



**Regular Meeting of the Citizens Advisory Committee of the  
Peninsula Clean Energy Authority (PCEA)**

**Thursday, September 9, 2021**

**6:30pm**

**Zoom Link:**

<https://pencleanenergy.zoom.us/j/85090322902?pwd=QlpISGZJYlZuZXNPTm53dTBndHIQZz09>

**Meeting ID: 850-9032-2902 Passcode: e7aDvqRK Phone: +1 (646-558-8656)**

**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 to participate in this meeting, or who have a disability and wish to request an alternative format for the meeting materials should contact Nelly Wogberg, Board Clerk, at least 2 working days before the meeting at [nwogberg@peninsulacleanenergy.com](mailto:nwogberg@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 in the Zoom platform or press \*6 if you phoned into the meeting. If you have anything that you wish to be distributed to the Committee and included in the official record, please send to [nwogberg@peninsulacleanenergy.com](mailto:nwogberg@peninsulacleanenergy.com).*

**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 not otherwise on this meeting agenda. Public comments on matters listed on the agenda shall be heard at the time the matter is called. Members of the public who wish to address the Committee are customarily limited to two minutes per speaker. The Committee Chair may increase or decrease the time allotted to each speaker.*

**ACTION TO SET AGENDA and to APPROVE CONSENT AGENDA ITEMS**

1. Approval of the Minutes for the August 12, 2021 Meeting (Action)

**REGULAR AGENDA**

2. Chair Report (Discussion) (est. 5 minutes)
3. Approving Resolution Thanking Desiree Thayer for her Services as CAC Chair (Action)  
(est. 5 minutes)
4. Update on Peninsula Clean Energy goal of 100% renewable energy on a 24/7 basis by  
2025 (Discussion) (est. 20 min)

5. Consideration of recommendation to the Board of Directors of amending Peninsula Clean Energy goal to Contribute to San Mateo County reaching the state's goal to be 100% greenhouse gas-free by 2045 (Action) (est. 30 minutes)
6. Marketing Report (Discussion) (est. 5 minutes)
7. Working Group Reports (Discussion) (est. 10 minutes)
8. Upcoming Topics for Discussion (Discussion) (est. 5 minutes)
9. Committee Members' Reports (Discussion) (est. 5 minutes)

## **ADJOURNMENT**

## Instructions for Joining a Zoom 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 2 below) rather than your computer audio

### Options for Joining

- A. Videoconference with Computer Audio – see Option 1 below
- B. Videoconference with Phone Call Audio– see Option 2 below
- C. Calling in via Telephone/Landline – see Option 3 below

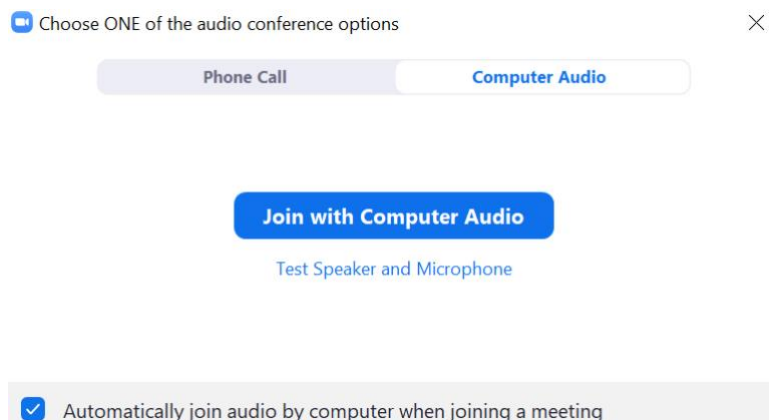
### Videoconference Options:

Prior to the meeting, we recommend that you install the Zoom Meetings application on your computer by clicking here <https://zoom.us/download>.

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

### **Option 1** Videoconference with Computer Audio:

1. From your computer, click on the following link that is also included in the Meeting Calendar Invitation:  
<https://pencleanenergy.zoom.us/j/85090322902?pwd=QlpISGZJYlZuZXNPTm53dTBndHIQZz09>
2. The Zoom application will open on its own or you will be instructed to open Zoom.
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.

