



CAC Item C7
Staff Report Item 13

TO: East Bay Community Energy Board of Directors

FROM: Annie Henderson, VP of Marketing and Account Services

SUBJECT: Extension of Temporary Revision to Terms and Conditions Section "Failure to Pay" and Temporary Suspension of Delinquent Accounts and Collections Policy (Action Item)

DATE: June 17, 2020

Recommendation

Adopt a Resolution to Extend the Temporary Suspension of Certain Customer Terms and Conditions and Administrative Policies for an Additional Period of 90 Days During the COVID-19 **Pandemic, and extend the suspension of the "Failure to Pay" section of the Service Terms and Conditions of the Delinquent Accounts and Collections Policy for an additional 90 days.**

Background and Discussion

On March 18, 2020, the Board approved a resolution temporarily increasing the signing authority of the chief executive officer for a period of 90 days to maintain operations during the COVID-19 pandemic. The resolution also included the following:

- Section 2. For a period of 90 days, the Board hereby authorizes the CEO to suspend the following customer terms and conditions and administrative policies:**
- (a) Customer terms and conditions related to 'Failure to Pay' and**
 - (b) Delinquent Accounts and Collections Policy.**

That period of 90 days will end on June 16, 2020.

EBCE would like to extend the suspension of the "Failure to Pay Section" of the Service Terms and Conditions of the Delinquent Accounts and Collections Policy for an additional 90 days, through September 14, 2020.

Staff will bring this item back to the Board at its September meeting to determine if another extension is necessary and appropriate.

Financial Impacts

The financial impact is minimal given the limited pool of customers who would be eligible for return to PG&E and for collections.

Attachments

- A. Resolution to Extend the Temporary Suspension of Certain Customer Terms and Conditions and Administrative Policies for an Additional Period of 90 days during the Covid-19 Pandemic
- B. P-2018-4 Delinquent Accounts and Collections Policy

RESOLUTION NO. R-2020 -

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE EAST BAY COMMUNITY ENERGY AUTHORITY TO EXTEND THE TEMPORARY SUSPENSION OF CERTAIN CUSTOMER TERMS AND CONDITIONS AND ADMINISTRATIVE POLICIES FOR AN ADDITIONAL PERIOD OF 90 DAYS DURING THE COVID-19 PANDEMIC

WHEREAS **The East Bay Community Energy Authority (“EBCE”)** was formed as a **community choice aggregation agency (“CCA”)** on December 1, 2016, Under the Joint Exercise of Power Act, California Government Code sections 6500 *et seq.*, among the County of Alameda, and the Cities of Albany, Berkeley, Dublin, Emeryville, Fremont, Hayward, Livermore, Piedmont, Oakland, San Leandro, and Union City to study, promote, develop, conduct, operate, and manage energy-related climate change programs in all of the member jurisdictions. The cities of Newark and Pleasanton, located in Alameda County, along with the City of Tracy, located in San Joaquin County, were added as members of EBCE and parties to the JPA in March of 2020.

WHEREAS, in December 2019, an outbreak of respiratory illness due to a novel coronavirus (a disease now known as COVID-19), was first identified in Wuhan City, Hubei Province, China, and has spread outside of China, impacting more than 75 countries, including the United States; and WHEREAS, since the federal Centers for **Disease Control and Prevention (“CDC”)** confirmed the **first possible case of** community spread of COVID-19 in the United States on February 26, 2020, there has been a significant escalation of United States domestic cases and deaths from COVID-19; and

WHEREAS, on March 4, 2020, Gavin Newsom, Governor of the State of California, proclaimed a state of emergency to exist in California due to the spread of COVID-19; and

WHEREAS, on March 13, 2020, the President of the United States declared a national state of emergency due to COVID-19; and

WHEREAS, as of June 1, 2020, the California Department of Public Health reported a total of 113,006 cases and 4,251 fatalities in the state; and,

WHEREAS, as of June 2, 2020, the State of California remains under Executive Order to Shelter in Place, with some limited re-opening of businesses; and

WHEREAS, many EBCE customers continue to face ongoing economic hardships as fall out the COVID-19 global health pandemic; and

WHEREAS, on March 18, 2020, the Board of Directors resolved to temporarily suspend, for a period of 90 days, certain customer terms and conditions and administrative policies associated with collections and customer payments; and

WHEREAS, EBCE desires to extend the temporary suspension of certain customer payment obligations.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE EAST BAY COMMUNITY ENERGY AUTHORITY DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. For a period of an additional 90 days, the Board hereby authorizes the CEO to suspend the following customer terms and conditions and administrative policies:

(a) Customer terms and conditions related to ‘Failure to Pay’ and

(b) Delinquent Accounts and Collections Policy.

Section 2. Unless extended by the Board, this Resolution shall expire and be of no further force or effect 90 days after the date of its adoption (September 14, 2020), at which point the approve terms and policy shall resume to be effective.

ADOPTED AND APPROVED this 17th day of June 2020.

Dan Kalb, Chair

ATTEST:

Stephanie Cabrera, Clerk of Board



POLICY NO. 2018 - 4
Delinquent Accounts and
Collections

Agenda: February 7, 2018
Item No.: 7
Resolution: No Resolution
associated with policy

Subject: Delinquent Accounts and Collections Policy

Policies:

Delinquent Accounts:

Pursuant to Electric Rules 8 and 11, Pacific Gas & Electric (PG&E) uses the following process to determine past due accounts and the necessary action:

Residential Accounts		Non-Residential Accounts	
Day 1 - Issuance of Bill	Customer Receives Bill	Day 1 - Issuance of Bill	Customer Receives Bill
Day 22	Past Due	Day 18	Past Due
Day 27 - 33	15 Day Notice on Next Bill	Day 21	7 Day Notice Delivered
Day 41-47	48 Hour Notice via Mail	Day 29	24 Hour Phone Call or In Person Notice
Day 45 - 51	24 Hour Phone Call or In Person Notice	Day 32	Account is Eligible for Disconnection
Day 50-56	Account is Eligible for Disconnection		

Aging Accounts:

All EBCE accounts, whether Residential or Non-Residential, identified in the month aging accounts receivable report, as provided by PG&E, with outstanding balances over 90 days or more are eligible to be returned to PG&E.

EBCE Residential customer accounts exceeding \$250 in charges overdue for more than 90 days will be sent a late payment notification by EBCE. The customer will be provided 60 days to pay or make payment arrangements. If payment in full is not received within 60 days from the date of notification, or the terms of an activated payment arrangement are not fulfilled, the EBCE customer account may be closed and returned to PG&E bundled generation service on the next account meter read date.

Residential customers returned to PG&E will be charged the applicable EBCE opt-out fee.

EBCE Non-Residential customer accounts exceeding \$500 in aggregate in unpaid charges for 60 days or more will be sent a late payment notification by EBCE. The customer will be provided 30 days to pay or make payment arrangements. If payment in full is not received within 30 days of the date of notification, or the terms of an activated payment arrangement are not fulfilled, the EBCE customer account may be closed and returned to PG&E bundled generation service on the next account meter read date. Non-residential customers returned to PG&E will be charged the applicable EBCE opt-out fee.

Collections:

Closed East Bay Community Energy accounts with overdue amounts greater than \$100 may be referred to a collection agency. Amounts \$100 or less may be written off. PG&E may close customer accounts before payment delinquencies bring them to the attention of EBCE operations. When PG&E closes customer accounts, these accounts are also closed in the EBCE program. In these cases, the thresholds outlined in the preceding paragraphs apply in either referring closed accounts to collections or writing off balances.