



## **Community Advisory Meeting**

Monday, October 30, 2017

7:00 pm

Community Development Agency

224 W. Winton Avenue, Room 109, Hayward, CA

# **DRAFT**

## **Summary Minutes**

*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) 670-5936 or [Scabrera@ebce.org](mailto:Scabrera@ebce.org).*

*If you have anything that you wish to be distributed to the Board please hand it to the clerk who will distribute the information to the Board members and other staff*

### **1. Welcome & Roll Call Present:**

Members: DeVar, Landry, Platt, Rames, O'Neil, Vice-chair Gigliotti and Chair Eldred  
Excused: Members: Chambers and Padilla

### **2. Pledge of Allegiance**

### **3. Public Comment**

*This item is reserved for persons wishing to address the Board 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 Board are customarily limited to three minutes per speaker.*

**Barbara Stebbins** – Invited the community to attend East Bay Clean Power Alliance's Clean Power Healthy Communities Conference, 10th anniversary celebration and book release celebration on 11/16/17 – 11/17/17

The CEO invited the CAC to attend the Community Choice Summit on November 11/14/17 -11/16/17

## **CONSENT AGENDA**

### **4. Approval of Minutes:**

- **September 18, 2017**  
**Chair Eldred motioned to approve the September 18, 2017 minutes. Member Platt seconded the motion which carried 5/0; Excused Members: Chambers, DeVar, Padilla, and Vice-chair Gigliotti**
  
- **October 16, 2017**  
**Chair Eldred motioned to approve the 10/16/17 minutes. Member O'Neil seconded the motion which carried 5/0; Excused: Chambers, DeVar, Padilla, and Vice-chair Gigliotti**

## **REGULAR AGENDA**

### **5. Chair's Report**

The Chair summarized the CAC recommendations presented to the Board at the 10/18/17 Director's meeting and thanked the CEO for his responsiveness to community feedback

**Barbara Stebbins** – Spoke in support of a community advisory committee member sitting on the Wholesale Energy RFP interviews.

### **6. More than Smart Informational Update (Informational Item)**

CEO provided the CAC with a list of vendors working with More than Smart on the LDBP review.

The CAC will review the list and provide any comments or suggestions to staff

### **7. Local Development Business Plan (LDBP) Informational Update (Informational Item)**

The CEO outlined the process to provide the LDBP for community feedback, outlined the review process and ways the community can participate.

**Barbara Stebbins** – Requested clarification of the review period and if the LDBP team will have a chance to weigh in on the feedback.

Thanked the CEO for his steps to respond to the CAC needs.

### **8. CAC Procedures**

The Chair outlined procedural practices for the CAC at Board meetings in order to provide a streamlined transfer of information from the CAC to the BOD and requested that CAC members assist with Minute/note taking on a volunteer or rotating schedule.

## **9. Revisiting: Formal Request for Appointment of Alternates for Community Advisory Committee Members**

The CAC discussed:

- Reason/Need for Alternates
- Concerns with amending the JPA language
- Other options to assist members

**Continued to a future date to allow CAC member to submit questions and suggestions**

## **REVIEW OF 11/1/17 BOARD OF DIRECTORS AGENDA**

### **10. Reject all bids for Billing/Data Management/Call Center RFP-1 and Authorize Execution of Agreement with SMUD (Action Item)**

**Recommendation:**

Adopt a Resolution authorizing the Chief Executive Officer to execute a letter of intent and a final contract with the Sacramento Municipal Utility District (SMUD) for Data Management, Billing and Call Center Services for a term of two years that may include options for extension that EBCE has sole discretion to exercise.

Additionally, the Chief Executive Officer will work with SMUD to develop a set of task orders above the base cost in SMUD's bid, to support EBCE's set-up of its in-house call center in two phases. Phase one will be the set-up of a customer service center focused on escalated calls and other customer service and outreach tasks. Phase two will be the set-up of a full service call center to handle all front line calls. The target roll-out for Phase one will be one year from the execution of the contract, the target roll-out for Phase two will be by the end of the two year contract term.

Member Platt provided a summary of the selection committee interview with SMUD

The CAC discussed:

- The current RFP process
- Change of selection committee participants
- Options to work with other bidders

**The Chair motioned to support the recommendation to reject all bids for Billing/Data Management/Call Center RFP-1 and authorize execution of Agreement with SMUD; emphasizing the criteria outlined at the 9/18/17 CAC meeting; and requested that staff review and establish an RFP process for future contracts. Member O'Neil seconded the motion which passed 4/3; Ayes: Members: DeVar,**

**O’Neil, Platt and Chair Eldred; Noes: Members: Gigliotti, Landry and Rames;**  
**Excused: Members: Chambers and Padilla**

**11. Committee Member and Staff Announcements**

**12. Adjourned**