



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

Video conference and teleconference  
6:30 p.m.

**CALL TO ORDER**

Meeting was called to order at 6:33 pm.

**ROLL CALL**

- Present:** Desiree Thayer, Burlingame, *Chair*  
Diane Bailey, Belmont  
Steven Booker, Half Moon Bay  
Allen Brown, Unincorporated San Mateo County  
Tim Bussiek, Belmont  
Michael Closson, Menlo Park  
Janet Creech, Millbrae  
Joe Fullerton, Half Moon Bay  
Kathryn Green, San Mateo  
Ray Larios, Burlingame  
Janelle London, Menlo Park  
Jason Mendelson, Redwood City
- Absent:** Morgan Chaknova, Redwood City  
Terri Givens, Unincorporated Menlo Park
- Staff:** Kirsten Andrews-Schwind, Senior Manager of Community Relations  
KJ Janowski, Director of Marketing and Community Affairs  
Siobhan Doherty, Director of Power Resources  
Alejandra Posada, Energy Programs Specialist  
Shayna Barnes, Administrative Assistant  
Anne Bartoletti, Board Clerk/Office Manager/Executive Assistant to the CEO  
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**

Motion Made / Seconded: Creech / Mendelson

**Motion passed 12-0 (Absent: Chaknova, Givens)**

## **REGULAR AGENDA**

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

Desiree Thayer, *Chair*, thanked Committee members for submitting their bios which were included in the agenda packet. She reported that Sustainable San Mateo County's annual awards event will be held as a virtual meeting the evening of Friday, July 10, 2020, and they will present Reach Code Awards.

### **2. Approve a Resolution Recognizing and Thanking Former CAC Members (Action)**

Desiree Thayer introduced a resolution recognizing and thanking outgoing CAC (Citizens Advisory Committee) members, Gladwyn D'Souza, Scott Harmon, and James Ruigomez. Kirsten Andrews-Schwind, *Senior Manager of Community Relations*, reported that Walter Melville has resigned from the Committee. An amendment to the resolution was suggested and accepted to include Walter Melville in the Resolution.

Motion Made / Seconded: Mendelson / Larios

**Motion passed 11-0 (Absent: Chaknova, Givens Abstain: Fullerton)**

### **3. Power Resources Update (Discussion)**

Siobhan Doherty, *Director of Power Resources*, presented an overview of the Integrated Resource Plan (IRP), Renewable + Storage RFO (Request for Offers), Sunrun DER (Distributed Energy Resource) RA (Resource Adequacy) Contract, and DER Engineering Services RFP (Request For Proposals).

### **4. Community Grants Update (Discussion)**

Alejandra Posada, *Energy Programs Specialist*, presented the history and current status of community grants, reviewing the 2018 Community Pilots, the plans for 2020, and she asked the Committee for their feedback. Committee members shared several suggestions, including aligning grants with PCE's strategic goals, and including a focus on education, equity, and impact.

## 5. Work Group Reports (Discussion)

Desiree Thayer reported that the Reach Codes work group will meet next week, and that Burlingame passed their reach codes. Committee members discussed a community survey on Reach Codes posted by Redwood City. Diane Bailey reported on the status of Reach Codes in other cities and all-electric base codes in the 2023 cycle. Joe Fullerton discussed Work Force training programs through the College of San Mateo and building trades.

## 6. CAC 2020 Priority Setting and Work Group Planning/Assignments (Action)

Desiree Thayer introduced the spreadsheet of “Potential CAC Working Groups” from the Peninsula Clean Energy Citizens Advisory Committee Work Plan document, and asked Committee members to identify their interest in each focus area. CAC members volunteered to serve on, and in some cases lead, the following Work Groups:

<b>Work Group Focus</b>	<b>Members (CAC Lead listed first, in Bold)</b>
Transportation	<b>Janelle</b> , Ray, Tim
Buildings	<b>Diane</b> , Janet, Jason, Ray, Steven
Education	<b>Janet</b> , Allen, Desiree, Joe, Katie, Steven
Work Force	<b>Joe</b> , Diane, Ray, Steven
Resiliency & DER	<b>Michael</b> , Allen, Jason, Joe
Legislative & Regulatory	<b>Desiree</b> , Jason, Katie, Ray, Steven
PCE Strategic Priorities	<b>Tim</b> , Desiree, Janet, Michael
General Marketing / Outreach	<b>Desiree</b> , Tim
Equity	<b>Ray</b> , Diane, Jason, Katie
Grants Evaluation Group	<b>Ray</b> , Jason

Committee members agreed that two members not present, Morgan and Terri, will be able to join Work Groups. Jason Mendelson moved to make the “Peninsula Clean Energy Citizens Advisory Committee Work Plan” document an official document for onboarding new members, and to share it with the Board.

Motion Made / Seconded: Mendelson / Bailey

**Motion passed unanimously 11-0 (Absent: Chaknova, Fullerton, Givens)**

## 7. Nominations for Chair and Vice-Chair (Action)

Kirsten Andrews Schwind reported that the Chair and Vice Chair have one-year terms, Desiree’s term ends next month, and that the Vice Chair position is vacant. Michael Closson and Desiree Thayer reported on the Chair’s responsibilities.

Janet Creech nominated Desiree Thayer to serve a second term as Chair.

Tim Bussiek nominated Desiree Thayer and Michael Closson for either Chair or Vice Chair.

Michael Closson declined the nomination for either position.

Diane Bailey nominated Morgan Chaknova for Vice Chair.

Desiree announced other members may nominate themselves or another member, and the vote will take place next month.

## **8. Upcoming Topics for Discussion (Discussion)**

Kirsten Andrews-Schwind reviewed draft topics for the July 23, 2020 Board agenda, and CAC members discussed future topics for CAC meetings, including Community Public Forums, a Legislative and Regulatory update, and an update on Education Programs.

## **9. Committee Members' Reports**

Diane Bailey reported that Peninsula Clean Energy is not represented on the San Mateo County Communitywide COVID-19 Long-Term Strategic Plan committee. Kirsten Andrews-Schwind reported that several Peninsula Clean Energy Board members serve on the committee:

[https://storage.googleapis.com/proudcity/colmaca/uploads/2020/06/San\\_Mateo\\_Co\\_COVID-19\\_Strategic\\_Plan\\_JUNE2020.pdf](https://storage.googleapis.com/proudcity/colmaca/uploads/2020/06/San_Mateo_Co_COVID-19_Strategic_Plan_JUNE2020.pdf)

Kirsten also reported that a new marketing effort is about to launch to prepare for PSPS (Public Safety Power Shutoff) events and reach out to medically vulnerable customers.

## **ADJOURNMENT**

Meeting was adjourned at 8:39 pm.