



Board of Directors Meeting
Wednesday, September 20, 2017
6:00 pm
City of Hayward Council Chambers
777 B Street, Hayward, CA

DRAFT
Summary Minutes

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If you have anything that you wish to be distributed to the Board please hand it to a member of EBCE staff who will distribute the information to the Board members and other staff.

1. Welcome & Roll Call

Present: Directors: Maass (Albany), Biddle (Dublin), Martinez (Emeryville), Bacon (Fremont), Mendall (Hayward), Spedowski (Livermore), Rood (Piedmont), Thomas (San Leandro), Eldred (Community Advisory Committee); Vice-Chair Guillen (Oakland)) and Chair Haggerty (Alameda County)

Excused: Director Ellis (Union City)

2. 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 two minutes per speaker, but an extension can be provided at the discretion of the Chair.

Jennifer West – New staff member at StopWaste introduced herself, congratulated the Board on EBCE progress and expressed interest in collaborating.

Barbara Stebbins – Invited the Board and public to attend the Public Banks Local Renewables event on Monday, 9/25/17 from 7:00 pm to 9:00 pm at Oakland City Hall (3rd Floor 1 Frank Ogawa, Oakland)

CONSENT AGENDA

3. Approval of Minutes from August 2, 2017

Director Mendall motioned to approve the August 2, 2017, minutes as amended:

- **Add Community Advisory Committee Chair, Anne Olivia to Roll Call**
- **Replace Director Martinez with alternate Director Donahue**

Director Biddle seconded the motion which carried 11/0; Excused: Director Ellis

REGULAR AGENDA

4. Approval of the EBCE Executive Committee (Action Item)

Recommendation:

1. **Establish an Executive Committee of the Board of Directors to provide administrative and operational support to the CEO and oversight of the East Bay Community Energy Authority; and**
2. **Appointment by Chair of five voting members of the Board of Directors to serve on the Executive Committee, for a one-year term. The Executive Committee should have an odd number of Directors. Positions may be renewed without term limits.**

General Counsel provided a summary of the Staff report.

The CAC requested consideration of a non-voting CAC member on the Executive Committee.

The Board discussed:

- Ensuring geographical representation on committee
- JPA language 1.1.13 which states "...The Ex-Officio Board Member may not serve on the Executive Committee of the Board..."
- Reviewing and amending, if necessary, the JPA language at a later date.

Director Biddle motioned to establish an Executive Committee and delegate member appointment to Chair. Vice-Chair Guillen (alt.) seconded the motion which carried 11/0; Excused Director Ellis

5. Update on Billing/Data Management/Call Center Selection and Authorization for CEO to Execute Contract (Action Item)

Recommendation:

Delegate authority to Chief Executive Officer to execute a final contract with GridX/Concentrix that includes each of the key terms outlined in the background and discussion section and present final contract to EBCE Executive Committee for final approval.

Continued to Wednesday, 10/4/17 *Special Meeting*

6. Update on Credit and Banking Services (Action Item)

Recommendation:

- 1. Receive report and provide feedback or direction**
- 2. Select one member of the Board of Directors and one member of the Community Advisory Committee to participate in interviews with Credit and Banking services finalists.**

CEO provided summary of staff report and announced the issuance of RFP – 2 Credit and Banking Services on September 18, 2017.

The Board and CAC would like to identify banks that meet EBCE mission and other socially responsible criteria.

Director Arreguin motioned to select one member of the Board of Directors and one member of the Community Advisory Committee to participate in Interviews with credit and Banking services. Director Mass seconded the motion.

Chair Haggerty amended the motion to appoint Director Arreguin and CAC Chair Eldred. Motion carried 11/0; Excused: Director Ellis

7. Update on Marketing and Community Outreach (Discussion Item)

The CEO presented the communications update and timeline.

Circlepoint will host focus groups the week of October 9, 2017, to review draft energy product logos options, gather Board and CAC member opinion, and insight.

8. Overview of EBCE Staffing Plan and Hiring Progress (Discussion Item)

Recommendation

Receive update and provide feedback and direction as needed.

The CEO gave update on current hiring progress and hiring timelines for the Chief Executive Officer and Director of Power Procurement. The CEO also presented a Initial Draft organizational chart.

The CAC recommended changing the Community Affairs Manager to a Director of Community Affairs.

The Board supported the CAC recommendation, recommended allowing the CEO to make the hiring choices necessary to launch and suggested revisiting the organizational chart later in the hiring process.

9. Overview of Contracts Entered into by EBCE (Informational Item)

CEO provided update on contracts entered into:

Policy/DER, Inc. (Principal: John Wellingshoff), to support review and evaluate ways for EBCE to engage with Pacific Gas and Electric in their proposed Jack London Square Non-Wireless Alternatives project, for a period of 3 months in the amount of \$100 per month minimum.

Keyes and Fox (Principals: Kevin Fox and Jason Keyes), to support development of renewable power purchase agreements, for an amount not to exceed \$3000 with the ability to increase to \$30,000.

Taj Ait-Laoussine to support development of EBCE's Data Management, Billing and Call Center implementation plan and completion of technical aspects of contract, for a period of two months, in an amount not to exceed \$10,000.

Public Financial Management (Principal: Michael Berwanger), to support the development of EBCE's Credit and Banking Serviced Request for Offers, for an amount not to exceed \$10,000.

10. Board Member and Staff Announcements

Chair Haggerty thanked the advocates for their support and actions which helped defeat bills threatening emerging CCAs.

The Chair directed the CEO to seek legislative advocates who specialize in CCAs to assist with legislation, lobbying and provide timely updates.

CAC Chair Eldred requested monthly legislative updates be provided to the CAC

The CEO met with Alameda County Auditor-Controller to discuss EBCE financial needs and forms of credit support and would like to seek engagement of participating cities to assist with providing credit support.

Chair – would like a meet and greet with local/state legislator. Reception/Gathering for EBCE to have an “open house:

Director Arreguin – thanked CEO for timely status updates on SB 618, Bradford.
Load-serving entities: integrated resource plans.

11. Adjournment – to October 4, 2017 *Special Meeting*