



**REGULAR MEETING of the Citizens Advisory Committee of the  
Peninsula Clean Energy Authority (PCEA)  
Thursday, April 9, 2020  
6:30 p.m.**

**PLEASE NOTE: for Video conference: <https://meetings.ringcentral.com/j/1483130207>  
for Audio conference: dial +1(623) 404-9000,  
then enter the Meeting ID: 148 313 0207 followed by #**

**You will be instructed to enter your participant ID followed by #.**

**NOTE: Please see attached document for additional detailed teleconference instructions.**

*PCEA shall make every effort to ensure that its video conferenced meetings are accessible to people with disabilities as required by Governor Newsom's March 17, 2020 Executive Order N-29-20. 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, Board Clerk, at least 2 working days before the meeting at [abartoletti@peninsulacleanenergy.com](mailto:abartoletti@peninsulacleanenergy.com). Notification in advance of the meeting will enable PCEA to make best efforts to reasonably accommodate accessibility to this meeting and the materials related to it.*

*If you wish to speak to the Committee, please use the "Raise Your Hand" function on the Ring Central platform. If you have anything that you wish to be distributed to the Committee and included in the official record, please send to [abartoletti@peninsulacleanenergy.com](mailto:abartoletti@peninsulacleanenergy.com).*

## **WELCOME**

## **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) Chief Executive Officer's Staff Report on the Regular Agenda; 3) 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 APPROVE CONSENT AGENDA**

This item is to set the final regular agenda and approve the consent agenda.

## **REGULAR AGENDA**

1. Chair Report (Discussion) (est. 5 min.)
2. Review Strategic Plan (Discussion) (est. 20 min)
3. Community Programs Update (Discussion) (est. 30 min)
4. Update on Inclusion of New Communities from the Central Valley in the Peninsula Clean Energy Joint Powers Authority (JPA) Agreement (Discussion) (est. 20 min)
5. CAC 2020 Priority Setting and Work Planning (Action) (est. 30 min)
6. Work Group Reports (Discussion) (est. 5 mins)
7. Upcoming Topics for Discussion (Discussion) (est. 5 min)
8. Committee Members' Reports (Discussion) (est. 5 min.)

## **CONSENT AGENDA**

9. Approval of the Minutes for the February 13, 2020 Meeting (Action)

Public records that relate to any item on the open session agenda for a regular Committee 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 Committee. The Board of Directors 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 Website. The website is located at: <http://www.peninsulacleanenergy.com>.

## Instructions for Joining a RingCentral Meeting via Computer or Phone

### Best Practices:

- Please mute your microphone when you are not speaking to minimize audio feedback
- If possible, utilize headphones or ear buds to minimize audio feedback
- If participating via videoconference, audio quality is often better if you use the dial-in option (Option 1 below) rather than your computer audio

### Options for Joining

- A. Videoconference with Phone Call Audio (*Recommended*) – see Option 1 below
- B. Videoconference with Computer Audio – see Option 2 below
- C. Calling in from iPhone using one-tap – see Option 3 below
- D. Calling in via Telephone/Landline – see Option 4 below

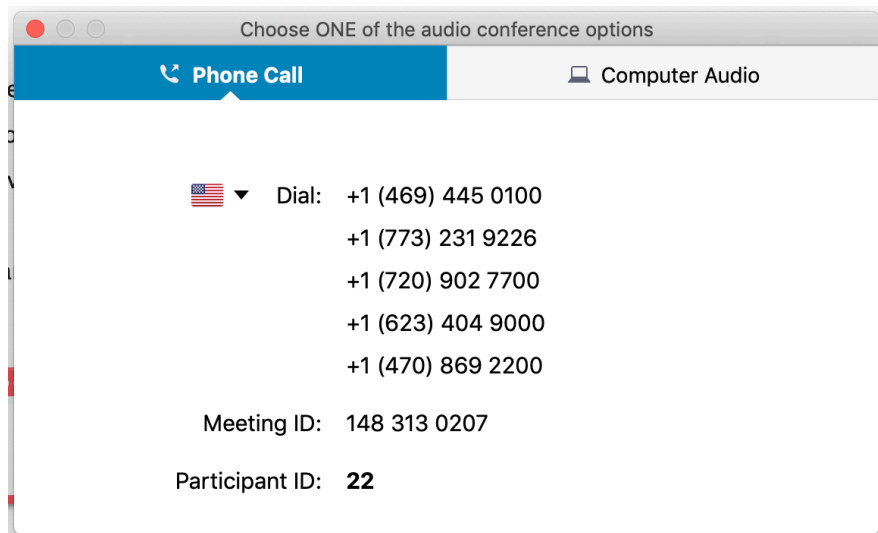
### Videoconference Options:

Prior to the meeting, we recommend that you install the RingCentral Meetings application on your computer by clicking here: <https://www.ringcentral.com/apps/rc-meetings>

If you want full capabilities for videoconferencing (audio, video, screensharing) you must download the RingCentral application.

