

**VALLEY CLEAN ENERGY ALLIANCE
COMMUNITY ADVISORY COMMITTEE**

Staff Report - Item 5

TO: Community Advisory Committee
FROM: Alisa Lembke, Board Clerk/Administrative Analyst
SUBJECT: CAC October 22, 2020 Meeting Minutes
DATE: November 19, 2020

Recommendation

Receive, review and approve the attached October 22, 2020 meeting minutes.



**MINUTES OF THE VALLEY CLEAN ENERGY ALLIANCE
COMMUNITY ADVISORY COMMITTEE
MEETING
THURSDAY, OCTOBER 22, 2020
VIA TELECONFERENCE**

Chair Yvonne Hunter opened the Community Advisory Committee of the Valley Clean Energy Alliance in a meeting on Thursday, October 22, 2020 beginning at 4:01 p.m. via teleconference pursuant to the Provisions of the Governor's Executive Orders N-25-20 and N-29-20, which suspends certain provisions of the Brown Act and the Orders of the Public Health Officers with jurisdiction over Yolo County, to shelter in place and to provide for physical distancing.

Welcome and Roll Call

Committee Members Present: Yvonne Hunter (Chair), Marsha Baird (Vice Chair), Gerry Braun, Christine Shewmaker, Mark Aulman, Lorenzo Kristov, Jennifer Rindahl, Cynthia Rodriguez

Committee Members Absent: Christine Casey, Peter Meyer, *David Springer (*arrived at 5:45 p.m.)

Approval of Agenda Marsha Baird made a motion to approve the October 22, 2020 meeting Agenda, seconded by Jennifer Rindahl. Motion passed with Casey, Meyer and Springer absent.

Public Comment / Introductions There were no written or verbal public comments.

Brief task Group and VCE staff Reports **Task Group Reports** – No reports, CAC will discuss in Item 8.

10/8/2020 Board meeting summary: Interim General Manager Mitch Sears provided a brief summary of the Board's October 8, 2020 meeting: 1) James Marta & Company, VCE's auditing company, reported that VCE had a clean audit report for Fiscal Year 2019/2020 with no corrections or recommendations to VCE; 2) Board approved with some changes to the Strategic Plan and Environmental Justice Statement; and, 3) VCE Staff Gordon Samuel provided updates on the long term energy procurement process.

Staff Report: Mr. Sears informed those present that there is nothing additional to report. Items to be reviewed and discussed will be during the CAC's Regular Agenda.

There were no written or verbal public comments.

Consent Items Mark Aulman made a motion to approve the October 22, 2020 Consent Agenda items with the minor corrections made to Item 5 – September 24, 2020 meeting minutes, seconded by Gerry Braun. Motion passed unanimously with Casey, Meyer and Springer absent. The following items were:

1. approved September 24, 2020 meeting Minutes as amended;
2. received customer enrollment update as of October 14, 2020; and,
3. received adopted Environmental Justice Statement.



There were no written or verbal public comments.

**Item 8: 2020 Year
End Review –
Committee
Evaluation of
Calendar Year
Activities**

Ms. Baird introduced this item and asked each Task Group Chair to review their accomplishments, challenges, and opportunities for improvement. Ms. Baird informed the CAC that at their November meeting, members will discuss 2021 plans and recommendations from CAC members and Staff. In December, officers will be elected and task groups for 2021 will be determined. Ms. Baird provided a verbal summary of all of the projects and tasks that the CAC and Task Groups addressed in 2020. The CAC reviewed individual Task Group year-end reports as follows:

Leg/Reg Task Group: Yvonne Hunter informed those present that the Task Group worked smoothly and found a good rhythm working with Mark Fenstermaker of Pacific Policy Group, VCE's lobbyist consultant. The challenge for the Task Group has been how to share information with the CAC and the Board when things happen so quickly within the legislature. The Task Group will be updating the Legislative Platform to include aspects of the Strategic Plan and Environmental Justice Statement. In addition, the Task Group is looking to have more robust conversations on regulatory issues and updating the CAC on regulatory items.

Outreach Task Group: Mark Aulman informed those present that the Task Group performed their own SWAT analysis in an effort to be more proactive than reactive. The Task Group has been focusing on messaging format and this is reflected in VCE's outreach materials. The Task Group would like to find out from VCE's customers their needs and concerns to better understand the issues moving forward. They have been focusing on anticipated projects six (6) months out for planning purposes, which has been helpful. Lastly, working with VCE's new Director of Marketing and Customer Care, Rebecca Boyles, has been a positive experience.

