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

Thursday, June 9, 2022

6:30pm

**Zoom Link:** <https://pencleanenergy.zoom.us/j/84975390654>

**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. 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 Vanessa Shin at least 2 working days before the meeting at [vshin@peninsulacleanenergy.com](mailto:vshin@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 [vshin@peninsulacleanenergy.com](mailto:vshin@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 May 12, 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

### **REGULAR AGENDA**

3. Swearing In of New Members (est. 5 minutes)
4. Member Introductions (Discussion, est. 15 minutes)
5. 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>.

6. Brown Act Training (Discussion, est. 30 minutes)
7. Review of Peninsula Clean Energy Programs (Discussion, est. 20 minutes)
8. Update on Reach Codes (Discussion, est. 20 minutes)
9. Form Working Groups (Discussion, est. 10 minutes)
10. Marketing and Community Liaison Update (Discussion, est. 5 minutes)
11. Nominations for Citizens Advisory Committee Chair and Vice Chair (Discussion, est. 5 minutes)
12. Upcoming Topics for Discussion (Discussion, est. 5 minutes)
13. 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

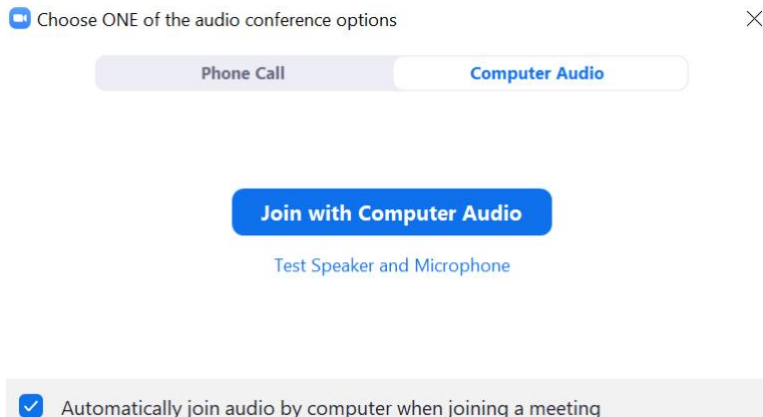
### Videoconference Options:

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.

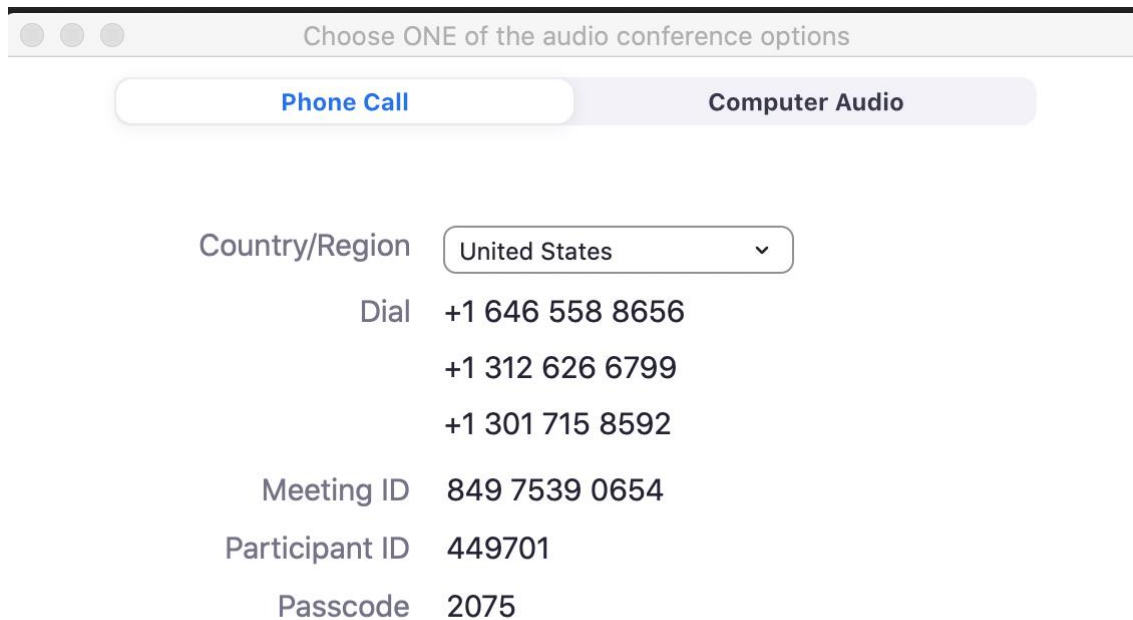


4. Click the blue, “Join with Computer Audio” button

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, 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.



**PENINSULA CLEAN ENERGY AUTHORITY**  
**JPA Board Correspondence**

**DATE:** June 6, 2022  
**COMMITTEE MEETING DATE:** June 9, 2022  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** Majority Present

**TO:** Honorable Peninsula Clean Energy 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. On January 5, 2022, Governor Newsom extended the sunset provision of AB361 and Government Code Section 11133(g) from January 31, 2022 to April 1, 2022 due to the surge in Omicron variant related COVID-19 cases and hospitalizations.

AB 361 requires that, if the state of emergency remains active for more than thirty (30) days, the agency must make findings by majority vote 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 and make findings regarding the circumstances of the emergency on a thirty (30) day basis. If at least thirty (30) days have transpired since its last meeting, the Boards must vote whether to continue to rely upon the law's provision for teleconference procedures in lieu of in-person meetings.**

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 will now sunset on January 1, 2024.

On September 30, 2021, the Peninsula Clean Energy Citizens Advisory Committee 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.

On October 14, 2021, the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361.

On November 4, 2021 the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361.

On December 2, 2021 the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361.

On January 13, 2022 the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361.

