



**REGULAR MEETING of the Board of Directors of the
Peninsula Clean Energy Authority (PCEA)
Thursday, July 23, 2020
MINUTES**

Peninsula Clean Energy
Video conference and teleconference
6:30 p.m.

CALL TO ORDER

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

ROLL CALL

Present: Carole Groom, County of San Mateo
Carolyn Bloede, County of San Mateo
Jeff Aalfs, Town of Portola Valley, *Chair*
Rick DeGolia, Town of Atherton, *Vice Chair*
Julia Mates, City of Belmont
Madison Davis, City of Brisbane
Donna Colson, City of Burlingame
John Goodwin, Town of Colma
Roderick Daus-Magbual, City of Daly City
Carlos Romero, City of East Palo Alto
Catherine Mahanpour, City of Foster City
Harvey Rarback, City of Half Moon Bay
Laurence May, Town of Hillsborough
Wayne Lee, City of Millbrae
Marty Medina, City of San Bruno
Laura Parmer-Lohan, City of San Carlos
Rick Bonilla, City of San Mateo
Flor Nicolas, City of South San Francisco
Daniel Yost, Town of Woodside
Pradeep Gupta, Director Emeritus
John Keener, Director Emeritus

Absent: City of Menlo Park
City of Pacifica
City of Redwood City

Staff: Jan Pepper, Chief Executive Officer
Andy Stern, Chief Financial Officer
Leslie Brown, Director of Customer Care
Hailey Wu, Senior Financial Analyst
Joseph Wiedman, Director of Legislative and Regulatory Affairs
KJ Janowski, Director of Marketing and Community Affairs
Kirsten Andrews-Schwind, Senior Manager of Community Relations
Michael Arnaldo, Digital Marketing Specialist
Siobhan Doherty, Director of Power Resources
Peter Levitt, Associate Manager of Distributed Energy Resources (DER)
Sara Maatta, Renewable Energy and Compliance Analyst
Phillip Kobernick, Programs Manager
Jennifer Stalzer Kraske, Deputy County Counsel
Shayna Barnes, Administrative Assistant
Anne Bartoletti, Board Clerk/Office Manager/Executive Assistant to the CEO

A quorum was established.

PUBLIC COMMENT:

None

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA ITEMS

Motion Made / Seconded: Lee / Groom

Motion passed 18-0 (Absent: Menlo Park, Pacifica, Redwood City, San Mateo)

REGULAR AGENDA

1. CHAIR REPORT

Jeff Aalfs—Chair—reported that he is still compiling feedback for the performance review of the Chief Executive Officer, but it should be complete for the August meeting.

2. CEO REPORT

Jan Pepper—Chief Executive Officer— announced that staff will continue working from home through the end of 2020, and she provided an update on staffing, the impact of COVID-19 on Peninsula Clean Energy’s (PCE) load, and the technical study initiated by the City of Los Banos. Jan reported on Requests for Offers (RFOs) that have been issued, updates to the Joint Rate Mailer, and upcoming meetings with California Public Utility Commission (CPUC) Commissioners.

3. CITIZENS ADVISORY COMMITTEE REPORT

Desiree Thayer—Chair—reported that the Citizens Advisory Committee (CAC) received updates from staff on Power Resources, Community Grants programs, and spent the majority of their meeting on their Work Plan and assigning members to working groups.

Item 9 was moved up on the agenda to coincide with the CAC Report.

9. REVIEW PENINSULA CLEAN ENERGY CITIZEN ADVISORY COMMITTEE WORK PLAN

Desiree Thayer reported that in April 2020, PCE Staff identified project ideas to collaborate with the CAC, and the CAC grouped the project ideas into nine focus areas. The CAC formed nine Working Groups to align with those focus areas, and assigned CAC members and a Lead member to each Working Group. Desiree reviewed the focus of the Working Groups, and the CAC members assigned to each.

