



**REGULAR MEETING of the Citizens Advisory Committee
of the Peninsula Clean Energy Authority (PCEA)
Thursday, May 12, 2022
MINUTES**

Video conference and teleconference
6:30 p.m.

CALL TO ORDER

Meeting was called to order at 6:35 p.m.

ROLL CALL

Present:

Diane Bailey, Belmont
Morgan Chaknova, Redwood City, *Chair*
Janet Creech, Millbrae
Joe Fullerton, Half Moon Bay
Kathryn Green, San Mateo
Jason Mendelson, Redwood City
Cheryl Schaff, Menlo Park, *Vice Chair*
Desiree Thayer, Burlingame

Absent:

Daniel Baerwaldt, Los Banos
Steven Booker, Half Moon Bay
Michael Closson, Menlo Park
Alexander Melendrez, San Bruno

A quorum was established.

PUBLIC COMMENT

Jason Mendelson

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA

- 1. Approval of the Minutes for April 10, 2022, Regular Meeting**
- 2. Adopt Findings Pursuant to AB 361 to Continue Fully Teleconferenced
Committee Meetings Due to Health Risks Posed by In-Person Meetings**

Motion Made / Seconded: Schaff / Creech

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

REGULAR AGENDA

3. Chair Report (Discussion)

Morgan Chaknova, *Citizens Advisory Committee (CAC) Chair*, announced that her CAC term is ending after May 2022, and she expressed appreciation for Committee members and Peninsula Clean Energy staff.

Cheryl Schaff, *CAC Vice Chair*, reported comments from the Peninsula Clean Energy Executive Committee regarding the CAC's role and proposed 2022 workplan, including praise for the Committee's contributions.

Joe Fullerton, *Committee member*, thanked Cheryl for her report and expressed interest in supporting the CAC with taking on a more active and technical role.

4. Diversity, Equity, Accessibility, and Inclusion (DEAI) Update (Discussion)

Shayna Barnes, *Operations Specialist*, provided background information about Peninsula Clean Energy's Diversity, Equity, Accessibility, and Inclusion (DEAI) project and introduced the agency's equity consultant, GCAP Services. GCAP Services staff explained key findings from the surveys of internal and external stakeholders. Committee members contributed their questions and feedback about the survey design and results.

PUBLIC COMMENT
Kathleen Goforth

5. Review Fiscal Year 2022-2023 Draft Budget (Discussion)

Jan Pepper, *Chief Executive Officer*, introduced Peninsula Clean Energy's draft budget for the next fiscal year, outlining how expected PG&E and Power Charge Indifference Adjustment (PCIA) rate changes will impact forecasted revenue. Committee members asked questions about the anticipated rate changes and the impact on customer electricity rates.

6. Marketing and Community Liaison Update (Discussion)

Vanessa Shin, *Community Outreach Associate*, announced the launch of the E-Bikes for Everyone program and the Wired & Inspired: Virtual Tours of Award-Winning Electric Homes event hosted by Peninsula Clean Energy.

Kirsten Andrews-Schwind, *Senior Manager of Community Relations*, invited Committee members to join staff in conducting outreach about Peninsula Clean Energy at an upcoming community event.

7. Upcoming Topics for Discussion (Discussion)

Kirsten Andrews-Schwind previewed topics for the June CAC meeting, which will focus on onboarding new members to the Committee and signing up for working groups.

8. Recognize Citizens Advisory Committee Members Terming or Stepping Off the Committee (Action)

Kirsten Andrews-Schwind suggested a draft statement to honor CAC members who have recently ended their membership on the Committee as well as those whose terms will be ending in May 2022. Committee members verbally acknowledged the departing members for their contributions to the CAC. Jason Mendelson, *CAC Member*, made a motion to honor these individuals with the following language:

RESOLVED, by the Peninsula Clean Energy Authority Citizen Advisory Committee of the County of San Mateo, State of California, that

WHEREAS, Peninsula Clean Energy's Citizens Advisory Committee (CAC) was formed by its Board of Directors in 2017. The committee is made up of up to 15 dedicated community volunteers who give their time and expertise as community liaisons and provide feedback on priorities of the organization; and

WHEREAS, the Citizens Advisory Committee (CAC) and Peninsula Clean Energy staff would like to formally recognize and honor key contributions of Citizens Advisory Committee members who are terming off the committee or have stepped off it in recent months. These dedicated community members are (in alphabetical order) Tim Busiek, Morgan Chaknova, Janet Creech, Terri Givens, Ray Larios, and Alex Melendrez; and

WHEREAS, **Tim Bussiek** passionately advocated for Peninsula Clean Energy to set more ambitious community climate action goals and provided analysis on what that would take. His advocacy contributed to the organization setting the goal of supporting the decarbonization of San Mateo County by 2035; and

WHEREAS, **Morgan Chaknova** drafted the Citizens Advisory Committee's original work plan template in 2020, and also supported its work plan creation in 2021 and 2022. These work plans created the working group structure for the committee and staff to collaborate more deeply on specific projects. She served as Vice Chair and then Chair of the committee in 2021 and into 2022; and

WHEREAS, **Janet Creech** is an instrumental advocate who spearheaded a grassroots group supporting the creation of Peninsula Clean Energy as early as 2015. As an original member of the Peninsula Clean Energy Citizens Advisory Committee, Janet played a leading role in the creation of its programs to support schools and education. Janet volunteered significant hours of her expertise to finalize Peninsula Clean Energy's Eco Hero energy education curriculum; and

WHEREAS, **Terri Givens** offered Peninsula Clean Energy her deep professional expertise on the topic of Diversity, Equity, Accessibility, and Inclusion (DEAI). She drafted the Citizens Advisory Committee's Equity Statement in 2020, which launched an organization-wide effort to assess and implement DEAI practices at all levels of Peninsula Clean Energy's operations; and

WHEREAS, **Ray Larios** supported Peninsula Clean Energy in expanding its outreach to San Mateo County's Latinx community, providing feedback on the

organization's multicultural communication strategies. He generously volunteered his time to represent Peninsula Clean Energy at bilingual events throughout the County. Ray served as Chair of committee in 2021; and

WHEREAS, Alex Melendrez *expanded Peninsula Clean Energy's reach to San Mateo County's young Latinx community members, passionately promoting our program offerings through his personal social media channels. He connected the organization with San Mateo County's affordable housing community, and helped identify potential sites for community solar installations.*

BE IT RESOLVED *that Peninsula Clean Energy Citizens Advisory Committee and staff expresses their deep gratitude for the contributions of each of these members to the success of the organization.*

Motion Made / Seconded: Mendelson / Bailey

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

9. Committee Members' Reports (Discussion)

Michael Closson, *Committee member*, shared that he met with Rafael Reyes, *Director of Energy Programs*, about community solar. Michael expressed interest in supporting Peninsula Clean Energy with identifying potential sites in San Mateo County for solar arrays.

Diane Bailey, *Committee member*, thanked Peninsula Clean Energy for sponsoring the All-Electric Leadership Awards and congratulated the award recipients.

ADJOURNMENT

Meeting was adjourned at 8:53 p.m.