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

Thursday, February 9, 2023
6:30pm

Zoom Link: https://penncleanenergy.zoom.us/j/86953524805
Meeting ID: 869-5352-4805 Passcode: 2075 Phone: +1 (669-444-9171)

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. 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.

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 January 12, 2023 Regular Meeting

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

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.
REGULAR AGENDA

3. Chair Report (Discussion, est. 5 minutes)
4. Member Introductions (Discussion, est. 5 minutes)
5. Building Electrification Strategy (Discussion, est. 40 minutes)
6. Feedback on Functioning of Citizens Advisory Committee (Discussion, est. 15 minutes)
7. Working Group Reports (Discussion, est. 10 minutes)
8. Review of Peninsula Clean Energy Outreach Talking Points (Discussion, est. 15 minutes)
9. Marketing and Community Liaison Update (Discussion, est. 5 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](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/86953524805 pwd=aktkbTFOeSs3R2VYb0VyOWM4QVpKZz09](https://pencleanenergy.zoom.us/j/86953524805 pwd=aktkbTFOeSs3R2VYb0VyOWM4QVpKZz09)
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/86953524805 pwd=aktkbTFOeSs3R2VYb0VyOWM4QVpKZz09](https://pencleanenergy.zoom.us/j/86953524805 pwd=aktkbTFOeSs3R2VYb0VyOWM4QVpKZz09)
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.

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1. Please dial +1 (669)-444-9171
2. You will be instructed to enter the meeting ID: **869-5352-4805 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 (669)-444-9171

You will be instructed to enter the meeting ID: **869-5352-4805**

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, January 12, 2023
MINUTES

Video conference and teleconference
6:30 p.m.

CALL TO ORDER

Meeting was called to order at 6:32 p.m.

ROLL CALL

Present:

Daniel Baerwaldt, Los Banos
Diane Bailey, Belmont
Steven Booker, Half Moon Bay
Brandon Chan, South San Francisco
Michael Garvey, San Carlos
Kathleen Goforth, San Carlos
Katie Green, San Mateo
Margaret Li, South San Francisco
Edward Love, Half Moon Bay arrived at 6:36
Jason Mendelson, Redwood City, Vice Chair
Cheryl Schaff, Menlo Park, Chair
Desiree Thayer, Burlingame
Bryan Tran, South San Francisco

Absent:

Michael Closson, Menlo Park

A quorum was established.

PUBLIC COMMENT
Eduardo Pelegri-Llopart requested information about Peninsula Clean Energy’s
FlexCharging and FlexAlert programs and asked how to contact members of the Citizens
Advisory Committee (CAC).

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA

1. Approval of the Minutes for December 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

Motion Made / Seconded: Goforth / Garvey

Motion passed 13-0 (Absent: Clossen)

REGULAR AGENDA

3. Chair Report (Discussion)
Cheryl Schaff, CAC Chair, encouraged Committee members to read Peninsula Clean Energy’s newly published whitepaper Achieving 24/7 Renewable Energy by 2025 and share it with their network.

4. Member Introductions (Discussion)
Cheryl Schaff and Jason Mendelson, CAC Vice Chair, introduced the Member Introductions, an activity intended to help Committee members learn more about each other’s background and interests. Cheryl and Jason invited Committee members Brandon Chan and Desiree Thayer to participate answer icebreaker questions as part of the activity.

5. Case Study on Home Electrification (Discussion)
Kathleen Goforth, Committee member, provided an overview of her home electrification project, including appliance replacements and overall costs. Committee members asked about appliance availability due to supply chain issues, the rebate process, and challenges. Kathleen noted that it was difficult to find the correct person at PG&E to schedule the gas shutoff.

6. Proposed Rate Changes (Discussion)
Shayna Barnes, Operations Specialist, provided an overview of Peninsula Clean Energy’s guiding principles and process for determining electricity rates in San Mateo County and the City of Los Banos. Shayna also explained the impact of the Power Charge Indifference Adjustment on rates. Committee members asked whether these proposed rate changes impact how we discuss Peninsula Clean Energy savings and benefits as well as the Peninsula Clean Energy budget.

PUBLIC COMMENT

Eduardo Pelegri-Llopart asked for clarification on how the 5% discount on electricity generation relates to the Power Charge Indifference Adjustment and Franchise Fee Surcharge.

7. Overview of Results of CAC Satisfaction Survey (Discussion)
Kirsten Andrews-Schwind, Senior Manager of Community Relations, summarized the results of the 2022 CAC Satisfaction Survey. Cheryl Schaff suggested sharing the survey findings with the Peninsula Clean Energy Board of Directors. Kathleen Goforth expressed interest in receiving input from the Board on how CAC members can be most impactful in serving the agency.

8. Overview of Returning to In-Person CAC Meetings (Discussion)

Kirsten Andrews-Schwind reminded Committee members that CAC meetings will resume in person in March 2023. Committee members asked about hybrid meeting options and the policy for wearing masks.

9. Marketing and Community Liaison Update (Discussion)

Kirsten Andrews-Schwind highlighted the publication of Peninsula Clean Energy’s second whitepaper on 24/7 renewable energy, and Cheryl Schaff expressed interest in receiving outreach resources for communicating the findings to a general audience. Kirsten announced that Peninsula Clean Energy is recruiting participants for an electric vehicle managed charging app, and she noted that many customers may be experiencing higher energy bills due to increased gas rates.