### **Option 1** Videoconference with Phone Call Audio (Recommended):

1. From your computer, click on the following link that is also included in the PCE Citizens Advisory Committee Meeting Calendar Invitation :  
<https://meetings.ringcentral.com/j/1483130207>
2. The RingCentral Application will open on its own or you will be instructed to Open RingCentral Meetings.
3. After the application opens, the pop-up screen below will appear asking you to choose ONE of the audio conference options. Click on the Phone Call option at the top of the pop-up screen.



**IMPORTANT:** Please do not use the Participant ID that is in the picture to the left. Enter the Participant ID that appears on your personal pop-up.

4. Please dial one of the phone numbers for the meeting (it does not matter which one) :

+1 (469) 445 0100

+1 (773) 231 9226

+1 (720) 902 7700

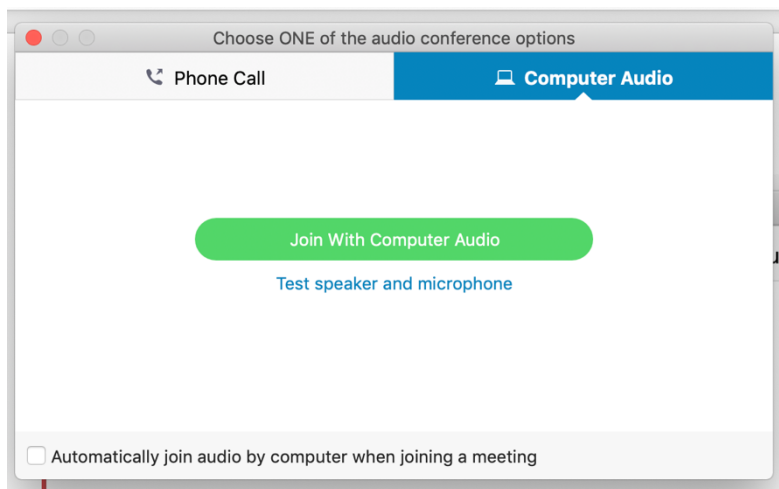
+1 (623) 404 9000

+1 (470) 869 2200

5. You will be instructed to enter the meeting ID: **148 313 0207 followed by #**
6. You will be instructed to enter in your **Participant ID followed by #**. Your Participant ID is unique to you and is what connects your phone number to your RingCentral account.
7. After a few seconds, your phone audio should be connected to the RingCentral application on your computer.
8. In order to enable video, click on “Start Video” in the bottom left hand corner of the screen. This menu bar is also where you can mute/unmute your audio.

### **Option 2 Videoconference with Computer Audio:**

1. From your computer, click on the following link that is also included in the PCE Citizens Advisory Committee Meeting Calendar Invitation :  
<https://meetings.ringcentral.com/j/1483130207>
2. The RingCentral Application will open on its own or you will be instructed to Open RingCentral Meetings.
3. After the application opens, the pop-up screen below will appear asking you to choose ONE of the audio conference options. Click on the Computer Audio option at the top of the pop-up screen.



4. Click the green Join With Computer Audio button
5. In order to enable video, click on “Start Video” in the bottom left hand corner of the screen. This menu bar is also where you can mute/unmute your audio.

## **Audio Only Options:**

Please note that if you call in/use the audio only option, you will not be able to see the speakers or any presentation materials in real time.

### **Option 3: Calling in from iPhone using one-tap**

Click on one of the following “one-tap” numbers from your iPhone. Any number will work, but dial by your location for better audio quality:

**+1(623)4049000,,1483130207# (US West)**

+1(720)9027700,,1483130207# (US Central)

+1(773)2319226,,1483130207# (US North)

+1(469)4450100,,1483130207# (US South)

+1(470)8692200,,1483130207# (US East)

This is the call-in number followed by the meeting ID. Your iPhone will dial both numbers for you.

