



**REGULAR MEETING of the Executive Committee of the
Peninsula Clean Energy Authority (PCEA)
Monday, March 9, 2020
MINUTES**

8:00 a.m.

Peninsula Clean Energy
2075 Woodside Road, Redwood City, CA 94061

CALL TO ORDER

Meeting was called to order at 8:10 a.m.

ROLL CALL

Present: Jeff Aalfs, Town of Portola Valley, *Chair*
Rick DeGolia, Town of Atherton, *Vice Chair*
Donna Colson, City of Burlingame
Catherine Mahanpour, City of Foster City
Wayne Lee, City of Millbrae
Rick Bonilla, City of San Mateo
Pradeep Gupta, Director Emeritus

Absent: Dave Pine, County of San Mateo
Carole Groom, County of San Mateo
Catherine Carlton, City of Menlo Park

Staff: Jan Pepper, CEO
Andy Stern, CFO
KJ Janowski, Director of Marketing and Community Affairs
Kirsten Andrews-Schwind, Senior Manager of Community Relations
Siobhan Doherty, Director of Power Resources
David Silberman, General Counsel
Jennifer Stalzer Kraske, Deputy County Counsel
Shayna Barnes, Administrative Assistant
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO

A quorum was established.

PUBLIC COMMENT

Tom Kabat

ACTION TO SET AGENDA AND TO APPROVE CONSENT AGENDA ITEMS

Motion Made / Seconded: Lee / Bonilla

Motion passed unanimously 6-0 (Absent: Pine, Groom, Carlton)

REGULAR AGENDA

1. CHAIR REPORT

No report.

2. CEO REPORT

Chief Executive Officer Jan Pepper provided an update on staffing, strategic planning, and outreach to Merced County. Jan reported that she attended the 2020 Yosemite Policymakers Conference March 5-8, 2020, and that San Jose Mayor Sam Liccardo and CPUC (California Public Utilities Commission) Commissioner Martha Guzman Aceves also attended.

3. REVIEW CITIZENS ADVISORY COMMITTEE OBJECTIVES

Jan Pepper reported on the history of the Citizens Advisory Committee (CAC), and that staff has struggled to effectively use the CAC. Kirsten Andrews-Schwind—Senior Manager of Community Relations— reviewed five objectives that were outlined for the CAC in 2017.

Executive Committee members reviewed written comments from Michael Closson and discussed his suggestions for improvement. Committee members discussed the CAC’s role in community outreach; CAC involvement in projects like Reach Codes and educational programs; and having more Board members attend CAC meetings. Committee members also discussed a desire to tap into CAC expertise, desire to have more CAC involvement in outreach and community connections, and agreement to seek CAC opinions on issues before or between Board meetings. There was general consensus to create a subcommittee to address operational and perception issues.

PUBLIC COMMENT:

Michael Closson
Janet Creech
Morgan Chaknova

4. PRESENTATION ON COMMUNITY IMPACT REPORT

KJ Janowski—Director of Marketing and Community Affairs—reported that a Community Impact Report is being developed to increase awareness of Peninsula Clean Energy. She presented an overview of potential content, including Peninsula Clean Energy’s power mix, resiliency program, education programs, and how Peninsula Clean Energy is reinvesting in the community.

5. COMMITTEE MEMBERS’ REPORTS

Jeff Aalfs announced that nominations are being taken for the Board Chair and Vice Chair. Committee Members discussed Brown Act requirements for teleconferencing or videoconferencing amid concerns about coronavirus and restrictions on public gatherings. Staff will monitor possible legislative changes to the Brown Act.

ADJOURNMENT

Meeting was adjourned at 9:38 a.m.