



**REGULAR MEETING of the Executive Committee of the
Peninsula Clean Energy Authority (PCEA)
Monday, March 11, 2019
MINUTES**

8:00 a.m.

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

CALL TO ORDER

Meeting was called to order at 8:12 a.m.

ROLL CALL

Present: Dave Pine, County of San Mateo
Rick DeGolia, Town of Atherton, *Vice Chair*
Donna Colson, City of Burlingame
Wayne Lee, City of Millbrae
Rick Bonilla, City of San Mateo

Absent: Carole Groom, County of San Mateo
Jeff Aalfs, Town of Portola Valley, *Chair*
Catherine Carlton, City of Menlo Park

Staff: Jan Pepper, CEO
Andy Stern, CFO
Sven Thesen, Clean Energy Programs Manager
Maggie Tides, Deputy County Counsel
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO

A quorum was established.

PUBLIC COMMENT

No public comment.

ACTION TO SET AGENDA AND TO APPROVE CONSENT AGENDA ITEMS

Motion Made / Seconded: Bonilla / Lee

Motion passed unanimously 5-0 (Absent: Groom, Aalfs, Carlton)

REGULAR AGENDA

1. CHAIR REPORT

No report.

2. CEO REPORT

Chief Executive Officer Jan Pepper reported that meetings are taking place with representatives from Merced County to support their research into Community Choice Aggregation. She announced a series of public meetings on Reach Codes to focus on building electrification and EV (Electric Vehicle) infrastructure in San Mateo and Santa Clara Counties. Jan reported that PCE received six proposals in response to the Marketing Strategy Consulting RFP (Request for Proposals), and those proposals are being reviewed.

3. REVIEW PCE STAFFING AND ORGANIZATIONAL CHANGES

Jan Pepper reported that Jay Modi—former Director of Finance and Administration—has left PCE for another opportunity. She reported that a newly hired Senior Regulatory Analyst starts today, March 11, 2019, and that currently PCE has positions posted for a Senior Financial Analyst, an Electric Vehicle Program Specialist, and a Manager of Distributed Energy Resource (DER) Strategy.

4. DISCUSS POTENTIAL CHANGES TO PCE JPA AGREEMENT TO ALLOW MEMBER JURISDICTIONS TO APPOINT CITIZENS AS ALTERNATE BOARD MEMBERS

Executive Committee members reviewed Article 3, section 3.1, of PCE's JPA (Joint Powers Authority) Agreement. Executive Committee members discussed the need to maintain institutional knowledge on the Board, and inquired about Ex Officio or Directors Emeritus appointments to the Board. Maggie Tides—Deputy County Counsel—said she would research the options and report back to the Board at the March 28, 2019 meeting.

5. REVIEW MULTI-UNIT DWELLING (MUD) LOW POWER PILOT PROJECT

Jan Pepper reviewed the RFP that was issued for PCE's Multi-Unit Dwelling (MUD) Low

Power Pilot Project. Sven Thesen—Clean Energy Programs Manager—reported on the lack of EV (Electric Vehicle) charging infrastructure in most MUDs across San Mateo County, and that this project will involve research to identify solutions to MUD EV charging. Executive Committee members discussed Level 1 versus Level 2 charging, municipal fleets, and the public EV charging locations in their municipalities that residents use due to a lack of infrastructure at their homes or work locations.

6. COMMITTEE MEMBERS' REPORTS

Donna Colson reported on a new development in Burlingame being built as mixed-use, providing more density, more parking, more electrification, and more green space. Rick Bonilla reported that density restrictions were put in place in 1991 in San Mateo.

ADJOURNMENT

Meeting was adjourned at 9:55 a.m.