You will be instructed to **enter your participant ID followed by #**

If you do not have a participant ID or do not know it, you can stay on the line and you will automatically join the meeting

### **Option 4: Calling in via Telephone/Landline:**

Dial a following number based off of your location:

**+1(623)4049000 (US West)**

+1(720)9027700 (US Central)

+1(773)2319226 (US North)

+1(469)4450100 (US South)

+1(470)8692200 (US East)

You will be instructed to enter the meeting ID: **148 313 0207 followed by #**

You will be instructed to enter your **participant ID followed by #**.

If you do not have a participant ID or do not know it, you can stay on the line and you will automatically join the meeting



**PENINSULA CLEAN ENERGY  
Board Correspondence**

**DATE:** February 6, 2020  
**EXECUTIVE COMMITTEE MEETING DATE:** February 10, 2020  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** None

**TO:** Honorable Peninsula Clean Energy Authority Executive Committee  
**FROM:** Jan Pepper, Chief Executive Officer, Peninsula Clean Energy  
**SUBJECT:** Inclusion of New Communities from the Central Valley in the Peninsula Clean Energy Joint Powers Authority (JPA) Agreement (Discussion)

**RECOMMENDATION:**

Receive update on adding new jurisdictions within the Peninsula Clean Energy's JPA.

**BACKGROUND:**

Peninsula Clean Energy's Strategic Goal #10 states that PCE shall: "Assist in setting up CCAs in other areas of the state, including where PCE has utility scale generation." The 200 Megawatt Wright Solar Project is located in Los Banos, in Merced County. During the last year, as a means of executing on this goal, some Peninsula Clean Energy staff and board members have met with multiple jurisdictions in Merced County to educate them about community choice energy programs. In September of 2019, Peninsula Clean Energy staff and board members made a presentation at the Los Banos City Council meeting. At that meeting, council members directed Los Banos city staff to further investigate community choice energy programs and come back to the council with a report. Los Banos city staff recently contacted PCE staff indicating interest in possibly joining Peninsula Clean Energy and asked that we present at their March city council meeting. They are especially interested in PCE as they would like to receive the output of the Wright Solar Project for their residents and businesses and joining PCE would allow them to do that. We believe there are synergies with having Los Banos join PCE, as outlined below.

As a mission-driven public agency, Peninsula Clean Energy provides cleaner and greener electricity to its customers at lower rates than PG&E previously did. Providing this benefit to Los Banos, and possibly other jurisdictions in Merced County, will allow

their residents and businesses to reduce their energy costs while reducing GHG emissions. There are likely to be complementary synergies between the load profile of a central valley community like Los Banos and the mild-climate of San Mateo County. Additionally by including new communities within its service area, PCE can more generally advance sustainable development, environmental justice, and energy democracy throughout California. Having additional communities in the Central Valley with community choice energy programs will also increase the overall effectiveness of community choice in regulatory and legislative settings.

Provided that the Peninsula Clean Energy Board is favorable toward the possible addition of a city like Los Banos, further examination of the JPA Agreement is needed to determine how, or if, a jurisdiction outside of San Mateo County could become a member of Peninsula Clean Energy, and what, if any, amendments are required to the JPA Agreement. Governance issues would need to be explored as well as the weighted voting provisions.

A cursory examination notes the following:

*Section 2.4.14* of PCE's Joint Powers Authority (JPA) Agreement allows additional Parties to enter into the JPA agreement.

*Section 3.1* describes the Board of Directors and that each signatory to the agreement can appoint a Director.

*Section 4.1.1* describes how each party must adopt an ordinance to be eligible to participate in the CCA program.

#### Timing of new enrollments

In February of 2018, the CPUC passed [Resolution E-4907](#), which delays the timeline by which California cities and counties may begin service with Community Choice Aggregation (CCA) agencies, like PCE. In effect, cities and counties must wait a full calendar year between the time they form or join a CCA and when electricity customers within their borders may be enrolled in the CCA's service. As a result, if a jurisdiction requests to begin service with PCE by 2022, they must complete the process of joining PCE's JPA by the end of 2020. A timeline is shown in the table below.

<b>Date</b>	<b>Event</b>
<b>March 2020</b>	City completes PG&E load data request forms/non-disclosure agreements.
<b>May 2020</b>	Load data received from PG&E
<b>May – June 2020</b>	City/PCE completes technical/feasibility analysis.
<b>June - July 2020</b>	City passes Resolution, Ordinance to join PCE.
<b>Aug 2020</b>	Earliest opportunities for PCE Board of Directors to consider quantitative analysis, inclusion request(s), and updates to JPA agreement.
<b>Nov 2020</b>	Latest opportunity for PCE Board of Directors to consider technical analysis, inclusion request(s), and updates to JPA agreement as needed. Pending affirmative Board vote, staff updates Joint Powers Agreement and files updated Implementation Plan with CPUC.
<b>2021</b>	New community entitled to Board seat; community outreach within new jurisdictions begins.
<b>2022</b>	Enrollment begins in new jurisdiction(s).