4. APPROVE INTEGRATED RESOURCE PLAN (IRP) FOR SUBMISSION TO CALIFORNIA PUBLIC UTILITIES COMMISSION (CPUC)

Siobhan Doherty—Director of Power Resources—reported that this item has a three-part authorization request: to approve results of the IRP analysis, authorize the CEO to submit any alternative portfolios, and delegate authority to the CEO to approve the final IRP report on behalf of the Board for submittal to the CPUC by September 1, 2020.

Siobhan presented background information on the IRP and reviewed the IRP submission process. Siobhan reviewed California's GHG (greenhouse gas) reduction goals and the Reference System Portfolio (RSP) resources being used to meet those GHG reduction goals. Siobhan reported that PCE is coordinating with three CCAs (Community Choice Aggregators) on modeling for the IRP, and she reviewed modeling requirements, IRP submission requirements, and next steps.

Board members discussed modeling, modeling requirements, GHG targets, how to meet goals on a time coincident basis, and how to achieve more aggressive GHG reduction goals.

Motion Made / Seconded: Lee / Rarback

Motion passed 20-0 (Absent: Pacifica, Redwood City)

5. APPROVE AN ADDITIONAL EXPENDITURE OF UP TO \$250,000 FOR PORTABLE BATTERY PROGRAM FOR MEDICALLY VULNERABLE CUSTOMERS

Peter Levitt—Associate Manager of Distributed Energy Resources (DER)—reviewed the previous program budget and outlined increases for the acquisition, storage, delivery of and training on batteries, the purchase of solar panels, and additional marketing, outreach, and enrollment support. Peter reviewed program priorities, vendor and product selection, the partnership with Hasset Hardware, non-profit outreach partners, and enrollment services.

Board members discussed the cost of batteries and timelines for delivery, program enrollment, outreach partners, customer authorization agreements and waivers, and how to monitor battery location and use.

PUBLIC COMMENT:

Mark Roest, Sustainable Energy, Inc.

Motion Made / Seconded: Lee / Bonilla

Motion passed 20-0 (Absent: Pacifica, Redwood City)

6. APPROVE BUILDING ELECTRIFICATION AWARENESS PROGRAM

KJ Janowski—Director of Marketing and Community Affairs—reviewed the Building Electrification Awareness and Education program and presented information on the “Switch is On” campaign to raise awareness of electrification. KJ introduced the Gelfand Partners Team. reviewed the deliverables that are part of the program, and outlined the program budget.

Board members discussed workforce development and contractor training, reach codes, and community education.

Motion Made / Seconded: Bonilla / Parmer-Lohan

Motion passed unanimously 18-0 (Absent: Belmont, Colma, Pacifica, Redwood City)

7. APPROVE E-BIKE PROGRAM

Phillip Kobernick—Programs Manager—outlined the E-Bikes rebate program for low income residents. Phillip reviewed program components including a rebate of up to 80% of purchase price, bike vendor enrollment, partnerships, incentives, and performance measurement. He detailed customer eligibility and the program budget.

Board members discussed the budget, customer eligibility measurements and income gaps.

Motion Made / Seconded: Lee / Daus-Magbual

Motion passed unanimously 19-0 (Absent: Belmont, Pacifica, Redwood City)

8. CREATE A BOARD PROCEDURE FOR APPOINTING A CITIZENS ADVISORY COMMITTEE (CAC) LIAISON AND ALTERNATE, FOLLOWED BY APOINTMENT OF NEW CAC LIAISONS

Jeff Aalfs reviewed procedural options for appointing a Board liaison to the CAC. Jeff asked for interested Board members to contact him directly, and he proposed making the appointment at the next Board meeting.

PUBLIC COMMENT:

Michael Closson

Motion Made for Chair to appoint Liaison and Alternate annually / Seconded: Lee / Mahanpour

Motion passed unanimously 19-0 (Absent: Belmont, Pacifica, Redwood City)

10. BOARD MEMBERS' REPORTS

None.

ADJOURNMENT

Meeting was adjourned at 8:52 p.m.