



2075 Woodside Road | Redwood City, CA 94061
(650) 260-0005 | peninsulacleanenergy.com

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

Thursday, October 14, 2021

6:30pm

Zoom Link:

<https://pencleanenergy.zoom.us/j/84975390654?pwd=RWZwOUdHMFR3a0R0VmJtemttdmlrdz09>

Meeting ID: 849-7539-0654 Passcode: 2075 Phone: +1 (253-215-8782)

NOTE: Please see attached document for additional detailed teleconference instructions.

In accordance with AB 361, the Committee will adopt findings that meeting in person would present imminent risks to the health or safety of attendees of in-person meetings. Consistent with those findings, this Committee meeting will be held remotely.

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 September 9, 2021, Regular Meeting (Action)
2. Approval of the Minutes for September 30, 2021, Special Meeting (Action)
3. Adopt Findings Pursuant to AB 361 to Continue Fully Teleconferenced Committee Meetings Due to Health Risks Posed by In-Person Meetings (Action)

REGULAR AGENDA

4. Chair Report (Discussion) (est. 5 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>.

5. Approving Resolution Thanking Desiree Thayer for her Services as CAC Chair (Action)
(est. 5 minutes)
6. EV Charging Approach for Equity and Access (Discussion)(est. 30 minutes)
7. Diversity, Equity, Accessibility, and Inclusion (DEAI) Update (Discussion) (est. 5
minutes)
8. Marketing Report (Discussion) (est. 10 minutes)
9. Working Group Reports (Discussion) (est. 10 minutes)
10. Upcoming Topics for Discussion (Discussion) (est. 5 minutes)
11. 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

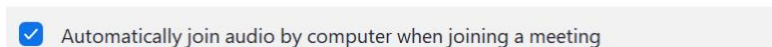
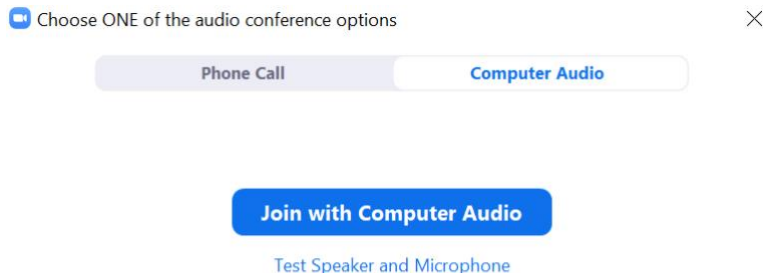
Videoconference Options:

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/84975390654?pwd=RWZwOUdHMFR3a0R0VmJtemttmIrdz09>
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.

