

**REGULAR MEETING of the Citizens Advisory Committee
of the Peninsula Clean Energy Authority (PCEA)
Thursday, May 13, 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*
Diane Bailey, Belmont
Tim Bussiek, Belmont
Michael Closson, Menlo Park
Janet Creech, Millbrae
Kathryn Green, San Mateo
Alexander Melendrez, San Bruno
Jason Mendelson, Redwood City
Steven Booker, Half Moon Bay
Janelle London, Menlo Park

Absent: Morgan Chaknova, Redwood City
Joe Fullerton, Half Moon Bay
Terri Givens, Unincorporated Menlo Park
Allen Brown, Unincorporated San Mateo County

Staff: KJ Janowski, Director of Marketing and Community Affairs
Kirsten Andrews-Schwind, Senior Manager of Community Relations
Marc Hershman, Director of Government Affairs
Doug Karpa, Senior Regulatory Analyst
Phillip Kobernick, Programs Manager
Jennifer Stalzer Kraske, Deputy County Counsel
Shayna Barnes, Operations Specialist

Board

Members: Donna Colson, Board Vice Chair
Jeff Aalfs, Board Member

A quorum was established.

PUBLIC COMMENT

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA

Motion Made / Seconded: Creech/Closson

Motion passed 10-0 (Absent: Brown, Chaknova, Fullerton, Givens, Melendrez)

REGULAR AGENDA

1. Chair Report (Discussion)

Desiree Thayer, *Chair*, and Kirsten Andrews-Schwind, *Senior Manager of Community Relations*, thanked outgoing committee members Janelle London and Allen Brown for their service. Board member Jeff Aalfs and committee members Jason Mendelson, Diane Bailey, Michael Closson, and Ray Larios thanked Janelle and Allen for their commitment, and contributions to the Citizens Advisory Committee.

2. Legislative Update (Discussion)

Kirsten Andrews-Schwind introduced Marc Hershman, *Director of Government Affairs*. Marc Hershman provided a legislative update to the committee. Marc described the process for the approval of the state budget for the next fiscal year and provided status updates on some key bills that Peninsula Clean Energy supports, including Senate Bill (SB) 612, SB 67, and SB 68. Marc provided his contact information to the committee and encouraged committee members to reach out to him and connect.

3. Equity Project Update (Discussion)

Shayna Barnes, *Operations Specialist*, and Kirsten Andrews-Schwind provided an update on the Diversity, Equity, Accessibility, and Inclusion (DEAI) project. Shayna described how Peninsula Clean Energy staff met with the Board subcommittee on Diversity, Equity, Accessibility and Inclusion on April 22nd, 2021 and discussed the scope of work, selection criteria, and timeline for the project. Kirsten Andrews-Schwind, Shayna Barnes, and Board member Donna Colson answered questions from committee members on how they can continue to be involved in the project.

4. E-bike Program Discussion (Discussion)

Phillip Kobernick, *Programs Manager*, provided an update on Peninsula Clean Energy's electric bicycle program *E-bikes for Everyone*. Phillip described the specifics of the program, including launch date for the program, incentive levels for bicycles, and how the program is targeted for residents with low-to-moderate incomes. Phillip answered questions from committee members regarding types of qualifying bicycles, program marketing, and options

for online purchases.

Committee member Tim Bussiek described the electric bicycle program at his son's high school, Carlmont High School, including funding sources and goals regarding program uptake.

5. Work Group Reports (Discussion)

Committee member Diane Bailey reported that the City of Daly City adopted both a building and Electric Vehicle (EV) reach code following the Peninsula Clean Energy model codes.

6. Sign up for CAC Working Groups (Discussion)

Kirsten Andrews-Schwind described the work plan and work group projects that were approved by the Peninsula Clean Energy Board of Directors at their meeting on April 22nd, 2021. Kirsten Andrews-Schwind noted that there was an addition of deliverables to the Citizens Advisory Committee work plan, and committee members signed up for work group projects. A list of work group projects and Citizens Advisory Committee volunteers for each project are provided below:

Project	Staff Liaison	CAC Volunteers
Assist with design and launch of income-qualified home upgrade program	Alejandra Posada, Programs Team	CAC Lead: Diane Bailey Other Members: Janet Creech, Katie Green
Support building electrification	Rafael Reyes, Programs Team	CAC Lead: Jason Mendelson Other members: Ray Larios, Diane Bailey
Assess EV charging infrastructure permitting processes	Phillip Kobernick, Programs Team	No volunteers
Support site identification for Community Solar DER installations	Peter Levitt and Dave Fribush, Programs Team	CAC Lead: Alex Melendrez Other members: Desiree Thayer, Jason Mendelson, Michael Closson
Microgrids research	Peter Levitt and Dave Fribush, Programs Team	CAC Lead: Michael Closson Other Member: Jason Mendelson

Review DER program grading and evaluation criteria	Peter Levitt and Dave Fribush, Programs Team	CAC Lead: Michael Closson Other members: Jason Mendelson, Janet Creech
Assist with distribution of the Student Activity Packet	Shayna Barnes	CAC Lead: Janet Creech Other members: Desiree Thayer, Ray Larios

7. Upcoming Topics for Discussion (Discussion)

Kirsten Andrews-Schwind reviewed agenda items for upcoming Board meetings. Kirsten noted that new appointments to the Citizens Advisory Committee will be made at the Board meeting on May 27, 2021. Kirsten asked committee member Steven Booker about planning a workforce development panel with committee member Joseph Fullerton for the June Citizens Advisory Committee meeting.

8. Committee Members' Reports

Diane Bailey provided a report on the Electric Home Ambassador Program and encouraged committee members to sign up to become an ambassador and to order a free yard sign at the following link: <https://fossilfreebuildings.org/electric-home-ambassador-program/>

Committee member Alexander Melendrez reported that May is affordable housing month and invited committee members to sign up for a free virtual event sponsored by the Housing Leadership Council on May 18th called *Emerging Trends in Affordable Housing Construction*. Biographies of the panelists and opportunities to register for the event or donate are available at the following link <https://hlcsmc.salsalabs.org/ahm2021-ahconstruction/index.html>

ADJOURNMENT

Meeting was adjourned at 8:15 pm.