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

Thursday, August 12, 2021

6:30pm

Zoom Link:

<https://pencleanenergy.zoom.us/j/94099469330?pwd=cjZNTG13eWlIZzFXM3FweIRiQVpjQT09>

Meeting ID: 940-9946-9330 Passcode: 180012 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. 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.*

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 July 8, 2021 Meeting (Action)

REGULAR AGENDA

2. Chair Report (Discussion) (est. 5 minutes)
3. Review and Discuss Board Retreat Agenda (Discussion) (est. 15 minutes)
4. Harvest Thermal Pilot Update by Staff (Discussion) (est. 20 minutes)
5. Marketing Report (Discussion) (est. 5 minutes)
6. Recommend Approval to the Board of Building Electrification On-Bill Financing Program (Action) (est. 10 minutes)

Public records that relate to any item on the open session agenda are available for public inspection. The records are available at the Peninsula Clean Energy offices or on PCEA's Website at: <https://www.peninsulacleanenergy.com>.

7. Election of Chair and Vice Chair (Action) (est. 10 minutes)
8. Working Group Reports (Discussion) (est. 10 minutes)
9. Upcoming Topics for Discussion (Discussion) (est. 5 minutes)
10. 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 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

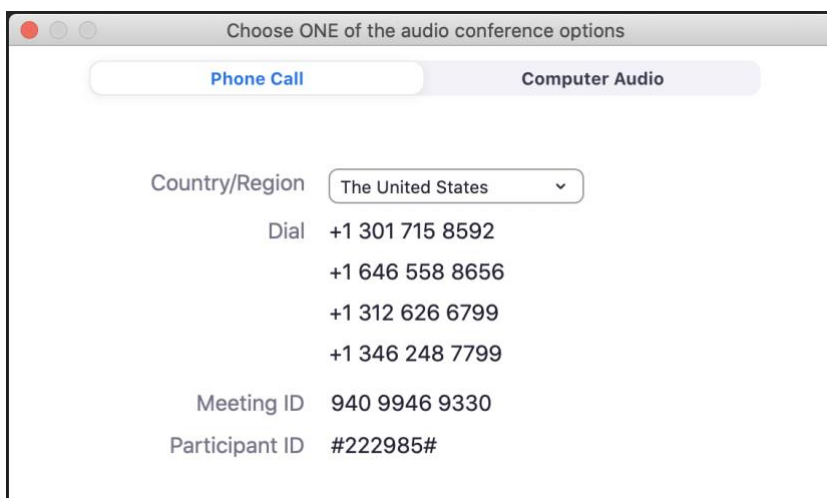
Videoconference Options:

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/94099469330?pwd=cjZNTG13eWlZzFXM3FweIRiQVpjQT09>
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.



The screenshot shows a window titled "Choose ONE of the audio conference options". At the top, there are two radio buttons: "Phone Call" (which is selected) and "Computer Audio". Below this, there is a "Country/Region" dropdown menu set to "The United States". Underneath, there are four "Dial" numbers: +1 301 715 8592, +1 646 558 8656, +1 312 626 6799, and +1 346 248 7799. At the bottom, the "Meeting ID" is 940 9946 9330 and the "Participant ID" is #222985#.

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: **940 9946 9330 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.

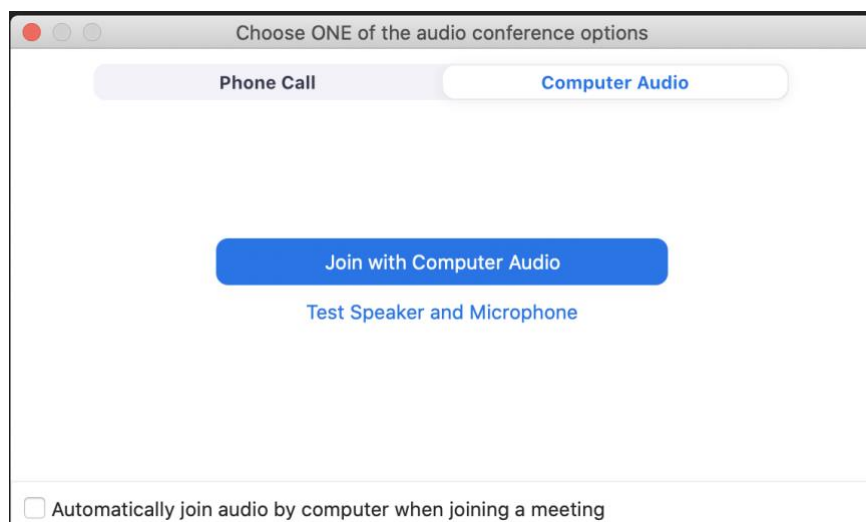
Option 2 Videoconference with Computer Audio:

