



**REGULAR MEETING of the Citizens Advisory Committee  
of the Peninsula Clean Energy Authority (PCEA)  
Thursday, September 12, 2019  
MINUTES**

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

**CALL TO ORDER**

Meeting was called to order at 6:37 pm.

**ROLL CALL**

**Present:** Desiree Thayer, Burlingame, *Chair*  
Gladwyn D'Souza, Belmont, *Vice Chair*  
Morgan Aitken-Young, Redwood City  
Diane Bailey, Belmont  
Steven Booker, Half Moon Bay  
Allen Brown, Unincorporated San Mateo County  
Michael Closson, Menlo Park  
Janet Creech, Millbrae  
Ray Larios, Burlingame  
Janelle London, Menlo Park  
Walter Melville, San Bruno  
Jason Mendelson, Redwood City

**Absent:** Joe Fullerton, Half Moon Bay  
Scott Harmon, Portola Valley  
James Ruigomez, San Bruno

**Board**

**Members:** Jeff Aalfs, Board Chair

**Staff:** Kirsten Andrews-Schwind, Senior Manager of Communications and Outreach  
Shayna Barnes, Administrative Assistant  
Anne Bartoletti, Board Clerk  
Tj Carter, Marketing Associate  
Karen Janowski, Director of Marketing & Community Affairs  
Rafael Reyes, Director of Energy Programs  
Jennifer Stalzer Kraske, Deputy County Counsel

**A quorum was established.**

**PUBLIC COMMENT**

None.

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

Motion Made / Seconded: D'Souza / Closson

**Motion passed 12-0 (Absent: Fullerton, Harmon, Ruigomez)**

## **REGULAR AGENDA**

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

Desiree Thayer, *Chair*, encouraged Committee members to attend the Board Retreat on September 28, 2019.

### **2. Outreach Update (Discussion)**

Kirsten Andrews-Schwind, *Senior Manager of Communications and Outreach*, welcomed Karen Janowski Peninsula Clean Energy's new Director of Marketing & Community Affairs.

Kirsten also previewed two new marketing videos with members.

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

Kirsten Andrews-Schwind shared recent regulatory and legislative efforts including a regulatory discussion about the creation of a central buyer for resource adequacy that Peninsula Clean Energy has been actively engaged in.

### **4. PCE Strategic Goals and Draft Board Retreat Agenda (Discussion)**

Jeff Aalfs, *Board Chair*, shared potential Board Retreat agenda topics.

### **5. San Mateo County Energy and Water Strategy 2025 Update (Discussion)**

John Allen from the County of San Mateo Office of Sustainability provided an overview of the San Mateo County Energy and Water Strategy 2025 Update. He also encouraged Committee members to provide their feedback via an online survey found on the Energy and Water Strategy website.

### **6. Building Reach Codes Update (Discussion)**

Rafael Reyes, *Director of Energy Programs*, led a discussion about the current status of PCE's reach code development and described the stage of each city.

### **7. Work Group Reports (Discussion)**

Reach Code Work Group has been advocating for cities to adopt reach codes. Education Work Group met before today's meeting to discuss Peninsula Clean Energy's past schools engagement efforts and briefly discussed future opportunities.

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

No ad-hoc committee was formed.

**9. Upcoming Topics for Discussion (Discussion)**

Committee members suggested agenda items for future meetings including a debrief of the Board Retreat, an update on the Zero Carbon Municipality Toolkit, an update on the distributed energy resource strategy, and a discussion about time-of-use rate schedule.

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

None.

**ADJOURNMENT**

Meeting was adjourned at 8:27 pm.