



**REGULAR MEETING of the Executive Committee of the  
Peninsula Clean Energy Authority (PCEA)  
Tuesday, October 15, 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. Recommend to the Board approval of contract for up to \$850,000 with the Center for Sustainable Energy to administer PCE electric vehicle incentive funds of up to \$12 million as part of CALeVIP (California Electric Vehicle Infrastructure Project) (Action)
4. Review Direction from September 28, 2019 Board Retreat (Discussion)
5. Discuss PCE rate adjustments to maintain a 5% discount across all rate schedules (Discussion)
6. Discuss a PCE Resolution endorsing the Declaration of a Climate Emergency impacting both current and future Peninsula Clean Energy customers in San Mateo County that demands accelerated actions on the Climate Crisis and calls on local and regional partners to join together to address Climate Change (Discussion)
7. Committee Member's Reports (Discussion)

## **CONSENT AGENDA**

8. Approval of the Minutes for the September 10, 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, September 10, 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 8:13 a.m.

**ROLL CALL**

**Present:** Carole Groom, County of San Mateo  
Dave Pine, County of San Mateo  
Jeff Aalfs, Town of Portola Valley, *Chair*  
Donna Colson, City of Burlingame  
Catherine Mahanpour, City of Foster City  
Catherine Carlton, City of Menlo Park  
Rick Bonilla, City of San Mateo  
Pradeep Gupta, Director Emeritus

**Absent:** Rick DeGolia, Town of Atherton, *Vice Chair*  
Wayne Lee, City of Millbrae

**Staff:** Jan Pepper, CEO  
Andy Stern, CFO  
Siobhan Doherty, Director of Power Resources  
KJ Janowski, Director of Marketing and Community Affairs  
Jennifer Stalzer Kraske, 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: Pine / Colson

**Motion passed unanimously 6-0 (Absent: DeGolia, Carlton, Lee)**

**REGULAR AGENDA**

**1. CHAIR REPORT**

No report.

**2. CEO REPORT**

Chief Executive Officer Jan Pepper provided a staffing update and introduced KJ Janowski, Director of Marketing and Community Affairs, and Shayna Barnes, Administrative Assistant. She reported that staff is close to selecting a Strategic Planning Consultant, and that the Board Retreat agenda has been finalized.

**3. REVIEW FINANCIAL REPORTS AND INVESTMENT SUMMARY FOR FOURTH QUARTER AND FULL YEAR FY2018-2019**

Chief Financial Officer Andy Stern reviewed the draft fourth quarter and year-end Fiscal Year (FY) 2018-2019 reports, and compared the year-to-date results to the budget, pointing out variances. Andy reviewed the cost of energy through each quarter of FY2018-2019, outlined actions being taken to mitigate future variances, and reported on PCE's Investment Account portfolio.

**4. UPDATE ON AUDIT SCHEDULE**

Andy Stern reported that the current audit is in-process with auditors Picienti & Brinker. PCE's accountants, Maher Accountancy, are also closely involved in the process. He reported that the audit is scheduled to be presented by Picienti & Brinker to the Audit and Finance Committee on November 13, 2019, with a review by the full Board of Directors on November 21, 2019.

**5. REVIEW FINANCIAL RISK SCENARIOS**

Andy reviewed several risk scenarios that will be evaluated including potential changes

in rates, energy costs, and load, and he outlined the potential impacts of the best case, worst case, and most likely scenarios.

**6. REVIEW COST AND EMISSIONS IMPACTS OF IMPORTED GHG (GREENHOUSE GAS) FREE AND PCC2 (PORTFOLIO CONTENT CATEGORY 2) RESOURCES**

Siobhan Doherty, Director of Power Resources, provided background on PCE's load shape and supply resources, described the differences between renewable portfolio standard (RPS) and GHG-free resources, outlined changes in regulatory requirements for the Power Content Label, and described the impact of different power supply scenarios on regulatory reporting of GHG emissions.

**7. COMMITTEE MEMBERS' REPORTS**

The Committee discussed energy industry training options for new and existing Board members.

**ADJOURNMENT**

Meeting was adjourned at 10:27 a.m.