



**\*Draft Minutes\***

**Community Advisory Committee Meeting**

Monday, October 15, 2018

7:00 pm

City Union City

Council Chambers

34009 Alvarado-Niles Road

Union City, CA 94587

*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](mailto: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: Franch, Landry, Pacheco (alt.), Padilla, Sutter, O'Connell, Thomas and Vice-chair O'Neil

**Excused:** 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.*

**Audrey Ichinose** - Requested a video conferencing options for community members to remotely participate in meetings.

## AGENDA

### 3. Approval of Minutes from September 24, 2018

Member Sutter motioned to approve the minutes as amended:

A. Show that Member Chambers arrived at 7:40 pm

Member O'Connell seconded the motion which carried 5/0; Excused: Members: Franch, Landry, Thomas and Chair Eldred

Member Franch arrived at 7:06 pm

### 4. Chair's Report

Alternate Member Pacheco called to dais at 7:09 pm

The Vice-chair provided an update on:

- Policy and Procedure discussion. Working with staff of clarification and will bring back to the CAC.
- Extending the CAC Alternate application window
- Options to Webcast meetings. Staff will revisit in 2019.

## Board of Directors' 10/17/18 REGULAR AGENDA

### 5. CEO REPORT

- A. Executive Committee Meeting;
- B. Marketing and Outreach update;
- C. Local Development Business Plan Update; and
- D. Update on Opt-out

Presented

### 6. Community Advisory Committee Report

Report will be given at the 10/17/18 Board meeting.

Member Thomas arrived at 7:17pm

### 7. CEO Employment Agreement (Action Item)

The CAC did not discuss this item.

**8. Risk Oversight Committee Formation (Informational Item)**

Receive update on the Risk Oversight Committee process. EBCE staff is in the process of forming the Risk Oversight Committee to monitor power procurement activities and ensure they are consistent with EBCE's Energy Risk Management Policy

The CAC discussed:

- Committee participants
- Other CCA Oversight committees

**9. Regulatory Update - Power Charge Indifference Adjustment (Discussion item)**

Receive update on the Power Charge Indifference Adjustment.

The CAC discussed:

- Potential for additional community comments at the CPUC hearings
- Requested additional information for ERRR proceedings once information is available
- Timeline of potential challenges

**Audrey Ichinose** - Requested additional information on CCA involvement and coordination in proceedings.

**Barbara Stebbins** - Spoke regarding California Alliance for Clean Energy's outreach to CPUC commissioners regarding the PCIA and possible solutions.

**10. Community Advisory Committee (CAC) workplan (Action Item)**

Review the CAC workplan and either approve it or return it to the CAC with its requested revisions.

The CAC discussed:

- Addition of Regulatory language requested by the Executive Committee
- Policies and Procedures - Approved while still discussing with staff
- Coordinated outreach opportunities and current efforts
- Friends of EBCE

**Rich Brown** - Spoke regarding working with other CCAs on how to incentivize local programs and encouraged the CAC to do outreach outside of hosting meetings.

**Barbara Stebbins** - Thanked the CAC for their hard work on the workplan and giving the committee more focus.

**11. Insured Cash Sweep Memo (Action Item)**

Authorize the CEO to execute the Insured Cash Sweep (ICS) Deposit Placement Agreement and related documents with River City Bank, to establish a mandatory interest-bearing account for excess cash balances.

The CAC requested additional information on the purpose of an Insured Cash Sweep deposit and if local banks were considered.

**Member Padilla motioned to support staff recommendation. Member Franch seconded the motion which carried 8/0; Excused: Chair Eldred.**

**12. Credit Card Policy (Action Item)**

Approve the EBCE credit card policy and authorize the CEO to enter into a credit card agreement with American Express for administrative, travel, and small budget expenses.

The CAC did not discuss this item.

**13. Carbon emission benchmarking and Accounting Methodology (Action Item)**

Approve a calendar year 2018 emissions factor benchmark at 142lbs of CO<sub>2</sub>e/MWh for the Bright Choice product utilizing the Electric Power Sector Protocol by the Climate Registry.

The CAC discussed:

- Benefit of having an emissions benchmark for 2018
- Potential costs of carbon accounting
- Ease of understanding the Climate Registry methodology
- Requested information on if member cities climate action plans were considered when selecting an accounting methodology

**Member Franch motioned to support staff recommendation. Member Thomas seconded the motion which carried 8/0; Excused: Chair Eldred**

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

The CAC discussed future meetings: CAC scheduled for November 5<sup>th</sup>, 2018 and the Board of Directors on October 17, 2018 and November 7<sup>th</sup>, 2018

**15. Adjourned**