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/94099469330?pwd=cjZNTG13eWlZzFXM3FweIRiQVpjQT09>

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: **940 9946 9330 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, July 8, 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*
Daniel Baerwaldt, Los Banos
Diane Bailey, Belmont
Morgan Chaknova, Redwood City
Michael Closson, Menlo Park
Janet Creech, Millbrae
Kathryn Green, San Mateo
Alexander Melendrez, San Bruno
Jason Mendelson, Redwood City
Cheryl Schaff, Menlo Park

Absent: Ray Larios, Burlingame, *Vice Chair*
Steven Booker, Half Moon Bay
Tim Bussiek, Belmont
Joe Fullerton, Half Moon Bay
Terri Givens, Unincorporated Menlo Park

Staff: Jan Pepper, Chief Executive Officer
KJ Janowski, Director of Marketing and Community Relations
Kirsten Andrews-Schwind, Senior Manager of Community Relations
Jennifer Stalzer Kraske, Deputy County Counsel
Shayna Barnes, Operations Specialist
Shraddha Mutyal, Programs Manager
Leslie Brown, Director of Account Services
Marc Hershman, Director of Government Affairs
Rafael Reyes, Director of Energy Programs
Sally Chen, Power Resources Manager

Board

Members: Donna Colson, Board Member

A quorum was established.

PUBLIC COMMENT

Tom Kabat

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA

Motion Made / Seconded: Mendelson / Melendrez

Motion passed 10-0 (Absent: Booker, Bussiek, Fullerton, Givens, Larios)

REGULAR AGENDA

1. Chair Report (Discussion)

Desiree Thayer provided a Youth Climate Ambassadors (YCA) program update, and thanked Peninsula Clean Energy for its sponsorship of the program.

2. Budget Overview

Jan Pepper, *CEO*, provided a review of the budget for Fiscal Year 2021-2022. Jan reviewed the budget approval process and key assumptions for the budget. Jan answered questions from committee members regarding Power Charge Indifference Adjustment (PCIA) forecasting and projected losses.

Public Comment

Tom Kabat
Drew

3. Time of Use Rate Transition

Leslie Brown, *Director of Account Services*, gave a presentation on the time of use transition. Leslie described the new rate schedule under the time of use transition including exceptions and important notes. Leslie answered questions from committee members regarding changes in the rate schedule depending on season, and whether Peninsula Clean Energy will make recommendations of rate schedules to customers.

4. On-Bill Finance

Shraddha Mutyal, *Programs Manager*, provided an overview of Peninsula Clean Energy's prospective on-bill finance program. Shraddha described the program background, existing on-bill finance programs, Peninsula Clean Energy's proposed on-bill finance program, the customer experience, and timeline and next steps.

Public Comment

Drew
Tom Kabat

5. Working Group Reports

Michael Closson gave a report from the microgrids research working group. Jason Mendelson provided an update from review DER program grading and evaluation criteria working group and asked for more volunteers. Jason Mendelson gave an update from the building electrification working group. Diane Bailey asked for new members to the income-qualified home upgrade program working group. Alex Melendrez provided an update from the working group to support site identification for community solar DER (Distributed Energy Resources) installations.

6. Nominations for Chair and Vice Chair

Desiree asked for nominations for Chair and Vice Chair. Desiree nominated Raymond Larios for Chair. Michael Closson nominated Morgan Chaknova for Vice Chair.

7. Upcoming Topics for Discussion

Jason Mendelson requested the On-Bill Finance agenda item be put on the agenda as an action item for the August Citizens Advisory Committee meeting. Kirsten Andrews-Schwind reviewed upcoming Board agenda items and items on the agenda for the august CAC meeting.

8. Committee Members' Reports

Desiree Thayer noted that Leslie Brown will be explaining the Time of Use Transition on Tuesday, July 27th at the Citizens Environmental Council of Burlingame event.

ADJOURNMENT

Meeting was adjourned at 9:02 pm.