### **FISCAL IMPACT**

It is recommended that Peninsula Clean Energy provide funding for the technical / feasibility study for Los Banos, with Los Banos contributing \$5,000 toward the study. PCE staff expects this to amount to approximately \$25 to \$30K for PCE.



March 2, 2020

TO: Members of PCE's Citizens Advisory Committee, Jan Pepper and Kirsten Andrews-Schwind

FROM: Michael Closson

Subject: Maximizing the use of the Citizens Advisory Committee

Peninsula Clean Energy's Citizens Advisory Committee has been in operation for nearly three years and this is a good time to assess its progress and ways to make it more effective.

For background, here is the stated mission of the CAC:

- Act as a liaison to the community
- Provide input on both specific PCE board agenda items as well as on PCE's general policy and operational objectives
- Engage in outreach to the community, including encouraging ratepayers to opt-up to ECO100 and implement other carbon-reducing practices
- Assist with legislative advocacy
- Provide a forum for community discussions on a wide variety of strategies to reduce carbon emissions

In recent months, there have been frustrations expressed by some of PCE's staff and board members about the committee's functioning. In addition, some CAC members have expressed frustrations of their own.

Staff and board perspectives appear to include:

- The CAC has been a modest success but has added little value to PCE's operations.
- Too much staff time and energy are required to support the CAC.
- The CAC should primarily function as a liaison group and play a very limited advisory role.
- CAC members need to volunteer more at community events on behalf of PCE.
- CAC members have little of substance to offer PCE programmatically and not a valuable resource to be tapped

Regarding the members of the CAC, it should be stressed that not all of them have expressed frustration with the committee or their work on it. The principle concerns of those committee members who have them seem to be:

- Monthly CAC meetings are largely taken up with staff reports to the committee and relatively little time is devoted to substantive discussion of important issues.
- PCE staff are undertaking a number of important and interesting projects that some CAC members would like to assist but this has rarely been effectively accomplished thus far.
- The committee's advisory role has been under-utilized and the staff has excluded it from discussing and providing advice on some very important "policy and operational issues" facing PCE. Examples of such issues are:
  - Resilience plan – a cursory overview of this plan was given to the CAC with little time for discussion. The fully formed plan went straight to the Executive Committee & Board for approval, without allowing the CAC to view it and provide feedback prior to the board action.
  - Building electrification – same as above.
  - Taking nuclear power from PG&E – a very general overview of this issue was provided to the CAC without discussion and lacking important details. Staff later consulted with CAC members individually, saving the substantive discussion at the CAC until after the board voted on the item.
  - Expansion into Merced County – this critical item which could significantly affect PCE's operations has not been slated for discussion at the CAC.

Suggestions for CAC improvement:

- An annual CAC workplan should be developed by committee members in close consultation with senior PCE staff members.
- The workplan should include potential activities in each of the committee's five areas of focus.
- PCE's board and staff should commit to making the CAC a real advisory committee and bring to it in a timely manner important PCE policy and operational matters.

- For example, any community or climate program receiving a significant funding allocation should go to CAC or a CAC subcommittee for review and collaboration with staff.
- Move to a “focus of the month” approach in CAC meetings — discussing and advising on one important issue or program for most of each meeting.
- PCE staff members identify important projects for (very interested) CAC members to assist with. Then both parties work out a project plan and pursue it to completion.
- An ad hoc sub-committee of CAC members should be formed to identify ways to improve the CAC’s operations (such as those suggested above) and present these ideas to the full committee, the staff and the board for discussion and ultimately implementation.



**REGULAR MEETING of the Citizens Advisory Committee  
of the Peninsula Clean Energy Authority (PCEA)  
Thursday, February 13, 2020  
MINUTES**

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

**CALL TO ORDER**

Meeting was called to order at 6:34 pm.

