



**Community Advisory Committee  
Meeting**

Monday, March 18, 2019  
7:00 pm

City of Hayward  
Conference room C1  
777 B Street  
Hayward CA 94544

*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 20 copies.*

**1. Welcome & Roll Call**

**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.*

**Y'Anad Burell** - Spoke regarding the Word Assembly Church interest in energy efficiency and programs to assist with the transition to cleaner energy practices. Ms. Burell also spoke regarding the homeless carpark project and requested information on how EBCE could tie into the project.

## AGENDA

### 3. Approval of Minutes from February 19, 2019

Vice-Chair O'Neil motioned to approve the minutes as amended:

- A. Correct alternate label; and
- B. Correct California Alliance for Community

Member Sutter seconded the motion which passed 7/0: Excused: Members Chambers and Thomas.

### 4. Chair's Report

Chair Eldred provided a summary of the Board Retreat on 3/6/19 and invited the CAC to join for the next Board retreat encouraging the CAC to provide feedback on long term procurement. The CAC will hold a Local Development Business Plan workshop on April 1<sup>st</sup>, 2019.

Vice-Chair O'Neil informed the CAC that she will be stepping down from the Committee in late April.

### 5. Committee Administrative Matters

#### A. Ethics training

The CAC must complete Ethics training by 4/2/19

#### B. Form 700

Form 700s must be submitted by 4/2/19

#### C. Attendance

The Chair reminded committee members of the importance of attending meetings and provided the proper protocol to inform the Clerk of the Board and Chair of planned absences.

## BOARD OF DIRECTORS' 3/20/19 REGULAR AGENDA

### 6. CEO REPORT

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

**Aaron Lehmer-Chang** - How has the PCIA affected the LDBP budget?

**Roseanne** (speaker slip not provided)- Requested information on where to find the Local Development Business Plan documents and asked if staff felt the change in CPUC commissioners would be favorable to CCAs.

## **7. Community Advisory Committee Report**

Report provided at the 3/20/19 Board Retreat.

## **8. EBCE Office Lease (Action Item)**

Approve a Resolution authorizing the Chief Executive Officer to finalize and execute a sub-lease agreement for office space at 1999 Harrison St, Oakland California.

The CAC reiterated the desire to keep the Board and Committee meetings in a central location

## **9. Second Amended and Restated Administrative Procurement Policy (Action Item)**

Adopt a resolution to approve the Second Amended and Restated Administrative Procurement Policy.

The CAC did not provide a recommendation.

## **10. EBCE Rate Modifications (Informational Item)**

Receive an update from staff regarding EBCE rate modifications.

The CAC did not provide a recommendation due to staff being unavailable to discuss topic. The Chair advised members to attend the 3/20/19 Board meeting if they were interested in providing feedback on the item.

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

Chair Eldred requested to agendize the vice-chair elections at the next regular CAC meeting

Member Landry requested a status update on the in-house call center and to agendize the topic for a future meeting.

Member Chambers Spoke regarding the Safe carpark project.

## **12. Adjourned**