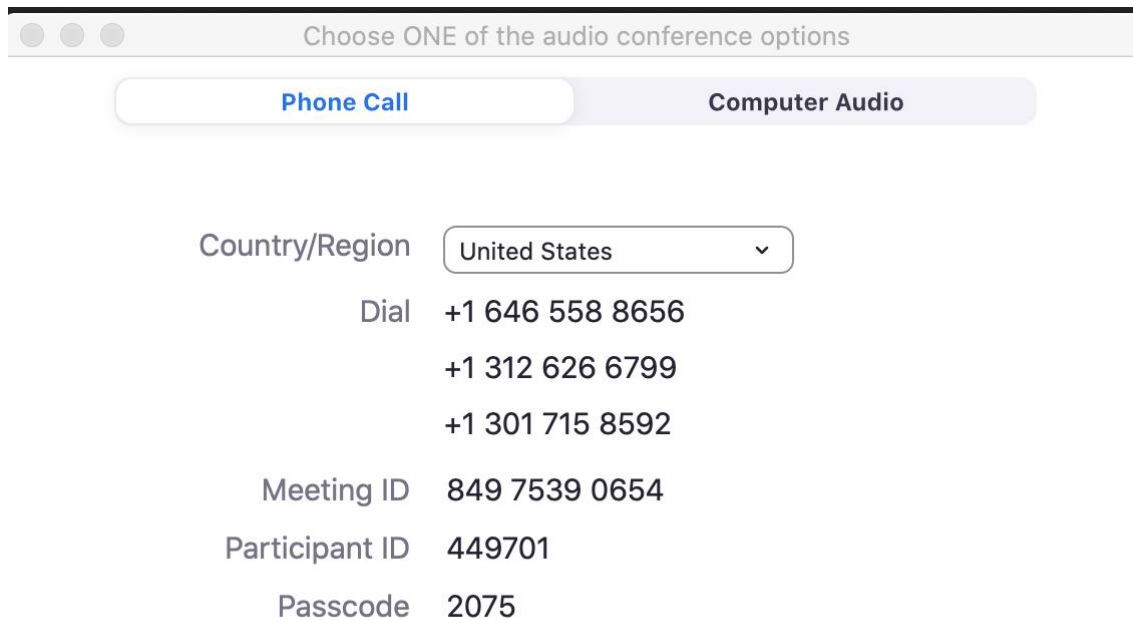


4. Click the blue, “Join with Computer Audio” button

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/84975390654?pwd=RWZwOUdHMFR3a0R0VmJtemttbmIrdz09>
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 (253) 215-8782
2. You will be instructed to enter the meeting ID: **849-7539-0654 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 (253) 215-8782

You will be instructed to enter the meeting ID: **849-7539-0654 followed by #**

You will be instructed to enter the meeting passcode **2075 followed by #**

**REGULAR MEETING of the Citizens Advisory Committee
of the Peninsula Clean Energy Authority (PCEA)
Thursday, September 9, 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:

Ray Larios, Burlingame, *Chair*
Daniel Baerwaldt, Los Banos
Diane Bailey, Belmont
Steven Booker, Half Moon Bay
Tim Bussiek, Belmont
Janet Creech, Millbrae
Joe Fullerton, Half Moon Bay
Kathryn Green, San Mateo
Terri Givens, Unincorporated Menlo Park
Alexander Melendrez, San Bruno
Jason Mendelson, Redwood City
Cheryl Schaff, Menlo Park
Desiree Thayer, Burlingame

Absent:

Morgan Chaknova, Vice Chair
Michael Closson, Menlo Park

Staff:

KJ Janowski, Director of Marketing and Community Relations
Kirsten Andrews-Schwind, Senior Manager of Community Relations
Siobhan Doherty, Director of Power Resources
Jennifer Stalzer Kraske, Deputy County Counsel
Shayna Barnes, Operations Specialist
Marc Hershman, Director of Government Affairs
Phillip Kobernick, Programs Manager
Sally Chen, Power Resources Manager
Mehdi Shahriari, Senior Renewable Energy Analyst
Sara Maatta, Renewable Energy and Compliance Analyst
Peter Levitt, Associate Manager of DER Strategy
Greg Miller, Power Resources Intern

Board

Members: Jeff Aalfs, Board Member

A quorum was established.

PUBLIC COMMENT

No public Comment

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA

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

Motion Made / Seconded / Mendelson/Larios

Motion passed 10-0 (Absent: Bailey, Chaknova, Closson, Givens, Abstain: Melendrez)

REGULAR AGENDA

2. Chair Report (Discussion)

No Chair Report.

3. Approving Resolution Thanking Desiree Thayer for her Services as CAC Chair (Action)

Committee members Diane Bailey, Janet Creech, and Ray Larios, thanked Desiree Thayer for her leadership. Joe Fullerton thanked Desiree for her service. Jason Mendelson thanked Desiree for her calm and rational leadership and great contribution to the Committee while serving as chair. Ray Larios tabled the action item for the next CAC meeting so that Ray could capture the resolution in writing.

4. Update on Peninsula Clean Energy goal of 100% renewable Energy on a 24/7 basis by 2025 (Discussion)

Siobhan Doherty, *Director of Power Resources*, provided an introduction to the topic. Greg Miller, *Power Resources Intern*, gave a presentation that covered Peninsula Clean Energy's organizational priorities and described how time-coincident procurement allows for deeper decarbonization because we are not using generic, non-clean energy during the morning and night hours. Greg described the difference between annual and hourly accounting of carbon free power.