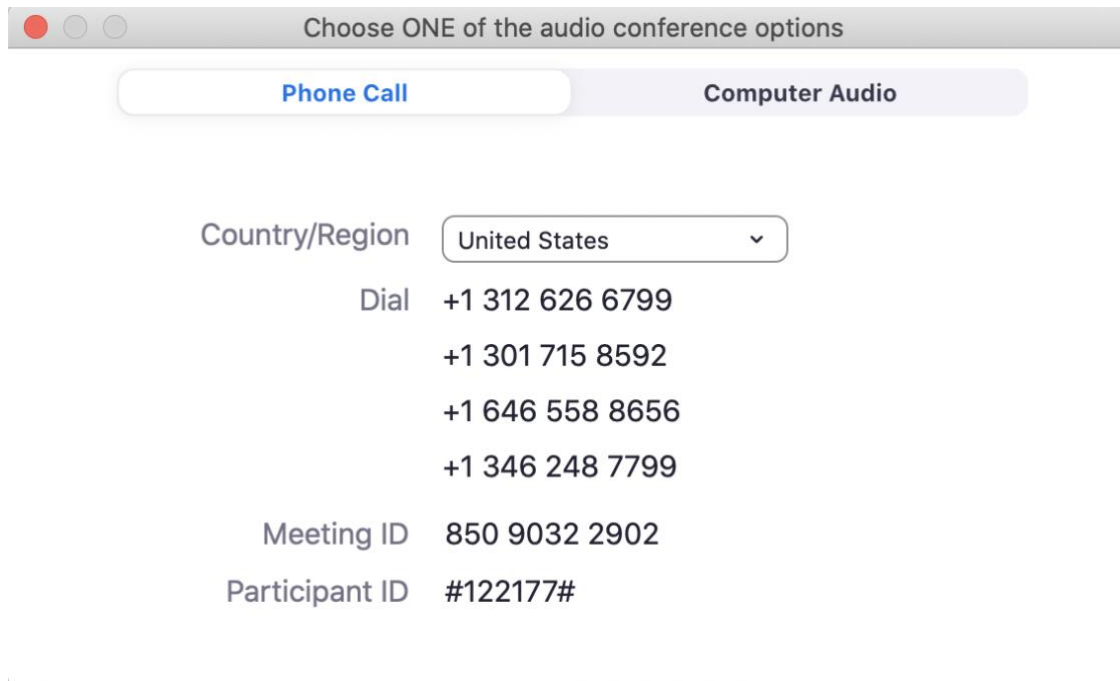


4. Click the blue, “Join with Computer Audio” button

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.

### **Option 2 Videoconference with Phone Call Audio:**

1. From your computer, click on the following link that is also included in the Meeting Calendar Invitation:  
<https://pencleanenergy.zoom.us/j/85090322902?pwd=QlpISGZJYlZuZXNPTm53dTBndHIQZz09>
2. The Zoom Application will open on its own or you will be instructed to Open Zoom.
3. After the application opens, the pop-up screen below will appear asking you to choose ONE of the audioconference options. Click on the Phone Call option at the top of the pop-up screen.



1. Please dial +1 (646) 558-8656
2. You will be instructed to enter the meeting ID: **850-9032-2902 followed by #**
3. You will be instructed to enter in your participant ID. Your participant ID is unique to you and is what connects your phone number to your Zoom account.
4. After a few seconds, your phone audio should be connected to the Zoom application on your computer.
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 via Telephone/Landline:**

Dial +1 (646) 558-8656

You will be instructed to enter the meeting ID: **850-9032-2902 followed by #**

You will be instructed to enter the meeting passcode **e7aDvqRK followed by #**

**REGULAR MEETING of the Citizens Advisory Committee  
of the Peninsula Clean Energy Authority (PCEA)  
Thursday, August 12, 2021  
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*  
Ray Larios, Burlingame, *Vice Chair*  
Daniel Baerwaldt, Los Banos  
Diane Bailey, Belmont  
Steven Booker, Half Moon Bay  
Tim Bussiek, Belmont  
Morgan Chaknova, Redwood City  
Michael Closson, Menlo Park  
Janet Creech, Millbrae  
Kathryn Green, San Mateo  
Jason Mendelson, Redwood City  
Cheryl Schaff, Menlo Park

**Absent:** Alexander Melendrez, San Bruno

**Staff:** Jan Pepper, Chief Executive Officer  
KJ Janowski, Director of Marketing and Community Relations  
Kirsten Andrews-Schwind, Senior Manager of Community Relations  
David Silberman, General Counsel  
Shayna Barnes, Operations Specialist  
Marc Hershman, Director of Government Affairs  
Rafael Reyes, Director of Energy Programs  
Alejandra Posada, Associate Program Manager

**Board**

**Members:** Jeff Aalfs, Board Member

**A quorum was established.**

**PUBLIC COMMENT**

Joe Fullerton

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

Motion Made / Seconded Mendelson /Closson

**Motion passed 14-0 (Absent: Melendrez)**

### **REGULAR AGENDA**

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

Desiree Thayer, *Chair*, thanked Leslie Brown, *Director of Account Services*, for the TOU (time of use) transition presentation that she gave to the CEC (Citizens Environmental Council) of Burlingame.

#### **2. Review and Discuss Board Retreat Agenda**

Jan Pepper, *CEO*, reviewed the Board Retreat Agenda for the Board Retreat on Saturday, September 25, 2021. Committee members asked to agendaize an action item for next month's CAC meeting on amending the Peninsula Clean Energy goal to contribute to San Mateo County reaching the state's goal to be 100% greenhouse gas-free by 2045.

#### **3. Harvest Thermal Pilot Update by Staff**

Rafael Reyes, *Director of Energy Programs*, provided an update on the Harvest Thermal Pilot. Rafael gave an overview of the pilot project with Harvest Thermal, including an explanation of the type of technology being utilized and the objectives of the pilot. Rafael described the pilot process, including technology development, home recruitment, installation, and monitoring and assessment. He also gave an overview of the project timeline and home selection criteria. Rafael asked for a volunteer for the Technical Advisory Committee.

#### **4. Marketing Report**

Kirsten Andrews-Schwind gave a marketing update that covered staffing updates and the used electric vehicle rebate program.

#### **5. Recommend Approval to the Board of Building Electrification On-Bill Finance Program**

Rafael Reyes, *Director of Energy Programs*, gave a presentation on the upcoming On-Bill Finance program. Rafael provided new information to Committee members regarding methane leakage to buildings being worse than what was thought previously, making building electrification even more important to reduce greenhouse gas emissions. Committee members made the following motion and recommendation to the Board of Directors:

*\* CAC wholeheartedly endorses the on-bill finance proposal by PCE staff. And CAC would commend its adoption.*

*\* CAC would endorse even going further with the program, by increasing the size of the loans, the volume, and, in the alternative, adapting to increase the program as demand instigates/informs.*

*\* Recommend the Board consider adding Tariff On Bill Financing to the program when and if California law allows it*

*\* Methane work – recommend that the PCE Board recommend the County and municipalities use these new Methane estimates in planning and policy.*

*\* Recommend that the marketing plan be integrated to cover these pieces (with the bill, social networking, outreach to contractors, and direct to elected officials/councils)*

*\* Ensure that the revolving fund prioritizes programs, partners and practices that bolster equity initiatives and workforce development efforts*

*Review in 6-12 months the following three proposed suggestions:*

- 1. Consideration of income for qualification of the program*
- 2. Include batteries in addition to electrification measures for on-bill financing*
- 3. Consider extending beyond the BayREN requirement*

Motion Made / Seconded: Booker/Bailey

**Motion passed 13-0 (Absent: Bussiek, Melendrez)**

## **6. Election of Chair and Vice Chair**

Committee member Ray Larios was nominated for Chair and Morgan Chaknova for Vice Chair. The motion passed unanimously.

Motion Made / Seconded: Booker/Fullerton

**Motion passed 13-0 (Absent: Bussiek, Melendrez)**

## **7. Working Group Reports**

Jason Mendelson gave an update from the *Review DER (Distributed Energy Resources) program grading and evaluation criteria working group*. Jason also reported that the *support building electrification working group* met to discuss reach codes 2.0 and the on bill financing program. Diane Bailey gave an update from the *assist with design and launch of income-qualified home upgrade program working group*. Desiree Thayer reported that the *support site identification for Community Solar DER installations working group* met with City of South San Francisco staff to discuss community solar installations. Cheryl Schaff reported that she contacted staff member Phillip Kobernick to start work for the *assess EV charging infrastructure permitting processes working group*.



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

Committee members and staff listed items that they would like to see on upcoming Citizens Advisory Committee agendas. Items included listing an action item on September's agenda regarding the Peninsula Clean Energy goal to contribute to San Mateo County reaching the state's goal to be 100% greenhouse gas-free by 2045. Other desired upcoming agenda items include a review of the DER (Distributed Energy Resources) Program Strategy and a DEAI (Diversity, Equity, Accessibility, and Inclusion) Project update in October.

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

Steven Booker reminded committee members that this year is the 20<sup>th</sup> anniversary of 9/11. Steven reported that he signed up for a team for the national first responders stair climb and asked for support at the following link:  
[http://give.nfrf.org/goto/Team\\_Booker](http://give.nfrf.org/goto/Team_Booker)

## **ADJOURNMENT**

Meeting was adjourned at 9:00 pm.