



**REGULAR MEETING of the Executive Committee of the
Peninsula Clean Energy Authority (PCEA)
Monday, July 11, 2016
MINUTES**

Room 405
455 County Center, 4th Floor
Redwood City, CA 94063
8:00 a.m.

CALL TO ORDER

Meeting was called to order at 8:00 am.

ROLL CALL

Present: Dave Pine, County of San Mateo, *Chair*
Jeff Aalfs, Town of Portola Valley, *Vice Chair*
Rick DeGolia, Town of Atherton
Wayne Lee, City of Millbrae
Cameron Johnson, City of San Carlos
Pradeep Gupta, City of South San Francisco

Absent: Carole Groom, County of San Mateo
Gary Pollard, City of Foster City

Staff: Jan Pepper, CEO, Peninsula Clean Energy
David Silberman, Deputy County Counsel
Gordon Tong, Office of Sustainability
Kirsten Pringle, Office of Sustainability

A quorum was established.

PUBLIC COMMENT

James Tuleya

ACTION TO SET THE AGENDA

Motion Made / Seconded: Aalfs / Lee

Motion passed 6-0 (absent: Groom and Pollard).

REGULAR AGENDA

1. APPROVE RECOMMENDATION ON BOARD POLICY REGARDING BAD DEBT (ACTION)

Jan Pepper – Chief Executive Officer of Peninsula Clean Energy – explained how the other Community Choice Aggregations (CCAs) handle non-payments. The policy recommended allows for an annual budgetary reserve for bad debt as 0.35% of revenues.

Motion Made / Seconded: Lee / DeGolia

Motion passed 6-0 (absent: Groom and Pollard).

2. APPROVE RECOMMENDATION ON BOARD POLICY REGARDING TERMS AND CONDITIONS OF SERVICE (ACTION)

Ms. Pepper gave an overview on the two sets of terms and conditions - one general and one for early adopters. The difference between the documents is that in the early adopter terms and conditions, the customer waives their right to the four enrollment notifications.

Motion Made / Seconded: DeGolia / Gupta

Motion passed 6-0 (absent: Groom and Pollard).

3. REVIEW PROPOSED HUMAN RESOURCE BENEFITS (DISCUSSION)

Ms. Pepper provided background on human resource benefits that Peninsula Clean Energy is considering for adoption. The Executive Committee (EC) provided direction that a defined contribution plan is important, but does not have to match the contribution amount.

PUBLIC COMMENT

James Tuleya

CLOSED SESSION

4. CONFERENCE WITH LABOR NEGOTIATORS

Agency Designated Representatives: Dave Pine and David Silberman

Unrepresented Employee: Chief Executive Officer

No report out from closed session.

REGULAR AGENDA

5. DISCUSSION ON ALTERNATIVE ROLLOUT SCHEDULE FOR CUSTOMER PHASES (DISCUSSION)

Ms. Pepper recommended accelerating the customer roll-out by combining phases 2 and 3 in order to take advantage of low power costs. Another benefit would be to purchase electricity before Silicon Valley and other new CCAs are also in the market for power. The EC discussed the benefits and potential difficulties of an accelerated timeline.

PUBLIC COMMENT

James Tuleya

6. REGULATORY UPDATE (DISCUSSION)

Ms. Pepper discussed the request for PCE to submit a letter to the California Public Utilities Commission (CPUC) regarding the Power Charge Indifference Adjustment (PCIA) and recommended that each city sends a letter as well. Ms. Pepper said that PCE will send each of the 20 cities a draft letter that they can adapt and submit.

7. EXECUTIVE COMMITTEE MEMBER COMMENTS (DISCUSSION)

None.

Chair

Attest:

Secretary