*Draft Minutes*

*Special Meeting*

Community Advisory Committee Meeting
Monday, September 24, 2018
7:00 pm
City of San Leandro
Sister Cities Gallery
835 E. 14th Street,
San Leandro, CA 94578

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the meeting materials, should contact the Clerk of the Board at least 2 working days before the meeting at (510) 736-4981 or Scabrera@ebce.org.

If you have anything that you wish to be distributed to the Committee, please hand it to the clerk who will distribute the information to the Committee members and other staff. Please bring at least 15 copies.

1. Welcome & Roll Call
   Present: Members: Chambers, Franch, Landry, O’Connell, Pacheco (Alternate), Padilla, Sutter, Thomas, Vice-chair O’Neil and Chair Eldred

2. Public Comment
   This item is reserved for persons wishing to address the Committee on any EBCE-related matters that are not otherwise on this meeting agenda. Public comments on matters listed on the agenda shall be heard at the time the matter is called. As with all public comment, members of the public who wish to address the Committee are customarily limited to three minutes per speaker. The Committee Chair may increase or decrease the time allotted to each speaker.

AGENDA

3. Approval of Minutes from July 16, 2018
   Member Thomas motioned to approve the July 16, 2018 minutes. Member Franch seconded the motion which carried 8/0/1; Excused: Members Chambers and Landry; Abstained: Vice-Chair O’Neil
4. **Chair’s report**

The Chair discussed:
New staff members:
   A. Todd Edmister, Director of Regulatory Affairs; and
   B. Samantha Weaver, Regulatory Analyst

The Chair requested that the October meeting be held in the city of Fremont or in south county.

The Chair requested an update on options to conduct interactive CAC meetings and requested information on website updates to alleviate meeting confusion.

5. **Approval of CAC procedures (Action Item)**

   Member Sutter motioned to adopt the CAC procedures as written. Member O’Connell seconded the motion which carried 8/0: Excused: Members: Chambers and Landry

6. **New CAC members**

   The CAC is currently recruiting for new a CAC Alternate and will distribute

7. **Disadvantaged Community Solar**

   The Committee requested clarity on:
   A. Participation in program
   B. Types of dwellings that can qualify
   C. CPUC potential funding for program
   D. Program offerings and incentives

   Member Landry arrived at 7:45 pm.

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**Board of Directors’ 9/26/18 REGULAR AGENDA**

8. **Approval of Minutes from July 18, 2018**

9. **CEO REPORT** (Informational Item)
   A. Executive Committee Meeting;
   B. Marketing and Outreach update;
   C. Local Development Business Plan Update; and
   D. Update on Opt-out

   Al Weinrub - Spoke regarding the Community’s desire to provide input in the Director of Local Development job announcement and interview process.
The CAC also requested the ability to provide input in the interview process and that the application period be longer than 2 weeks.

10. **Community Advisory Committee Report**

The CAC did not discuss. The Chair will provide the report to the Board of Directors at the Wednesday, 9/26/18.

11. **Treasurer’s Report**

Receive report on EBCE Financials.

The CAC did not discuss.

12. **Legislative and Regulatory Update (Informational Item)**

Receive an update on the 2018 California Legislative session.

Thanked staff for reaching our and identifying opportunities for the CAC to support and participate in regulatory advocacy.

The Committee discussed:

A. Complexity of the PCIA ruling
B. Requested information on Board members who have submitted comment

**Al Weinrub** - Spoke regarding the need for the community to send correspondence to Local and state legislator and the commissioners.


Review and approve a policy on EBCE co-branded marketing materials.

The CAC requested that the co-branded PG&E flyer include Renewable 100 product offering.

**Mark Hall** - Spoke regarding a potential co-branding opportunity and requested to discuss further co-branding opportunities with staff.

14. **Rate setting Protocol (Action Item)**

Authorize EBCE staff to ministerially modify EBCE rate schedules as needed to be consistent with the rate objectives established by the Board in setting rates, and work with the billing services vendor to implement any rate adjustments so that all EBCE customers receive the published value proposition for the service level they receive. Staff will report to the Board in advance of, and at the Board meeting immediately following, any adjustments to the rate schedules.

The Committee requested more information on when the CAC will weigh in on the residential rates.
15. **Carbon emission benchmarking and Accounting Methodology (Informational Item)**
   Receive information regarding EBCE’s Carbon emissions benchmarking and Accounting methodologies.

   The committee disused:
   A. Carbon accounting methods- Recommended using the climate registry methodology and/or the LSE Method.

16. **Auditor Appointment (Action Item)**
   **Approve the following recommendations:**
   1. Adopt a resolution appointing Pisenti & Brinker LLP to complete the audit of EBCE’s annual financial statements for the years ending June 30, 2017 and June 30, 2018.
   2. Approve an agreement with Pisenti & Brinker, LLP for audit services in the amount of $11,250, for a term ending 6/30/19.

   The CAC did not discuss.

17. **Amendments to the Joint Powers Agreement (Action Item)**
   Discuss proposed amendments to the East Bay Community Energy Joint Powers Agreement (JPA) and Direct staff to bring back proposed language relating to proposed JPA amendments.

   The CAC did not discuss. There are currently no proposed amendments.

18. **Approve EBCE application for voluntary enrollment in the California State Disability Insurance Program (Action Item)**
   Adopt a resolution to allow East Bay Community Energy (EBCE) to submit an application to voluntarily enroll in the California State Disability Insurance program to provide EBCE employees’ access to Paid Family Leave and State Disability Insurance coverage.

19. **Committee Member and Staff Announcements including requests to place items on future Committee Agendas**

   Staff announced that the audit is underway.

   Member Landry requested clarification on the creation and noticing of ad hoc committees and would like to limit the use of ad hoc committees.

   Member Padilla asked staff if an updated pro-forma will be provided that includes the PCIA scenarios.

20. **Adjourned**