10. Working Group Reports (Discussion)

Kirsten Andrews-Schwind reminded Committee members of the Working Group deliverables due in April 2023. Brandon Chan, Committee member, reported that the Role of Citizens Advisory Committees Working Group developed a survey for gathering information and best practices from community advisory committees at other community choice aggregators.

11. Upcoming Topics for Discussion (Discussion)

Kirsten Andrews-Schwind previewed upcoming topics for the December and January meetings of the Peninsula Clean Energy Board of Directors. Jason Mendelson requested an update on the impact of the proposed rate changes on Peninsula Clean Energy’s budget, and a discussion how Committee members should communicate these rate changes and other key messages. Cheryl Schaff suggested a follow-up discussion on the CAC survey results, and Daniel Baerwaldt, Committee member, recommended revisiting the survey feedback in the summer to evaluate progress and improvements.

12. Committee Members’ Reports (Discussion)

No Committee Member Reports

ADJOURNMENT

Meeting was adjourned at 8:39
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 agendize 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.
On June 9, 2022 the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361.

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

On August 11, 2022 the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361.

On September 8, 2022 the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361.

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

On November 3, 2022 the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361.

On December 1, 2022 the Peninsula Clean Energy Citizens Advisory Committee approved a thirty (30) day extension of remote meetings in accordance with AB 361.

On January 12, 2023 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

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;

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WHEREAS, on November 3, 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 December 1, 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 January 12, 2023, 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 Key Outreach Messages
Updated December 2022

These simple talking points are designed to be shared conversationally with residents.

1. What is Peninsula Clean Energy?

Peninsula Clean Energy is a local public agency. We provide almost everyone in San Mateo County/Los Banos with clean energy at lower rates.
   a. It was founded by our cities and San Mateo County to address climate change.
   b. You probably already have it. You are automatically helping the environment and saving a little money on your bill!
   c. It works in collaboration with PG&E. Peninsula Clean Energy buys electricity from clean sources, and PG&E delivers it to you through their wires. (show diagram in brochure, see sample below)
   d. Clean Energy is an automatic benefit of living in San Mateo County/Los Banos

2. What are the benefits?

   a. You save at least 5% on the electricity generation portion of your PG&E bill. It's a little something.
   b. The biggest benefit is clean energy from sources like the wind and sun. That helps protect the planet for our kids and future generations.
   c. Peninsula Clean Energy also provides additional ways to save on energy. See #5 below.

3. It looks like I'm paying an extra charge on my bill.

   a. The Peninsula Clean Energy line on page 1 of your PG&E bill is not an extra charge.
   b. The electricity part of your PG&E bill is divided into two lines:
      i. Electricity generation: Peninsula Clean Energy makes, or generates the electricity
      ii. Electricity delivery: PG&E continues to deliver it through their power lines
   c. You pay Peninsula Clean Energy less than what you’d pay PG&E for electricity generation. It’s at least 5% less after factoring in PG&E fees.
   d. For more information see our residential rates webpage.

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Peninsula Clean Energy provides electricity from clean energy sources at lower rates than PG&E. PG&E owns the power lines and delivers the power we generate. As a customer of Peninsula Clean Energy, you are helping the environment and saving money.
4. **Do I keep my discounts?** If you have utility discounts, you automatically keep them.

   a. You are a customer of both PG&E and Peninsula Clean Energy. You automatically keep your CARE, FERA, and Medical Baseline and other discounts administered through PG&E.
   b. You also have the automatic 5% discount from Peninsula Clean Energy.
   c. You are eligible for rebates and programs from both PG&E and Peninsula Clean Energy.

5. **Peninsula Clean Energy also offers additional savings and rebates:**

   a. Discounts of up to $6,000 on used electric cars
   b. Free home repairs for income-qualifying homeowners
   c. Rebates of up to $3,000 on electric heat pump water heaters and $3,500 for heat pump space heating and cooling systems. You may be able to take advantage of additional federal incentives from the Inflation Reduction Act (IRA) as well.
   d. Get a loan of up to $10,000, with no interest, no credit check, and no fees for qualified appliance and home energy efficiency upgrades
   e. Rebates of up to $500 when you finance a solar system with back-up batteries
   f. Check PenCleanEnergy.com/residential-programs for details and updates

6. **If you need help paying your utility bill:**

   a. Sign up for the income-qualified [CARE](#) or [FERA](#) monthly energy discount
   b. If you are behind on paying your utility bill, sign up for [HEAP](#) assistance
   c. If you have a medical device, sign up for the [Medical Baseline](#) discount
   d. More information on all these discounts are at [PenCleanEnergy.com/lowerbill](#)

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**When You Don’t Know the Answer to a Question about Peninsula Clean Energy**

Always refer the customer to Peninsula Clean Energy staff. Simply say they have a good question, and you can help them get the answer. Avoid inadvertently spreading misinformation by taking a guess.

We suggest asking the customer for their email and sending their question to both them and us at [info@PenCleanEnergy.com](mailto:info@PenCleanEnergy.com). Peninsula Clean Energy customer care staff will respond within one to two days. If the customer provides the billing name and address, we can also look up their account to answer specific questions about their bill.

Customers can also contact our call center with questions about their bill at [1-866-966-0110](tel:1-866-966-0110).

For general questions about Peninsula Clean Energy or community outreach, contact Vanessa Shin at [vshin@peninsulacleanenergy.com](mailto:vshin@peninsulacleanenergy.com).