PUBLIC COMMENT

Tom Kabat

5. Consideration or 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)

Rafael Reyes, *Director of Energy Programs*, gave a presentation regarding the 2045 decarbonization goal and Peninsula Clean Energy programs. Rafael covered current GHG emission sources in San Mateo County, Peninsula Clean Energy's program portfolio and outcomes, and planning for the 2045 target and the framework to get to the 2045 target. Committee members discussed the state possibly advancing this target to 2035 due to the urgency of the climate crisis. After this discussion, the CAC made the following motion/resolution:

Whereas, Peninsula Clean Energy has been a leader in innovation: Proposing and fostering Reach codes and Programs and dedicating itself to achieving targets. And Peninsula Clean Energy continues to take the lead to make the changes that are necessary; and

Whereas, Peninsula Clean Energy continues to lead in confronting the climate emergency, and one key way is to accelerate the target dates for Peninsula Clean Energy's goals; and

Whereas, this goal affects practical actions and demonstrates the commitment to do what is required by scientific realities; now therefore

Be it resolved, Peninsula Clean Energy CAC recommends to the Board of Directors to amend Peninsula Clean Energy's goal to contribute to Peninsula Clean Energy service territory reaching the state's goal to be 100% greenhouse gas-free by 2035. And take all necessary steps to meet this goal, as it is required by the climate emergency we all face.

PUBLIC COMMENT

Tom Kabat

Motion Made / Seconded: Mendelson/Bailey

Motion passed 11-0 (Absent: Baerwaldt, Bussiek, Chaknova, Closson))

6. Marketing Report (Discussion)

Kirsten Andrews Schwind, *Senior Manager of Community Relations*, reported that the Used EV Program has launched and the Outreach Grant applications for the 2022 grant cycle are now open.

Rafael Reyes, *Director of Energy Programs*, reported that Peninsula Clean Energy will be posting a job application for Building Electrification Programs Manager and invited Committee members to share the position with their networks.

7. Working Group Reports

Jason Mendelson provided an update from the Building Electrification working group and reported that the on-bill financing program was approved by the Peninsula Clean Energy Board. Rafael Reyes provided more context on the on-bill financing program.

8. Upcoming Topics for Discussion

Kirsten Andrews-Schwind said that the Peninsula Clean Energy Board Retreat was coming up on September 25th at 9am, and invited CAC members to come and make public comment. Kirsten reviewed upcoming items for the October Board agenda including an e-bikes update, additional power purchase agreements, EV managed charging pilot, and Diversity, Equity, Accessibility, and Inclusion. Diane Bailey asked for an update on Peninsula Clean Energy's strategy and programs related to distributed/local generation. Joe Fullerton volunteered to give a presentation on the San Mateo County Community College District's Energize Colleges Internship Program that is funded by Peninsula Clean Energy.

9. Committee Members' Reports

Diane Bailey shared a website about how to avoid electrical panel upgrades when switching homes off gas to electric appliances: <https://redwoodenergy.net/watt-diet-calculator/>. Diane also gave reach code updates from the cities of Menlo Park and Half Moon Bay. Alex Melendrez shared the following workshop by Nonprofit Housing (NPH) on affordable housing electrification and resiliency: <https://nonprofithousing.org/events-and-programs/conference/2021-conference-workshops/#resilient>

ADJOURNMENT

Meeting was adjourned at 8:44 pm.

**SPECIAL MEETING of the Citizens Advisory Committee
of the Peninsula Clean Energy Authority (PCEA)
Thursday, September 30, 2021
MINUTES**

Video conference and teleconference
7:30 p.m.

CALL TO ORDER

Meeting was called to order at 7:32 pm.

