



**REGULAR MEETING of the Board of Directors of the
Peninsula Clean Energy Authority (PCEA)
Saturday, September 26, 2020
MINUTES**

Peninsula Clean Energy
Video conference and teleconference
8:30 a.m.

CALL TO ORDER

Meeting was called to order at 8:37 a.m.

ROLL CALL

Present: Dave Pine, County of San Mateo
Carole Groom, County of San Mateo
Jeff Aalfs, Town of Portola Valley, *Chair*
Rick DeGolia, Town of Atherton, *Vice Chair*
Julia Mates, City of Belmont
Donna Colson, City of Burlingame
Roderick Daus-Magbual, City of Daly City
Carlos Romero, City of East Palo Alto
Harvey Rarback, City of Half Moon Bay
Laurence May, Town of Hillsborough
Betsy Nash, City of Menlo Park
(Catherine Carlton joined after Consent vote)
Wayne Lee, City of Millbrae
Deirdre Martin, City of Pacifica
Ian Bain, City of Redwood City
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

Staff: Jan Pepper, Chief Executive Officer
Andy Stern, Chief Financial Officer
Leslie Brown, Director of Customer Care

Rafael Reyes, Director of Energy Programs
Joseph Wiedman, Director of Legislative and Regulatory Affairs
KJ Janowski, Director of Marketing and Community Affairs
Kirsten Andrews-Schwind, Senior Manager of Community Relations
Jerry Gottheil, Marketing Communications Manager
Siobhan Doherty, Director of Power Resources
David Silberman, General Counsel
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:

Tim Bussiek

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA ITEMS

Motion Made / Seconded: May / Lee

Motion passed 18-0 (Absent: Brisbane, Colma, East Palo Alto, Foster City)

REGULAR AGENDA

8:45 – 8:50 a.m. CITIZEN ADVISORY COMMITTEE REPORT

Desiree Thayer—Chair—reported that the Citizen Advisory Committee (CAC) is identifying topics for future public forums, and the Equity Work Group is developing a Peninsula Clean Energy statement on equity to bring to the Board.

8:50 – 9:30 a.m. STRATEGIC PLAN UPDATE

- REVIEW AND DISCUSSION OF STRATEGIC PLAN DASHBOARD

Jan Pepper—Chief Executive Officer—provided an update on implementation of the Strategic Plan, introduced the Strategic Plan Dashboard of metrics, and reported that staff developed work plans to support strategic plan goals, objectives and key tactics. Jan reviewed organizational priorities, the measurement period, and metrics definitions.

Siobhan Doherty—Director of Power Resources—reviewed priorities for power resources, the measurement period and metrics definitions.

Joseph Wiedman—Director of Legislative and Regulatory Affairs—reviewed priorities for public policy, the measurement period and metrics definitions.

Rafael Reyes—Director of Energy Programs—reviewed priorities for community energy electrification programs in transportation and buildings, the measurement periods and metrics

definitions.

KJ Janowski—Director of Marketing and Community Affairs—reviewed priorities for marketing and customer care, the measurement period, and metrics definitions.

Andy Stern—Chief Financial Officer—reviewed priorities for financial stewardship, the measurement period and metrics definitions.

Jan pepper reviewed priorities for organizational excellence, the measurement period and metrics definitions.

Board members discussed the metrics under each of the strategic plan objectives, setting interim goals to achieve long-term targets, and collaboration with CalCCA (California Community Choice Association).

PUBLIC COMMENT:

J. Donahue

9:30 – 10:10 a.m. HIGH LEVEL REVIEW AND DISCUSSION OF MARKET RESEARCH RESULTS

KJ Janowski reviewed topline results and highlights from recent market research to assess awareness and perception of Peninsula Clean Energy among San Mateo County residents. KJ reported that responses showed 34% total brand awareness, and of those who are aware 63% have a favorable perception. KJ reviewed energy provider priorities identified by respondents, and reviewed opportunities to improve awareness and perception.

KJ reviewed awareness and perceptions of EVs (Electric Vehicles) and building electrification, reporting on the motivators and barriers, appliance priorities and perceptions, and educational opportunities.

Board members discussed reach codes, future tours of electric buildings and demonstrations of induction cooktops, potential video demonstrations and educational opportunities.

PUBLIC COMMENT:

Tim Bussiek

10:07 – 10:15 a.m. BREAK

10:15 – 11:00 a.m. FINANCIAL UPDATE

Andy Stern reviewed key assumptions in the Fiscal Year (FY) 2020-2021 approved budget and 5-year plan, including PG&E generation rates, PCIA (Power Charge Indifference Adjustment) increases, energy prices, and electricity load. Andy reported on total cash, expenses, and Unrestricted Days Cash on Hand, and reviewed a revised 5-year outlook, and a 10-year financial projection.

Conclusions included a recommendation to maintain program activities and commitments at current levels for now, and a proposed “trigger” to scale back program activities and/or commitments if it

appears that Unrestricted Days Cash on Hand drop below 200 in the following fiscal year. Andy outlined the program spending approval process, program budget process, and reviewed programs approved by the Board as of June 30, 2020.

Board members discussed energy forecasts, PCIA, Days Cash on Hand, credit ratings, and continued investing in programs.

PUBLIC COMMENT:

Tom Kabat

11:00 – 11:45 a.m. REVIEW OF APPROVED COMMUNITY ENERGY PROGRAMS AND BUDGETS/ALLOCATION

Rafael Reyes reviewed the programs roadmap and the approved budget by major area of focus. He outlined programs relating to resilience, transportation including electric vehicles and EV charging, new and existing building electrification, and compared program costs with GHG (greenhouse gas) emissions reductions.

Board members discussed EVITP (Electric Vehicle Infrastructure Training Program), GHG emissions reductions, EV charging infrastructure, adoption of reach codes and upgrading climate action plans.

PUBLIC COMMENT:

Tim Bussiek

11:45 – 12:00 p.m. CONCLUSIONS AND WRAP-UP

Jan Pepper thanked the Board and attendees, and announced that the strategic plan dashboard will be updated yearly. Jeff Aalfs thanked the staff, Executive Committee, Board, and all attendees, and Board members expressed their thanks as well.

ADJOURNMENT

Meeting was adjourned at 11:51 a.m.