On February 10, 2022 the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361.

On March 10, 2022 the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361.

On April 14, 2022 the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361.

On May 12, 2022 the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361.

**DISCUSSION:**

Because of continuing concerns regarding COVID-19 transmission, especially when individuals are grouped together in close quarters, 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 risk to the health and safety of attendees. A resolution to that effect and directing staff to agendize the renewal of such findings in the event that thirty (30) days has passed since the Committee's last meeting, 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**

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**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**, on January 5, 2022, Governor Newsom extended the sunset provision of AB361 and Government Code Section 11133(g) to January 1, 2024 due to surges and instability in COVID-19 cases; and,

**WHEREAS**, California Department of Public Health (“CDPH”) and the federal Centers for Disease Control and Prevention (“CDC”) caution that COVID-19 continues to be highly transmissible and that even fully vaccinated individuals can spread the virus to others; 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 30, 2021, the Peninsula Clean Energy Citizens Advisory Committee 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**, on October 14, 2021, the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361, and;

**WHEREAS**, on November 4, 2021, the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361, and;

**WHEREAS**, on December 2, 2021, the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361, and;

**WHEREAS**, on January 13, 2022, the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361, and;

**WHEREAS**, on February 10, 2022, the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361, and;

**WHEREAS**, on March 10, 2022, the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361, and;

**WHEREAS**, on April 14, 2022, the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361, and;

**WHEREAS**, on May 12, 2022, the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361, 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, or, alternatively, at the next scheduled meeting of the Committee, 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.

\* \* \* \* \*



## **Peninsula Clean Energy Citizens Advisory Committee 2022 Work Plan**

**Goal:** Make it easy for CAC members to align with PCE staff priorities and get involved in driving PCE strategic initiatives

**Brown Act reminder:** Communication about working groups to must be limited to less than a quorum (50%) of CAC members

### **Guiding Principles**

- Ensure PCE Staff and Board understand how to leverage CAC in a way that is useful and drives PCE strategic priorities
- Ensure CAC members feel fully engaged and utilized if they have interest and bandwidth
- Maximize efficiency of CAC impact on staff resources

### **CAC role & responsibilities:**

Current Objectives:

- Act as liaison to community
- Provide feedback on PCE policy and operational objectives
- Engage in outreach to community, including encouraging ratepayers to participate in PCE offerings and programs, and implement other carbon reducing practices
- Assist with legislative advocacy in conjunction with staff and board
- Provide an initial forum for community discussions on wide variety of strategies to reduce carbon emissions in conjunction with staff and board
- Support PCE in strategic initiatives, such as the Diversity, Equity, Accessibility, and Inclusion (DEAI) project

### **PCE strategic goals for 2022**

The CAC will support and align its work with these goals.

**MISSION:** To reduce greenhouse gas emissions by expanding access to sustainable and affordable energy solutions.

**VISION:** A sustainable world with clean energy for everyone.

Organizational priorities:

- Design a power portfolio that is sourced by 100% renewable energy by 2025
- Contribute to our community reaching a goal of being 100% greenhouse gas-free by 2035

Strategic plan on PCE website [here](#)

### 2022 Peninsula Clean Energy Citizens Advisory Committee Projects

Note: Once the specified deliverable is completed, the working group shall no longer meet unless a new deliverable is identified and it is requested to meet by staff.

<b>Project</b>	<b>Proposed Task Description and Deliverables</b>	<b>Staff Liaison</b>	<b>CAC Working Group Members (* indicates lead)</b>
<b>Home Upgrade Program</b>	<p>Review data and results from the first completed homes. Provide input on technical design guidelines, outcomes for the program, and future program enhancement as needed.</p> <p><i>Deliverable: Brief memo summarizing input on technical design guidelines and outcomes for the program provided between June 2022 and April 2023. Delivered to staff prior to the April 2023 CAC meeting.</i></p>	Alejandra Posada, Programs Team	
<b>Building Electrification Education</b>	<p>Conduct community education around the Reach Code 2.0 effort and/or building electrification contribution to 2035 decarbonization goal.</p> <p><i>Deliverable: Brief memo summarizing community education conducted by CAC members regarding reach codes and/or building electrification between June 2022 and April 2023. Delivered to staff prior to the April 2023 CAC meeting.</i></p>	Rafael Reyes, Programs Team	

<p><b>Demand-Side Strategies for 24/7 Grid Decarbonization</b></p>	<p>Provide input on the Distributed Energy Resources (DER) framework, focusing on demand-side strategies (e.g., load management / shaping) to accomplish our planned 24/7 grid decarbonization.</p> <p><i>Deliverable: Brief memo summarizing input for DER programs provided between June 2022 and April 2023. Delivered to staff prior to the April 2023 CAC meeting.</i></p>	<p>Peter Levitt and Dave Fribush, Programs Team</p>	
<p><b>Education Initiatives</b></p>	<p>Provide input on initiatives to expand clean energy curriculum and decarbonization projects in schools.</p> <p><i>Deliverable: Brief memo summarizing input on education initiatives provided between June 2022 and April 2023. Delivered to staff prior to the April 2023 CAC meeting.</i></p>	<p>Vanessa Shin, Marketing Team</p>	
<p><b>Role of Citizen Advisory Committees</b></p>	<p>Research the roles, objectives, basic functioning, and impact to date of citizen advisory committees at other CCAs and similar public agencies in California.</p> <p><i>Deliverable: Brief memo summarizing research on citizen advisory committees and any resulting recommendations for Peninsula Clean Energy, keeping in mind the CAC's advisory role, provided between June 2022 and April 2023. Delivered to staff prior to the April 2023 CAC meeting.</i></p>	<p>Kirsten Andrews-Schwind, Marketing Team</p>	