



**REGULAR MEETING of the Board of Directors of the
Peninsula Clean Energy Authority (PCEA)
Thursday, December 14, 2017
MINUTES**

Peninsula Clean Energy
2075 Woodside Road, Redwood City, CA 94061
6:30 p.m.

CALL TO ORDER

Meeting was called to order at 6:38 p.m.

ROLL CALL

Present: Dave Pine, County of San Mateo, *Chair*
Jim Eggemeyer, County of San Mateo
Jeff Aalfs, Town of Portola Valley, *Vice Chair*
Rick DeGolia, Town of Atherton
Carlos Romero, City of East Palo Alto
Elizabeth Cullinan, Town of Hillsborough
Catherine Carlton, City of Menlo Park
Wayne Lee, City of Millbrae
John Keener, City of Pacifica
Marty Medina, City of San Bruno
Rick Bonilla, City of San Mateo
Pradeep Gupta, City of South San Francisco
Daniel Yost, Town of Woodside

Absent: City of Belmont
City of Brisbane
City of Burlingame
Town of Colma
City of Daly City
City of Foster City
City of Half Moon Bay
City of Redwood City
City of San Carlos

Staff: Jan Pepper, Chief Executive Officer
Jay Modi, Director of Finance and Administration
Siobhan Doherty, Director of Power Resources

Joseph Wiedman, Director of Regulatory and Legislative Affairs
Leslie Brown, Manager of Customer Care
Kirsten Andrews-Schwind, Communications and Outreach Manager
Eric Wiener, Renewable Energy Analyst
TJ Carter, Marketing Associate
Alejandra Posada, Outreach Fellow
David Silberman, General Counsel
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO

A quorum was achieved at 6:57 p.m.

PUBLIC COMMENT:

Diane Bailey, Menlo Spark
Ted Howard, Citizens Advisory Committee

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA ITEMS

Jan Pepper—CEO—requested to pull item 14 from the Consent Agenda.

Motion Made / Seconded: Lee / Bonilla

Motion passed unanimously 12-0 (Absent: Belmont, Brisbane, Burlingame, Colma, Daly City, Foster City, Half Moon Bay, Menlo Park, Redwood City, San Carlos.)

14. AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO ADJUST ALL 2018 PCE RATES, AS NECESSARY, AFTER PG&E'S NEW RATES HAVE BEEN CONFIRMED IN MARCH 2018, TO PROVIDE A 5% DISCOUNT COMPARED TO PG&E'S GENERATION RATES (MODIFIED)

Jan Pepper—CEO—reviewed the resolution and, whereas PG&E's rate change is being moved from January 1, 2018 to March 1, 2018, she recommended changing the resolution to reflect the March 1, 2018 date, and requested that the Board approve the resolution with that change.

Motion Made / Seconded: Yost / DeGolia

Motion passed unanimously, as amended 12-0 (Absent: Belmont, Brisbane, Burlingame, Colma, Daly City, Foster City, Half Moon Bay, Menlo Park, Redwood City, San Carlos.)

REGULAR AGENDA

1. CHAIR REPORT

Dave Pine—Chair—reported that Dan Lieberman will be leaving Peninsula Clean Energy (PCE). Dave announced that he will bring a proposal to the January 2018 meeting for policies on electing the Board Chair, Vice Chair, and appointing committees. Jeff Aalfs—Vice Chair—reported that he attended the Citizens Advisory Committee meeting, and encouraged Board members to attend future meetings.

2. CEO REPORT

Jan Pepper—Chief Executive Officer—reported that Dan Lieberman would be leaving PCE effective December 19, but he'll remain in the Community Choice Aggregator (CCA) family as he will take a position at East Bay Community Energy. Jan reported that an offer was made for the Key Accounts Executive position, interviews are taking place for the Power Resources Manager and Creative Content Designer, and that PCE hopes to hire an Energy Program lead in January 2018.

Jan reported that PG&E's rate increase has been delayed until March 1, 2018, so PCE's rate change has been put on hold until then. She announced a Special Meeting of the Board on January 12 for Pradeep Gupta's presentation on 100% renewable resources on the grid, and a meeting with CPUC Commissioner Rechtschaffen on January 16, 2018.

3. CITIZENS ADVISORY COMMITTEE REPORT

Michael Closson—Chair of the Citizens Advisory Committee (CAC)—reported that CAC members are interested in supporting local programs, so they've developed a combined report on programs being done by Municipalities, Investor Owned Utilities, and CCAs, which they would like to present to the Board in January. He thanked Jeff Aalfs for attending their meeting and invited other Board members to attend.

4. AUDIT AND FINANCE COMMITTEE REPORT

Carlos Romero—Audit and Finance Committee member—reported that the Committee reviewed the audit with the auditors, and discussed the draft Investment Policy. He reported that the Committee wanted to take more time to research the investment policy, investment guidelines, and risk management.

5. ACCEPT ANNUAL AUDIT REPORT

Jan Pepper introduced Matt Brewer and Brett Bradford, the auditors from Pisenti & Brinker. Brett Bradford announced that the audit was complete, and they have a clean opinion with no findings. He reported that everything looked good for the years they audited, which were fiscal years 2016 and 2017.

Motion Made / Seconded: Lee / Carlton

Motion passed unanimously 13-0 (Absent: Belmont, Brisbane, Burlingame, Colma, Daly City, Foster City, Half Moon Bay, Redwood City, San Carlos.)

6. ADOPT INVESTMENT POLICY

Jan Pepper withdrew the Investment Policy from the agenda, to move it to a future meeting after the Audit and Finance Committee has finalized the policy for the Board.

7. ADOPT POLICY ON ENERGY SUPPLY PROCURMENT AUTHORITY

Jan Pepper reported that PCE missed an opportunity to purchase energy at a very favorable price because a special meeting of the Board couldn't be organized quickly enough. She reported that the proposed Policy on Energy Supply Procurement Authority was reviewed with the Executive Committee on Monday, December 11, 2017. A revised version of the policy was reviewed.

Motion Made / Seconded: Gupta / Lee

Motion passed unanimously, as amended 13-0 (Absent: Belmont, Brisbane, Burlingame, Colma, Daly City, Foster City, Half Moon Bay, Menlo Park, Redwood City, San Carlos.)

8. APPROVE INTEGRATED RESOURCE PLAN (IRP)

Siobhan Doherty—Director of Power Resources—reported that PCE's IRP outlines guidelines to meet PCE's goals, which is separate from the regulatory IRP guidelines being created by the CPUC. She reviewed the highlights and details of the IRP through her PowerPoint presentation, and announced that PCE will issue a Request for Proposals (RFP) for renewables and storage in January 2018.

Motion Made / Seconded: Aalfs / Carlton

Motion passed unanimously 13-0 (Absent: Belmont, Brisbane, Burlingame, Colma, Daly City, Foster City, Half Moon Bay, Menlo Park, Redwood City, San Carlos.)

PUBLIC COMMENT

Michael Closson

9. MARKETING AND OUTREACH REPORT

Dan Lieberman—Director of Marketing and Public Affairs—reviewed the written report. TJ Carter—Marketing Associate—reported on an Op Ed schedule for 2018. Kirsten Andrews-Schwind—Communications and Outreach Manager—reported on outreach small grants pilot projects.

10. REGULATORY AND LEGISLATIVE REPORT

Joe Wiedman—Director of Legislative and Regulatory Affairs—reported on recent filings.

11. BOARD MEMBERS' REPORTS

No reports.

ADJOURNMENT

Meeting was adjourned at 8:55 p.m.