**ROLL CALL**

- Present:** Desiree Thayer, Burlingame, *Chair*  
Gladwyn D'Souza, Belmont, *Vice Chair*  
Diane Bailey, Belmont  
Steven Booker, Half Moon Bay  
Allen Brown, Unincorporated San Mateo County  
Morgan Chaknova, Redwood City  
Michael Closson, Menlo Park  
Janet Creech, Millbrae  
Joe Fullerton, Half Moon Bay  
Scott Harmon, Portola Valley  
Ray Larios, Burlingame  
Janelle London, Menlo Park  
Jason Mendelson, Redwood City
- Absent:** Walter Melville, San Bruno  
James Ruigomez, San Bruno
- Staff:** Kirsten Andrews-Schwind, Senior Manager of Community Relations  
Shayna Barnes, Administrative Assistant  
Anne Bartoletti, Board Clerk/Office Manager/Executive Assistant to the CEO  
Siobhan Doherty, Director of Power Resources  
Jan Pepper, CEO  
Alejandra Posada, Energy Programs Specialist  
David Silberman, General Counsel
- Board Members:** Jeff Aalfs, Board Chair

**A quorum was established.**

**PUBLIC COMMENT**

None.

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

Motion Made / Seconded: D'Souza/Creech

**Motion passed 11-0 (Absent: Closson, Melville, Mendelson, Ruigomez)**

## **REGULAR AGENDA**

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

Desiree Thayer, *Chair*, said that San Mateo County passed reach codes this week.

### **2. Peninsula Clean Energy Policy regarding potential PG&E allocation of GHG free (Large Hydro and Nuclear) resources to CCAs (Community Choice Aggregators) (Discussion)**

Jan Pepper, *CEO*, described the reasons behind the potential PG&E allocation of GHG free resources to CCAs, the discussion and vote on the topic at the Board of Directors meeting on January 23<sup>rd</sup>, 2020, and potential advantages and disadvantages of accepting the allocation that had been identified. Jan solicited input from Committee members on accepting the potential allocation.

Committee members discussed challenges associated with accepting both Large Hydro and Nuclear resources from PG&E, including marketing, communication, and ethical issues. Committee members discussed whether any savings that occur due to accepting the allocation should be put into a special project fund for future programs.

### **3. Board Strategic Planning Meeting Recap by CAC Members (Discussion)**

Michael Closson, Diane Bailey, and Janet Creech provided a recap of the Board Strategic Planning Meeting on January 11<sup>th</sup>, 2020. While pleased with the overarching discussion and goals of the meeting, they provided feedback on how discussions might be improved by providing additional background information to participants in advance.

### **4. Discuss CAC 2020 Priorities and Work Planning Process (Discussion)**

Desiree Thayer announced the work planning process that the Committee will undertake at their March meeting. Desiree invited Committee members to think about what they would like to include in the work plan, and which Peninsula Clean Energy staff members they would like to have at the meeting.

Committee members discussed which staff members they would like to have present at the meeting, possible ways to approach the work planning process, and topics of interest.

## **5. Update on Pilot Programs (Discussion)**

Alejandra Posada, *Energy Programs Specialist*, gave a presentation on the status of Peninsula Clean Energy's community pilot projects. Committee members provided feedback on the projects, commented on interesting findings, and suggested ways to scale and improve the programs.

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

Kirsten Andrews-Schwind, *Senior Manager of Community Relations*, provided an update on Peninsula Clean Energy's legislative and regulatory efforts. She noted that as of February 13<sup>th</sup>, 2020, Peninsula Clean Energy's legislative and regulatory team is tracking 22 bills in the California State Legislature. Kirsten highlighted a few bills like AB 56 (Garcia), SB 350 (Hertzberg), and SB 378 (Wiener) and how they could affect Peninsula Clean Energy.

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

Kirsten Andrews-Schwind reminded Committee members that their support would be greatly appreciated during the busy outreach season in April and May. She announced that Peninsula Clean Energy's annual volunteer training will occur on March 18<sup>th</sup> from 6-9pm and asked Committee members to invite their contacts that may be interested in volunteering to attend.

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

Desiree Thayer and Diane Bailey provided an update on the status of reach codes within San Mateo County.

## **9. Upcoming Topics for Discussion**

Kirsten Andrews Schwind described the agenda for the upcoming Board of Directors Meeting on February 27<sup>th</sup>, 2020. Michael Closson suggested a discussion on considering the inclusion of Los Banos and Merced County in the Peninsula Clean Energy JPA Agreement prior to the item being brought to the JPA Board for decision.

## **10. Committee Members' Reports**

None.

## **ADJOURNMENT**

Meeting was adjourned at 9:08 pm.