



**REGULAR MEETING of the Citizens Advisory Committee of the
Peninsula Clean Energy Authority (PCEA)
Thursday, July 8, 2021
6:30 p.m.**

**PLEASE NOTE: for Video conference: <https://pencleanenergy.zoom.us/j/94415922602>
for Audio conference: dial +1(669) 900-9128,
then enter the Meeting ID: 944 1592 2602 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 Shayna Barnes, Operations Specialist at least 2 working days before the meeting at sbarnes@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 sbarnes@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.

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 consent and regular agenda, and for approval of the items listed on the consent agenda. All items on the consent agenda are approved by one action.

REGULAR AGENDA

1. Chair Report (Discussion) (est. 5 minutes)
2. Budget Overview (Discussion) (est. 20 minutes)
3. Time of Use Rate Transition (Discussion) (est. 20 minutes)
4. On-Bill Finance (Discussion) (est. 30 minutes)
5. Working Group Reports (Discussion) (est. 5 minutes)
6. Nominations for Chair and Vice Chair (Discussion) (est. 5 minutes)
7. Upcoming Topics for Discussion (Discussion) (est. 5 minutes)
8. Committee Members' Reports (Discussion) (est. 5 minutes)

CONSENT AGENDA

9. Approval of the Minutes for the June 10, 2021 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 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 1 below) rather than your computer audio

Options for Joining

- A. Videoconference with Phone Call Audio– 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 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 Phone Call Audio:

1. From your computer, click on the following link that is also included in the PCE Citizens Advisory Committee Meeting Calendar Invitation : <https://pencleanenergy.zoom.us/j/94415922602>
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 Phone Call option at the top of the pop-up screen.

Choose ONE of the audio conference options

Phone Call Computer Audio

Country/Region The United States

Dial +1 301 715 8592
+1 646 558 8656
+1 312 626 6799
+1 346 248 7799

Meeting ID 944 1592 2602
Participant ID #495836#

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) :

+1 312 626 6799

+1 301 715 8592

+1 646 558 8656

+1 253 215 8782

+1 346 248 7799

+1 669 900 9128

5. You will be instructed to enter the meeting ID: **944 1592 2602 followed by #**

6. 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.

7. After a few seconds, your phone audio should be connected to the Zoom 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.

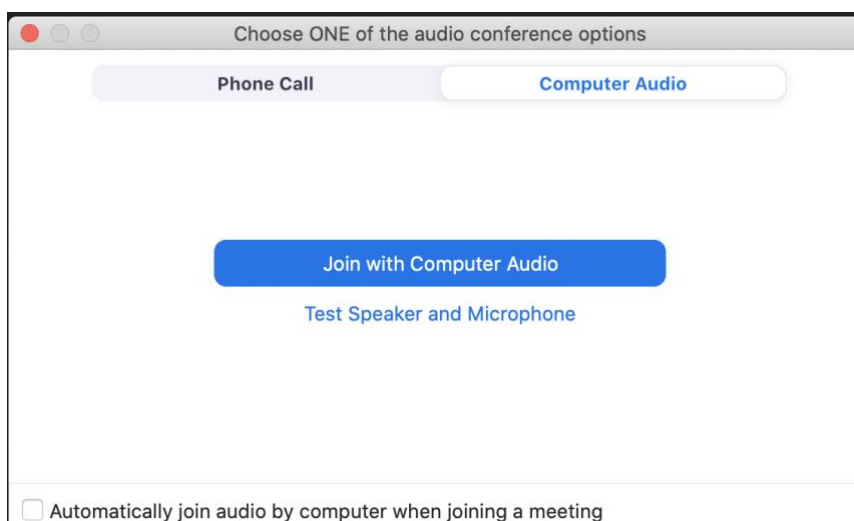
Option 2 Videoconference with Computer Audio:

1. From your computer, click on the following link that is also included in the PCE Citizens Advisory Committee Meeting Calendar Invitation :

<https://pencleanenergy.zoom.us/j/94415922602>

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.

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:

+16699009128,,94415922602# US (San Jose)

+12532158782,,94415922602# US (Tacoma)

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

+1 669 900 9128 US (San Jose)

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

You will be instructed to enter the meeting ID: **944 1592 2602 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 press # to stay on the line.

You will be instructed to enter the meeting passcode **843951** followed by pound

**REGULAR MEETING of the Citizens Advisory Committee
of the Peninsula Clean Energy Authority (PCEA)
Thursday, June 10, 2021
MINUTES**

Video conference and teleconference
6:30 p.m.