Programs Task Group: Marsha Baird expressed that locating funding sources for programs has been a challenge and will be a challenge in the upcoming year due to the lack of Staff time. In addition, there is the challenge of adding programs into the mix with outreach/marketing projects. It has been positive that VCE Staff Tessa Tobar has tapped into other resources, such as learning other CCA programs, their successes, and challenges. The Task Group has been preparing a 3-year program plan that goes well with the recently adopted 3-year Strategic Plan. Christine Shewmaker emphasized that program funding is important moving forward and finding funding is a major challenge.

Strategic Plan Task Group: Gerry Braun acknowledged that the additional CAC members into the Group has been great by bringing in different perspectives. The Task Group reviewed the Strategic Plan (Plan) in parallel with Staff and Consultant, thereby providing a variety of input. There were not that many Task Group meetings due to time constraints, which is unfortunate, as Mr. Braun finds that holding several meetings provides the needed brain-storming and discussion of ideas. VCE Staff



George Vaughn expressed his gratitude to the Group and CAC for their feedback on the draft Plan was detailed and appreciated. He felt that the input was reflected well in the draft Plan.

Rates Task Group: Lorenzo Kristov informed those present that the Group met once where Mr. Sears introduced the idea of offering a new rate to customers and were able to briefly discuss and analyze the rates. More meetings are forthcoming.

The CAC discussed its past and future role with the Board and Staff. Ms. Baird will prepare a draft summary of the year to be presented to the CAC for their discussion at their November meeting. The draft Task Group reports will be finalized and attached to the summary with the idea of presenting a final 2020 year-end report to the Board at their December meeting.

10/8/2020 Board meeting summary: Interim General Manager Mitch Sears informed those present that 1) James Marta & Company provided a brief summary of the financial audit for FY2019/2020, and reported it was a clean audit report with no corrections or recommendations. In addition, the Board approved with changes the Strategic Plan and Environmental Justice Statement; and received an update on long term energy procurements.

There were no written or verbal public comments.

Item 9: Adopted Strategic Plan – Next Steps

VCE staff Mitch Sears and George Vaughn provided an overview of the changes to the Strategic Plan adopted at the Board’s October meeting. Staff informed the CAC that two objectives and a new section on “Timing, Measurement, & Updates” have been added. The Board will ratify the changes at their November meeting. Moving forward, Staff will develop and share a detailed timeline and action list with the Board and CAC.

There were no written or verbal public comments.

Item 10 – Receive quarterly power procurement / Renewable Portfolio Standard update (Informational)

VCE staff Gordon Samuel, along with SMUD staffer Bill Her, provided an overview of 2020 power procurement targets compared to the current load forecast. In addition, a snapshot of the year to date deliverables was provided highlighting the different renewable technologies procured. The CAC has requested similar updates to be provided quarterly. Mr. Samuel informed those present that resources will always be generating different amounts and so information will change. Information/updates will become more interesting when the long term procurements come on board but for now most information is on short term information.

It was requested that at a future meeting, staff provide a graph or something similar showing expected long term load in the procurement update.

There were no written or verbal comments.



**Item 11 – VCE
Customer Dividend
Program update
(Informational)**

Mr. Sears and Mr. Vaughn provided the background and highlights of the Dividend Program. Mr. Vaughn reviewed the Program’s guidelines, Board options, and factors to consider by the Board in determining the Fiscal Year (FY) 2020 Net Margin allocation. Staff will be providing detailed options to the Board at their November meeting and will seek a decision on the allocation.

There were no written or verbal comments.

**Item 12: Long Range
Calendar**

Chair Hunter reminded those present that due to the holidays the CAC’s upcoming meetings are scheduled for November 19th and December 17th. Upcoming items to be discussed are the CAC Charge and appointment of Chair and Vice Chair.

David Springer arrived at 5:45 p.m.

There were no written or verbal comments.

**Advisory Committee
Member and
Announcements**

There were no CAC Member announcements.

Mr. Sears informed those present that Shawn Marshall of LEAN Energy has accepted a position and will be leaving LEAN Energy. She is going to work for Calpine CCA to expand their CCA business. Chair Hunter on behalf of the CAC asked that Mr. Sears share with her the CAC’s appreciation for all of her assistance with VCE.

Mr. Sears announced that with VCE’s next payment to SMUD, VCE will have paid off the deferred payments for their services.

Mr. Sears announced that VCE Staff George Vaughn will be leaving at the end of the year and his position as Director of Finance and Internal Operations has been advertised.

Christine Shewmaker informed those present that an interesting article was published on the different ways to reduce carbon and land management – ideas that VCE should keep in mind when reviewing Power Purchase Agreements. She will forward a copy of the article link to the Board Clerk for distribution.

**Adjournment to
Next Meeting**

The meeting adjourned at 5:51 p.m. to the next regular scheduled CAC meeting for Thursday, November 19, 2020 at 5 p.m. via teleconference.

Alisa M. Lembke
Board Clerk/Administrative Analyst