ROLL CALL

Present: Morgan Chaknova, Vice Chair
Diane Bailey, Belmont
Tim Bussiek, Belmont
Janet Creech, Millbrae
Joe Fullerton, Half Moon Bay
Terri Givens, Unincorporated Menlo Park
Jason Mendelson, Redwood City
Cheryl Schaff, Menlo Park
Desiree Thayer, Burlingame

Absent: Ray Larios, Burlingame, *Chair*
Daniel Baerwaldt, Los Banos
Steven Booker, Half Moon Bay
Michael Closson, Menlo Park
Kathryn Green, San Mateo
Alexander Melendrez, San Bruno

Staff: Kirsten Andrews-Schwind, Senior Manager of Community Relations
Jennifer Stalzer Kraske, Deputy County Counsel
Shayna Barnes, Operations Specialist

A quorum was established.

PUBLIC COMMENT

No public Comment

ACTION TO SET THE AGENDA

Motion Made / Seconded Thayer/ Mendelson/

Motion passed 8-0 (Absent: Baerwaldt, Booker, Closson, Fullerton, Green, Larios, Melendrez)

REGULAR AGENDA

1. Adopt Findings Pursuant to AB 361 to Continue Fully Teleconferenced Committee Meetings Due to Health Risks Posed by In-Person Meetings (Action)

CAC Member Jason Mendelson made a motion to adopt findings pursuant to AB 361 to continue fully teleconferenced committee meetings due to health risks posed by in-person meetings. The motion was seconded by Morgan Chaknova.

Motion Made/Seconded Mendelson/Chaknova

Motion passed 9-0 (Absent: Baerwaldt, Booker, Closson, Green, Larios, Melendrez)

ADJOURNMENT

Meeting was adjourned at 7:39 pm.

**PENINSULA CLEAN ENERGY AUTHORITY
JPA Board Correspondence**

DATE: September 28, 2021
COMMITTEE MEETING DATE: October 14, 2021
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority Present

TO: Honorable Peninsula Clean Energy Authority Citizens Advisory Committee

FROM: Jan Pepper, Chief Executive Officer, Peninsula Clean Energy Authority

SUBJECT: Resolution to Make Findings Allowing Continued Remote Meetings Under Brown Act

RECOMMENDATION:

Adopt a resolution finding that, as a result of the continuing COVID-19 pandemic state of emergency declared by Governor Newsom, meeting in person would present imminent risks to the health or safety of attendees.

BACKGROUND:

On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which rescinded his prior Executive Order N-29-20 and set a date of October 1, 2021 for public agencies to transition back to public meetings held in full compliance with the Brown Act. The original Executive Order provided that all provisions of the Brown Act that required the physical presence of members or other personnel as a condition of participation or as a quorum for a public meeting were waived for public health reasons. If these waivers fully sunset on October 1, 2021, legislative bodies subject to the Brown Act would have to contend with a sudden return to full compliance with in-person meeting requirements as they existed prior to March 2020, including the requirement for full physical public access to all teleconference locations from which committee members were participating.

On September 16, 2021, the Governor signed AB 361, a bill that formalizes and modifies the teleconference procedures implemented by California public agencies in response to the Governor's Executive Orders addressing Brown Act compliance during shelter-in-place periods. AB 361 allows a local agency to continue to use teleconferencing under the same basic rules as provided in the Executive Orders when certain circumstances occur or when certain findings have been made and adopted by the local agency.

AB 361 also requires that, if the state of emergency remains active for more than 30 days, the agency must make findings by majority vote every 30 days to continue using the bill's exemption to the Brown Act teleconferencing rules. The findings are to the

effect that the need for teleconferencing persists due to the nature of the ongoing public health emergency and the social distancing recommendations of local public health officials. **Effectively, this means that agencies, including PCEA, must agendaize a Brown Act meeting once every thirty days to make findings regarding the circumstances of the emergency and to vote to continue relying upon the law's provision for teleconference procedures in lieu of in-person meetings.**

AB 361 provides that Brown Act legislative bodies must return to in-person meetings on October 1, 2021, unless they choose to continue with fully teleconferenced meetings because a specific declaration of a state or local health emergency is appropriately made. AB 361 allows for meetings to be conducted virtually *as long as* there is a gubernatorially-proclaimed public emergency in combination with (1) local health official recommendations for social distancing or (2) adopted findings that meeting in person would present risks to health. AB 361 is effective immediately as urgency legislation and will sunset on January 1, 2024.

