



Staff Report Item 6

TO: East Bay Community Energy Board of Directors

FROM: Inder Khalsa, General Counsel
Bruce Jensen, Alameda County Community Development Agency

SUBJECT: Community Advisory Committee Scope

DATE: March 15, 2017

Recommendations

Approve Resolution _____ approving the Community Advisory Committee Scope, as a component of the Community Advisory Committee “work plan” as provided in EBCE Joint Powers Agreement Section 4.9.

Analysis and Discussion

Section 4.9 of the EBCE Joint Powers Agreement provides for the creation of the Community Advisory Committee (CAC) and broadly describes the roles and responsibilities of the CAC, as follows:

4.9 Community Advisory Committee.

The Board shall establish a Community Advisory Committee (CAC) consisting of nine members, none of whom may be voting members of the Board. The function of the CAC shall be to advise the Board of Directors on all subjects related to the operation of the CCA Program as set forth in a work plan adopted by the Board of Directors from time to time, with the exception of personnel and litigation decisions. The CAC is advisory only, and shall not have decision-making authority, or receive any delegation of authority from the Board of Directors. The Board shall publicize the opportunity to serve on the CAC, and shall appoint members of the CAC from those individuals expressing interest in serving, and who represent a diverse cross-section of interests, skill sets and geographic regions. Members of the CAC shall serve staggered four-year terms (the first term

of three of the members shall be two years, and four years December 1, 2016 -11- thereafter), which may be renewed. A member of the CAC may be removed by the Board of Directors by majority vote. The Board of Directors shall determine whether the CAC members will receive a stipend and/or be entitled to reimbursement for expenses.

The Chair of the CAC will serve as a non-voting “Ex Officio Board Member” pursuant to Joint Powers Agreement Section 4.2.2.

A component of the “work plan” described in the Joint Powers Agreement would be a Community Advisory Committee Scope to guide and focus the CAC in their duties/activities. In developing the attached Scope, staff reviewed the Scopes of similar advisory bodies for Peninsula Clean Energy, Sonoma Clean Power, and Valley Clean Energy and developed the attached Scope for the EBCE CAC. The Scope includes the following duties and activities for the CAC:

1. Work on defined objectives as directed by the Board.
2. Review and comment on EBCE budget and rates, policies and programs.
3. Help the Board to identify issues of concern and opportunities to educate community members about the EBCE.
4. Serve as an information-channel back to stakeholder groups, colleagues and EBCE communities.
5. Represent the diverse views of EBCE constituencies in their comments and recommendations.
6. Other duties or tasks, as the Board shall determine in its sole discretion.

Staff is recommending that the Board approve the Scope. Staff will be presenting additional “work plan” items to the Board over the next several months, including the question

Additional Issues to Consider:

- **Stipend.** The Board may consider providing a stipend to CAC members for attending CAC meetings or for the attendance of the Ex Officio Board Member at EBCE Board Meetings.
- **Funding and Support:** The Board may consider funds for special projects as recommended and supported by the CAC and EBCE staff. Funding approvals will be made on a case-by case basis and shall not exceed a total of \$50,000 per year.
- **Regular Reports to Community Advisory Committee.** EBCE staff or the Chief Executive Officer may provide periodic reports to the Community Advisory Committee on the operations of the Authority.

Fiscal Impact:

The EBCEA Board will be asked to consider if a stipend will be provided for CAC members for their participation in the regularly scheduled EBCEA Board meetings. Costs associated with special projects and staffing the CAC are unknown.

Attachments:

6A: Resolution Adopting CAC Scope

Exhibit 1: Community Advisory Committee Scope