



**REGULAR MEETING of the Citizens Advisory Committee
of the Peninsula Clean Energy Authority (PCEA)
Thursday, April 9, 2020
MINUTES**

Video conference and teleconference
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
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:** Morgan Chaknova, Redwood City
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
Karen Janowski, Director of Marketing and Community Affairs
Phillip Kobernick, Programs Manager
Rafael Reyes, Director of Energy Programs
Jan Pepper, CEO
Alejandra Posada, Energy Programs Specialist
Jennifer Stalzer Kraske, Deputy County Counsel
- Board
Members:** Jeff Aalfs, Board Chair

A quorum was established.

PUBLIC COMMENT

None.

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA

Michael Closson requested to amend the minutes for Item 3 “Board Strategic Planning Meeting Recap by CAC Members” for the February 13, 2020 meeting. Michael reported that, in addition to providing feedback on how discussions might be improved, he also suggested involving staff members in the discussion more systematically.

Motion Made as amended / Seconded: Fullerton / Booker

Motion passed 12-0 (Absent: Chaknova, Melville, Ruigomez)

REGULAR AGENDA

1. Chair Report (Discussion)

Desiree Thayer, *Chair*, reported that the Board approved an on-bill credit of \$100 to California Alternate Rates for Energy (CARE) and Family Electric Rate Assistance (FERA) customers.

2. Review Strategic Plan (Discussion)

Jan Pepper, *CEO*, reviewed the methodology used to develop Peninsula Clean Energy’s Strategic Plan, and the contents of the Plan. Jan outlined the Mission and Vision statements preferred by the Board, the Organizational Priorities, and Strategic Goals. Within each Strategic Goal, Jan also outlined the Objectives to meet the Goals, and the Key Tactics to meet the Objectives.

Jan reported that next steps include obtaining Board approval in April 2020, beginning implementation and work plans in May 2020, with annual updates to the Board from 2021-2025, and reviewing and updating the plan for the next five years in 2024.

PUBLIC COMMENT:

Tim, Member of the Public

3. Community Programs Update (Discussion)

Rafael Reyes, *Director of Energy Programs*, presented a detailed outline of the current and forthcoming programs in transportation electrification, building electrification, and Distributed Generation renewables and storage. Rafael reported on the potential impacts to programs from the COVID19 pandemic and possible recession.

Rafael reviewed San Mateo County emissions from transportation sources and buildings, and outlined objectives to address those emissions. Rafael also outlined opportunities for the CAC to provide input and support.

4. Update on Inclusion of New Communities from the Central Valley in the Peninsula Clean Energy Joint Powers Authority (JPA) Agreement (Discussion)

Kirsten Andrews-Schwind, *Senior Manager of Community Relations*, reviewed a memo from the February 10, 2020 Executive Committee meeting that described Peninsula Clean Energy (PCE) meetings with local officials in Merced County, and that Los Banos expressed interest in CCAs (Community Choice Aggregator) with specific interest in joining PCE because the Wright Solar Project is located in Los Banos. Kirsten also reviewed the current timeline of new CCA enrollments, and the fiscal impact to PCE to fund a feasibility study.

Michael Closson reported that a couple months ago he wrote a memo to Jan (*dated 2/25/2020, Subject: Inclusion of Central Valley communities in PCE*) outlining several reservations, but his main concern being that this might deflect PCE from concentrating on cities in San Mateo County.

Committee members discussed the pros and cons of including new communities:

- The addition of new communities should not detract from PCE's programs.
- PCE expansion is not a priority, but having more CCAs increases leverage.
- If Merced creates its own CCE (Community Choice Energy), Los Banos should be allowed to transition back.
- Extending PCE services to the Central Valley and low-income communities is important.
- Incorporating Los Banos helps the Corporate Citizenship aspect of affluent areas obtaining their energy generation in agricultural regions.
- Los Banos' motivation is saving money for their local residents, possibly at the expense of programs and carbon reduction.
- The formation of CCAs changes the political landscape and makes other officials more comfortable with the concept.
- It would be good if Los Banos joined, and other cities joined, to spur Merced County to create their own.
- PCE should continue to support Central Valley cities to create their own CCEs.

5. CAC 2020 Priority Setting and Work Planning (Action)

Desiree Thayer introduced a Work Plan template outlining CAC objectives and priorities as a framework to determine if this is the direction CAC members want to go, and brainstorm on the direction of the CAC, areas of interest, topics, and plug those into the template.

Michael Closson reported that he submitted a memo (*dated 3/2/2020, Subject: Maximizing the use of the Citizens Advisor Committee*) and would like to discuss how to make the CAC more effective. CAC members discussed how the CAC can play a more substantive advisory role and work with staff as a resource in guiding projects.

Jeff Aalfs, *Board Chair*, reported that the CAC objectives were formed by the Board four years ago and could be revisited. He asked are they the right objectives or is the question meeting them more effectively?

Motion to create a Work Planning Working Group.

Motion Made as amended / Seconded: Closson / Bailey

Motion passed 12-0 (Absent: Chaknova, Melville, Ruigomez)

Members to serve on this Working Group:

- Allen, Janet, Jason, Michael to be the lead, Scott

6. Work Group Reports (Discussion)

None.

7. Upcoming Topics for Discussion (Discussion)

Anne Bartoletti, *Board Clerk*, reviewed items on the draft Board agenda for the April 23, 2020, Board meeting. Jennifer Stalzer Kraske, *Deputy County Counsel*, outlined the Brown Act guidelines that apply to teleconferencing and that a special dispensation has been granted due to the COVID19 shutdown.

8. Committee Members' Reports

None.

ADJOURNMENT

Meeting was adjourned at 8:54 pm.