

## **PUBLIC COMMENT**

Ted Howard

**8. Zero Carbon Municipality Toolkit Discussion (Discussion)**

Committee member Joe Fullerton led a discussion with members about developing a toolkit cities can use to reduce carbon emissions, mainly targeting building electrification.

**PUBLIC COMMENT**

Ted Howard

**9. Work Group Reports (Discussion)**

The Committee formed a work group to further develop the zero carbon municipality toolkit plan. Members include Joe Fullerton, Morgan Aitken-Young, and Jason Mendelson.

**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 discussing Board of Directors retreat, County of San Mateo's Energy & Water Strategy, and continuing discussion about developing a municipality zero carbon toolkit.

**12. Committee Members' Reports (Discussion)**

None.

**ADJOURNMENT**

Meeting was adjourned at 8:51 pm.