

MINUTES OF THE VALLEY CLEAN ENERGY ALLIANCE
Advisory Committee Meeting
August 29, 2017

The meeting of the Advisory Committee (AC) of the Valley Clean Energy Alliance meeting began at 5:00pm in the Community Services Conference Room at 292 West Beamer Street, Woodland, CA.

Committee Members Present: Mark Aulman, Marsha Baird, Amanda Beck, Gerry Braun, Tom Flynn, Yvonne Hunter, Lorenzo Kristov, Christine Shewmaker.

Staff Members Present: Regina Espinoza, Emily Henderson, Mitch Sears.

Committee Members Absent: David Springer

1. Welcome and Roll Call

Meeting called to order at 5:05pm.

2. Approval of Agenda

Members approved meeting agenda. Yvonne Hunter moved, Marsha Baird seconded. Approved unanimously.

3. Public Comment

No public comment.

4. Staff and Sub-committee Reports

- Gerry Braun recommended that committee members read the package for the 8/31 Board meeting and attend, in lieu of an update from Mitch Sears at this meeting.
- Mitch Sears informed the committee of a potential legislation initiative to freeze CCA development. Five committee members offered to help as needed: Amanda Beck, Tom Flynn, Yvonne Hunter, Lorenzo Kristov and Christine Shewmaker. M. Sears will send updates to the committee as they are available.
- RFP sub-committee: L. Kristov provided updates from the sub-committee with respect to their review of proposals for service options. Attachment D from the staff report on out-sourced staffing and services for the 8/31 Board meeting (attached to minutes) summarizes their recommendations.
- C. Shewmaker asked why the recommendations for services were taken directly to Board and not brought to full committee for review first, as the recommendation seems like a different direction. G. Braun commented that in the future sub-committee recommendations would be brought first to the committee, but when the SMUD proposal came forward the full committee had not yet convened and there was a need to move the selection process forward.
- Vision Statement sub-committee: L. Kristov updated the committee. M. Aulman made an initial draft of the statement. Sub-committee will meet and bring a proposed vision statement to next committee meeting.

5. Approval of Minutes from August 22, 2017 Committee Meeting

Approval of Minutes was deferred to next meeting as several members had comments or changes. Members are requested to send corrections to R. Espinoza. In the future, members are requested to send comments one day prior to AC meeting to allow time for corrections to be made.

6. Discussion on Development of Draft Charge for the Advisory Committee

R. Espinoza provided a draft charge for committee review. Members discussed and made numerous comments and suggested revisions. G. Braun suggested that in the future it would be better to do detailed review of wording outside of committee meetings. Y. Hunter and G. Braun offered to take all comments and suggestions from meeting and revise the draft charge. G. Braun will present the revised draft charge at the 8/31 Board meeting.

7. Selection of Secretary/Minute Keeper

G. Braun recommended a role for the Secretary in preparing the Draft Charge and other AC reports to Board. Y. Hunter volunteered to work with G. Braun on the Draft Charge, but did not volunteer to serve as Secretary. L. Kristov suggested rotating the minute taking responsibilities and offered to prepare minutes for next meeting.

8. Long Range Calendar and Meeting Schedule

- Members discussed meeting monthly, timed around the Board meetings. The next Board meeting is September 20th, so members decided on Monday, September 11th at 5:30pm at Woodland Community and Senior Center for the next meeting. A regular meeting day and time will be set up in the future.
- Members discussed having one or both consultants at the next AC meeting to give an overview of the work they will be doing. M.Sears will coordinate with consultants.
- L. Kristov noted that the 8/31 Board Meeting agenda does not have an agenda item for AC updates. Staff will add a regular agenda item to future Board meetings.

9. Adjournment

Meeting adjourned at 6:40pm.

ACTION ITEMS from Meeting:

- Members to send any corrections to 8/22 Minutes to R. Espinoza.
- Vision Statement sub-committee to present draft Vision Statement at next AC meeting.
- G. Braun/Y. Hunter to incorporate changes to Draft Charge for presentation to Board.
- M. Sears to coordinate with consultants to provide briefing at next AC meeting.

Next Meeting: Monday, September 11, 2017 at 5:30pm at Woodland Community and Senior Center