

**VALLEY CLEAN ENERGY ALLIANCE  
COMMUNITY ADVISORY COMMITTEE**

**Staff Report – Agenda Item 6**

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**TO:** VCE Community Advisory Committee

**FROM:** Mitch Sears, Interim General Manager  
Alisa Lembke, Board Clerk/Administrative Analyst

**SUBJECT:** Draft Community Advisory Committee First Year Progress Report

**DATE:** October 1, 2018

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**Recommendation**

1. Receive Draft Community Advisory Committee First Year Progress Report from the CAC.

**Background/Analysis**

The purpose of this report is to transmit the draft CAC first year progress report. Please find attached for your review, discussion, and suggested revisions are two versions of a draft CAC First Year Progress Report. For reference, two versions are attached:

- 1) “Rough (Verbatim Input) Draft Progress Report: First Year, Launch Phase” provides direct verbatim suggestions made by CAC Members and
- 2) “Consolidated Draft Progress Report: First Year, Launch Phase” summarizes all input into one consolidated progress report.

To assist in your discussion and suggested revisions are the following items:

1. VCEA Vision Statement adopted November 16, 2017
2. A Summary of CAC Recommendations made to the Board

Lastly, attached are the Task Group Activities Reports, which are also to be finalized with the intention of attaching them to the finalized Progress Report.

It is anticipated that a final draft Progress Report would be presented for the CAC for consideration at the meeting scheduled for Monday, October 29, 2018 (Woodland).

**Attachments:**

1. **Rough (Verbatim Input)** Draft Progress Report: First Year, Launch Phase
2. **Consolidated** Draft Progress Report: First Year, Launch Phase
3. VCE Vision Statement

4. A Summary of CAC Recommendations made to the Board
5. Task Group Activities Reports
  - Energy
  - Legislative/Regulatory
  - Outreach

**Valley Clean Energy Alliance  
Community Advisory Committee  
Rough (Verbatim Input) Draft Progress Report: First Year, Launch Phase  
September 2017 – August 2018**

Introduction:

The Community Advisory Committee (CAC) of the Valley Clean Energy Alliance (VCEA) held its first meeting on August 22, 2017. This report summarizes the main activities and issues during its first year. The report will be used to guide recommendations to the Board regarding priorities the CAC is eager to support in the coming year.

Board Charge to the CAC:

- Advise the VCEA 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 VCEA 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;
- Collaborate with VCEA staff with monitoring legislative and regulatory activities related to Community Choice Energy issues.

Year One (Launch Phase) Main Activities and Issues:

- Near- and long-term vision
- Wholesale power mix targets
- Wholesale IRP
- Deferral of NEM customer enrollment
- Greenhouse Gas (GHG) Emissions / Carbon Footprint / Renewable Content of the portfolio
  - Three motions
    - Short term (launch)
    - Long term (IRP)
    - Procurement (related)
- Staffing – One motion – but in some senses it is throughout
- NEM
  - transfer of existing customers - several motions
  - rates for excess
- Public communication and involvement
- Created three task groups to consider relevant topics in detail and make recommendations to the full CAC. These are: Outreach and Marketing, Legislative/Regulatory and Energy.
- Created a draft mission statement to recommend to the VCEA board (adopted by the board).
- Worked with staff to develop a pro-active marketing and outreach plan, with the outreach task group providing editing, content and proof-reading support to staff on web-based and written materials developed by VCEA and its consultant, Circlepoint.
- Considered a wide range of policy issues facing VCEA and made recommendations to the VCEA board. Topics include the following:

- List key areas where we made recommendation. This would hit the highlights of the main topics and be in lieu of the list of recommendations to the board that is in a separate document.
- Provided input to critical issues facing VCE, including the IRP process, resource mix, NEM policy, pricing, procurement of local resources, and ?????
- Provided recommendations to the VCEA board on positions on legislation in the 2018 legislative year.
- Conducted review of eight proposals submitted in response to the RFP for new marketing services.
- Participated in various outreach and public events
- Held two successful public workshops on VCEA's proposed new NEM policy.
- Development of Vision Statement for VCE
- Reviewed materials provided by Staff and consultants and made revisions and recommendations to the Board on a variety of launch related topics.
- Created task groups to provide deeper review of launch issues in 3 key areas: Energy, Legislative/Regulatory, and Outreach.

Year Two (Operational Phase) Suggested Activities and Priorities:

- Permanent general manager
- Five-year business plan (aligned with vision and including financial proformas)
- Local energy supply and usage targets
- Retail (local) IRP and action steps<sup>1</sup>
- Continued focus on GHG/ Carbon Footprint /Renewable Content of portfolio with eye toward improving and with Mission of “Cost Competitive Clean Energy” in mind (As the vision statement says “Substantially increasing the renewable electricity content of basic electricity service, with the ultimate goal of achieving zero carbon emissions electricity”)
- Staffing— are we staffed for success and to meet our short term and long term goals. