



*\*Draft Minutes\**

## **Community Advisory Committee Meeting**

Monday, November 18, 2019

7:00 pm

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

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*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.*

### **C1. Welcome & Roll Call**

**Present:** Members: Thomas, Landry, O'Connell, Vice-chair Franch and Chair Sutter

**Excused:** Members: Chambers, Eldred, Padilla and Pacheco

### **C2. 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.*

**Jessica Tovar** - Spoke regarding PG&E Public Safety Power Shutoff events and actions taken by the East Bay Clean Power Alliance (EBCPA) to help address the shutoffs in the future and discussed ways to restructure local energy, citing the hope that CCA programs would find a solution to grid concerns.

**C3. Approval of Minutes from October 21, 2019 (5 minutes)**

**Vice-chair Franch motioned to approve the October 21, 2019 minutes as amended:**

- **C3 - Excused: Members: Chambers and Franch Chair Sutter seconded the motion which carried 5/0**

**C4. CAC Chair Report (5 minutes)**

**The Chair informed the committee of an upcoming Sunrun meeting encouraging the members to attend once the meeting information is posted.**

**C5. Medical Baseline Resilience Program (30 minutes, CAC Action Item)**

The EBCE board is being asked to adopt a Resolution to add \$500,000 in funding to the Fiscal Year 2020 Local Development Program Budget to develop and fund a program to address medical baseline customer needs during Public Safety Power Shutoffs. The CAC will discuss our support of this resolution.

**Jessica Tovar** - Spoke regarding EBCPA's support for the Medical Baseline Resilience program and requested other programs be created to support customer resiliency.

**The Committee discussed:**

- Potential relief for affected communities

**C6. Delinquent Accounts and Collections Policy Review (30 minutes, CAC Action Item)**

The CAC will receive an update from staff reviewing the existing Delinquent Accounts and Collections Policy (an item before the EBCE board) and discuss our support of this update.

The committee updated this item to an informational item to align with Board Item 17 Delinquent Accounts and Collections Policy Review (Informational Item)

**The Committee discussed:**

- Maintaining current collections threshold
- Contracting with reputable collections agencies
- Potential for committee review Collections Agencies prior to contracting

**Jessica Tovar** - Spoke regarding EBCPA recommending the creation of a program to prevent customers being shut off due to nonpayment. J. Tovar also spoke regarding upcoming fee increases due to the wildfire fund.

**C7. Inclusion of New Communities (20 minutes, CAC Action Item).**

This item has come to the EBCE Board once, but the CAC has not officially

discussed it. The CAC may advise the EBCE board on how the inclusion of new communities could impact the CAC as well as bring up potential recommendations for how to overcome any adverse impacts.

**The Committee Discussed:**

- Process to include new communities
- Ways to mitigate expansion costs
- Meeting accessibility for further communities
- JPA language
- Geographical diversity of the committee
- Potential to add another seat to the committee

Jessica Tovar - EBCPA would like to see representation from new communities on the CAC and participation facilitated for the further communities.

**Vice-Chair Franch motioned to present to the Board of Directors the committee's recommendation for:**

- A. Virtual meetings;**
- B. Rotating committee meeting locations; and**
- C. Geographic representation on the committee.**

**Member O'Connell 5/0 Excused: Members: Chambers, Eldred, Padilla and Pacheco**

**C8. CAC Review of Layout for Annual Results and Budget Comparison  
(15 minutes, CAC Action Item)**

The EBCE Board will discuss the specific financials that compares the July 1, 2018 to June 30, 2019 budget to the annual audit of expenditures. The CAC will discuss the layout of this information to provide advice to the EBCE board about the ease of understanding the information as presented and the usefulness of having the budget and actual expenditures within a single document. *(Note that the CAC will not discuss the specific values in the document.)*

**The Committee discussed:**

- Report format
- Missing LDBP expenditures

The Committee supported the manner in which the report is provided and requested staff be available to present future reports be quarterly, include reserve, and dept account positions and a glossary of terms.

**C9. CAC Guide and Process (10 minutes, CAC Information Item)**

The CAC has already provided input on this item and will simply review the updated version of the document to understand what is going to the EBCE board.

The Committee reviewed the document and did not discuss

**C10. Adjourned**