

## VALLEY CLEAN ENERGY ALLIANCE

### Staff Report – Item 13

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TO: Valley Clean Energy Alliance Board of Directors

FROM: Mitch Sears, Interim General Manager

SUBJECT: Community Advisory Committee Report  
- July 30, 2018 meeting summary  
- August 29, 2018 meeting summary

DATE: September 13, 2018

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This report transmits the Community Advisory Committee's (CAC) summaries from its July 30, 2018 and August 29, 2018 meetings.

The July 30, 2018 CAC summary provides a recap of what was discussed and recommended to the Board. This summary would have been provided to the Board at your August 9, 2018 meeting; however, said meeting was cancelled due to a lack of quorum. It is included for your information.

The August 29, 2018 summary includes recommendations, which are provided below.

#### **Staff Recommendations from August 29<sup>th</sup> meeting:**

1. Approve the recommendation on the terms of service and officer position of Members who serve on the Advisory Committee.
2. Approve Staff to move forward with the recording of VCE Board meetings.

#### **Background:**

In December 2016, the VCE Board formed the Community Advisory Committee (CAC) and charged the CAC to the following:

- advise the VCE Board of Directors on VCEA's general policy and operational objectives, including portfolio mix and objectives, as well as technical, market, program and policy areas;
- collaborate with VCE staff and consultants with community outreach to and liaison with member communities;
- provide a public forum to inform, advise and consult through community discussions on energy related issues and a wide variety of strategies to reduce carbon emissions; and,
- collaborate with VCE staff with monitoring legislative and regulatory activities related to Community Choice Energy issues.

In order to achieve the goals and mission of VCE, the CAC was asked to develop, periodically review and update a workplan for the short and longer terms. The CAC would also engage, evaluate, and make recommendations on select items to the VCE Board, Staff and consultants, and engage with VCE member jurisdictions and others, as directed by the Board or initiated by the CAC.

The CAC was directed to periodically review this charge and make recommendations for changes to the Board of Directors in order to reflect new issues, opportunities and challenges impacting VCE.

The CAC held their first meeting in August 2017 and have continued to hold monthly meetings providing valuable input, evaluation and recommendations to the VCE Board.

**August 29, 2018 Summary:** The CAC discussed a number of items, including developing a progress report, second year goals, terms of Members, the CAC “charge” and long-range calendar. Further discussion among the Members will continue at later CAC meetings; thereafter, it is anticipated that further recommendations will be presented to the Board. Included in their discussion, they reviewed the Committee’s organizational structure and have made the recommendations set forth below.

**Terms of Service on Advisory Committee:**

- Officer positions (Chair, Vice Chair and Secretary) are selected once a year.
- Each CAC Member would serve a three-year term, with the option to be reappointed for additional terms.
- Create three “graduation classes” of three CAC members – one from each member jurisdiction to keep consistency of knowledge on the Advisory Committee; therefore, Class 1 would be a two-year term, Class 2 would be a three-year term, and Class 3 would be a four-year term all expiring in June to coincide with VCE’s fiscal year end.

**CLASS 1 – term expiring June 2019**

Davis rep  
Woodland rep  
Yolo County rep

**CLASS 2 – term expiring June 2020**

Davis rep  
Woodland rep  
Yolo County rep

**CLASS 3 – term expiring June 2021**

Davis rep  
Woodland rep  
Yolo County rep

### **Solicitation of New Members/Appointment by Board:**

Currently the Board appoints new members to the Advisory Committee based on equal representation from the participating jurisdictions. CAC Members are encouraged to use their networks to identify potential Committee applicants and to forward those suggestions to Board members. The CAC suggested that vacancies be “advertised” through various channels including the VCE website, other social media and word of mouth to identify potential applicants. The CAC asked that VCE Staff review current commission/committee recruitment policies of the member agencies and recommend a formalized process for selection of future Advisory Committee members.

At the August 29, 2018 CAC meeting, Member Tom Flynn announced his resignation from the Advisory Committee, which leaves two vacancies: City of Woodland and Yolo County.

### **Recording of Board Meetings:**

The CAC suggests that the Board meetings be audio recorded and/or videotaped.

Similar to the Woodland-Davis Clean Water Agency (WDCWA) which holds meetings both in Davis and Woodland, VCE Board meetings could be recorded, the file uploaded by City Staff then made available to VCE Staff to post on the VCE website.

At the Woodland Council Chambers, VCE would contract with Woodland TV to video record the meetings using their own equipment. The cost is approximately \$400 for a 2-hour meeting and a ½ hour for set up and break down. The recordings are provided to the City of Woodland Information Technology (IT) Department who converts and uploads the recording to a Google drive, thereafter, VCE Staff would post to the VCE website. Woodland’s IT Department has offered to convert and upload free of charge as long as the video is recorded to the City’s system.