CALL TO ORDER

Meeting was called to order at 6:38 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
Joe Fullerton, Half Moon Bay
Terri Givens, Unincorporated Menlo Park
Alexander Melendrez, San Bruno
Jason Mendelson, Redwood City
Cheryl Schaff, Menlo Park

Absent: Kathryn Green, San Mateo

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
Jennika Uribe, Community Outreach Specialist
Kim Le, Senior Manager, Data and Technology
Siobhan Doherty, Director of Power Resources
Shraddha Mutyal, Program Manager

Board

Members: Jeff Aalfs, Board Member
Rick Bonilla, Board Member
Donna Colson, Board Member

A quorum was established.

PUBLIC COMMENT

Jeffrey Tong
Bill Nack

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA

Motion Made / Seconded: Closson/Creech

Motion passed 10-0 (Absent: Green, Abstain: Fullerton)

REGULAR AGENDA

1. Swearing-in of Newly Appointed Members

New members Cheryl Schaff and Daniel Baerwaldt were sworn in by David Silberman, *General Counsel*.

2. Chair Report (Discussion)

No Report.

3. Member Introductions (Discussion)

New members Daniel Baerwaldt and Cheryl Schaff described their relevant backgrounds and why they would like to serve on the Peninsula Clean Energy Citizens Advisory Committee. Kirsten Andrews-Schwind, *Senior Manager of Community Relations*, congratulated Joe Fullerton and Diane Bailey for being reappointed to the Committee. Remaining Citizens Advisory Committee members, staff, and Board members Rick Bonilla and Jeff Aalfs introduced themselves and described their relative backgrounds and what perspectives they bring to the Committee.

4. Brown Act Training

David Silberman, *General Counsel*, provided a training to new and existing committee members on the Ralph M. Brown Act. The presentation included how the Brown Act applies to the Citizens Advisory Committee, what constitutes a meeting under the act, agenda requirements, the public's rights, closed sessions, and consequences for violations.

5. Workforce Development Discussion (Discussion)

Steven Booker, Citizens Advisory Committee member and IBEW (International Brotherhood of Electrical Workers) 617 Political Director, introduced the topic and speakers of the workforce development panel.

Glenn Arvin, *San Mateo Joint Apprenticeship and Training Center (SMJATC) Director*, provided an overview of SMJATC training programs and invited committee members to learn more at www.smjato617.org.

Keefah Khalil, *IBEW National Apprentice of the Year*, described her experience as an apprentice for IBEW Local 617.

Clay Walton, *District Coordinator for Carpenters Training Committee for Northern California*, and Sam Muñoz from the Carpenters Union described local workforce development opportunities with the Carpenters Training Committee. Clay invited committee members to learn more at www.ctcnc.org.

Joe Fullerton, *San Mateo County Community College District Energy and Sustainability Manager*, provided an overview of other local workforce development opportunities through the San Mateo County Community College District.

Steven Booker and Desiree Thayer, *Chair*, led the Committee in a moment of silence for Landis Marttila, former Citizens Advisory Committee and business representative for IBEW (International Brotherhood of Electrical Workers) 1245, who recently passed away.

Jan Pepper, *CEO*, and Desiree Thayer thanked Rick Bonilla, Steven Booker, and Kirsten Andrews-Schwind for organizing the workforce development panel.

6. Work Group Reports (Discussion)

Alex Melendrez provided an update that the DER (Distributed Energy Resources) Site Identification Working Group, is in the early stages of research for identifying possible sites for community solar development in disadvantaged communities.

Jason Mendelson provided an update from the Building Electrification Working Group, including goals for outreach and advocacy for the 2022 building reach code cycle and an update on Peninsula Clean Energy's heat pump water heater rebate program.

7. Upcoming Topics for Discussion (Discussion)

Kirsten Andrews Schwind described upcoming Board agenda items including approval of the budget for the next fiscal year and approval of the (Electric Vehicle) managed charging pilot. Kirsten proposed two topics for upcoming CAC meetings: an update on on bill finance, and an update on the time of use transition.

Committee members suggested additional agenda topics for upcoming meetings including an update on Peninsula Clean Energy's financial status, a programs update, and selection of a new chair and co-chair.

8. Committee Members' Reports

Michael Closson and Kirsten Andrews-Schwind said a couple of words in honor of Landis Marttila and his contributions to Peninsula Clean Energy.

ADJOURNMENT

Meeting was adjourned in appreciation of Landis Marttila and his memory at 8:42 pm.