On September 25, 2021, the Peninsula Clean Energy Board of Directors approved a thirty (30) day extension of remote meetings in accordance with AB 361. Out of an abundance of caution given AB 361's narrative that describes each legislative body's responsibility to reauthorize remote meetings, staff and counsel brings this memo and corresponding resolution to the attention of the Citizens Advisory Committee.

DISCUSSION:

Because local rates of transmission of COVID-19 are still in the "substantial" tier as measured by the Centers for Disease Control, it is recommended that the Peninsula Clean Energy Citizens Advisory Committee avail itself of the provisions of AB 361 allowing continuation of online meetings by adopting findings to the effect that conducting in-person meetings would present an imminent risk to the health and safety of attendees. A resolution to that effect, and directing staff to return each 30 days with the opportunity to renew such findings, is attached hereto.

RESOLUTION NO. _____

**PENINSULA CLEAN ENERGY AUTHORITY, COUNTY OF SAN MATEO, STATE OF
CALIFORNIA**

* * * * *

**RESOLUTION FINDING THAT, AS A RESULT OF THE CONTINUING COVID-19
PANDEMIC STATE OF EMERGENCY DECLARED BY GOVERNOR NEWSOM,
MEETING IN PERSON FOR MEETINGS OF THE PENINSULA CLEAN ENERGY
CITIZENS ADVISORY COMMITTEE WOULD PRESENT IMMINENT RISKS TO THE
HEALTH OR SAFETY OF ATTENDEES**

WHEREAS, on March 4, 2020, the Governor proclaimed pursuant to his authority under the California Emergency Services Act, California Government Code section 8625, that a state of emergency exists with regard to a novel coronavirus (a disease now known as COVID-19); and

WHEREAS, on June 4, 2021, the Governor clarified that the “reopening” of California on June 15, 2021 did not include any change to the proclaimed state of emergency or the powers exercised thereunder, and as of the date of this Resolution, neither the Governor nor the Legislature have exercised their respective powers pursuant to California Government Code section 8629 to lift the state of emergency either by proclamation or by concurrent resolution in the state Legislature; and

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the California Open Meeting law, Government Code section 54950 et seq. (the “Brown Act”), provided certain requirements were met and followed; and

WHEREAS, on September 16, 2021, Governor Newsom signed AB 361 that provides that a legislative body subject to the Brown Act may continue to meet without fully complying with the teleconferencing rules in the Brown Act provided the legislative body determines that meeting in person would present imminent risks to the health or safety of attendees, and further requires that certain findings be made by the legislative body every thirty (30) days; and,

WHEREAS, California Department of Public Health (“CDPH”) and the federal Centers for Disease Control and Prevention (“CDC”) caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and,

WHEREAS, the CDC has established a “Community Transmission” metric with 4 tiers designed to reflect a community’s COVID-19 case rate and percent positivity; and,

WHEREAS, the County of San Mateo currently has a Community Transmission metric of “substantial” which is the second most serious of the tiers, and;

WHEREAS, the Committee has an important governmental interest in protecting the health, safety and welfare of those who participate in its meetings;

WHEREAS, on September 25, 2021, the Peninsula Clean Energy Board of Directors approved a thirty (30) day extension of remote meetings in accordance with

AB 361. Out of an abundance of caution given AB 361's narrative that describes each legislative body's responsibility to reauthorize remote meetings, staff and counsel bring this resolution to the attention of the Citizens Advisory Committee, and;

WHEREAS, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the Committee deems it necessary to find that meeting in person would present imminent risks to the health or safety of attendees, and thus intends to invoke the provisions of AB 361 related to teleconferencing;

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that

1. The recitals set forth above are true and correct.
2. The Committee finds that meeting in person would present imminent risks to the health or safety of attendees.
3. Staff is directed to return no later than thirty (30) days after the adoption of this resolution with an item for the Committee to consider making the findings required by AB 361 in order to continue meeting under its provisions.
4. Staff is directed to take such other necessary or appropriate actions to implement the intent and purposes of this resolution.

* * * * *