At the City of Davis, VCE would be charged per hour (approximately \$50-75/hour) for set up, clean up and meeting time. Davis televises meeting live, both cable TV and internet, then would upload the file to our website. Davis Staff would also provide a DVD of the meeting for our records.

For reference, Staff looked at other JPAs and programs as to whether or not they videotaped their Board meetings. Of the nineteen (19) reviewed (11 CCAs and 8 JPA’s/programs), eight (8) recorded their meetings of which five (5) are CCAs.

### **Attachment**

1. CAC Report

**Valley Clean Energy Alliance**  
**Community Advisory Committee Report to the Board**  
**Summary of July 30<sup>th</sup> CAC Meeting**

Background: Following a Chair/Vice-Chair discussion in March 2018 with Mitch Sears, Gerry Braun, Christine Shewmaker, Lucas Frerichs and Tom Stallard, it was suggested that instead of a CAC report at the end of the Board meeting, that a brief written summary be included in the Board agenda materials. Included would be short explanations of votes, particularly when they were not unanimous.

- Long Term Renewables Procurement Solicitation Criteria/Policy Recommendation
  - Reviewed presentation and discussed criteria.
    - i. Extensive discussion of prime ag, non-prime ag and Williamson Act land
    - ii. Discussion of possibility of sites on ag land having combined energy and ag uses
  - Discussed Staff and Task Group recommendations.
  - Received Defenders of Wildlife recommendation to add qualification criterion, i.e. that project permit application must be complete.
  - Motion: to support Staff's recommendation except with respect to energy storage. Change "with a limitation of" to "with a preference for" battery storage systems integrated with a renewable project. Motion passed: 5-0-0.
  
- Legislative/Regulatory Summary and Recommendations
  - Leg/Reg Task Group summarized six bills and presented recommendations.
  - Discussed Task Group, Staff and CalCCA recommendations.
  - Motion: to accept Task Group's recommendation to recommend to the VCEA Board to: 1) Watch SB 1088 (Dodd) Safety, reliability and resiliency planning, 2) Oppose AB 893 (Garcia) Renewable Portfolio Standard. Geothermal, 3) Oppose unless amended SB 1347 (Stern) Energy storage systems: procurement, 4) Oppose AB 2208 (Aguiar-Curry) Electrical Utilities. Biomass. Geothermal, 5) Watch AB 2726 (Levine) California Global Warming Solutions Act of 2006, 6) Oppose SB 237 (Hertzberg) Direct Access. Motion passed: 5-0-0.
  - As the relevant Appropriations Committees will meet prior to the August 9<sup>th</sup> Board meeting, the possibility of discussing our positions on SB 237 and AB 893 with the Board subcommittee prior to August 9<sup>th</sup> was discussed. The outcome of that discussion could be the subcommittee taking action before the Appropriations Committees meet.
  
- Net Energy Metering (NEM) Policy
  - Updates from Staff on workshops and enrollment policy changes.
  - Discussed other NEM related issues raised by Energy Task Group which will be considered by the Committee in the future: Definitions of Terms, Other CCA policies (Payout to NEM customers, Focus on disadvantaged communities), Integrated local resource development plan, Services to help customers lower consumption/save money.
  
- CAC Administration and Announcements
  - Will work with Staff to suggest tenure for committee members and procedures for selecting new members in the future. Once CAC agrees upon plan, it would be taken to the Board for approval.
  - CAC launch phase review and second year work plan – CAC Chair/Staff to schedule meeting for CAC to discuss draft summarizing CAC contributions to date and proposed forward work plan, e.g. support of local resource related action steps.

**Valley Clean Energy Alliance**  
**Community Advisory Committee Report to the Board**  
**Summary of August 29<sup>th</sup> CAC Meeting**

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- Amended Net Energy Metering (NEM) Policy
  - Updates from Staff on workshops and policy amendment recommendations.
    - Motion: recommend to the Board that the amended NEM policy be adopted with the following revisions: remove #13, change date on #14 and #15 to June 2018, add statement that if customers stay below \$500 for 2 years can ask to return to annual billing.
    - Motion passed: 7-0-0.
  
- CAC Administration
  - Reviewed outline and process for developing CAC Progress Report and Second Year Workplan
  - Discussed process for revising CAC's charge to reflect possible differences between CAC's launch phase role and its potential future operations phase role.
  - Discussed the need to develop a recruitment process for new CAC members. Staff to review processes for jurisdictions and come back with a proposal.
  - Reviewed costs, benefits and practices of comparable organizations regarding recording of Board meetings. Most committee members indicated support for VCE's Board meetings being recorded, but no formal vote was taken.
  - Reviewed Staff findings on other CCA's practices with respect to terms for subcommittees and advisory committees. Discussed Staff suggestions regarding terms of CAC members and election of officers.
    - Motion: recommend to the Board to adopt the staff recommendation regarding terms for CAC members with two changes: 1) current terms end 2019, 2020 and 2021, and 2) remove Vice Chair moves up to be Chair.
    - Motion passed: 7-0-0.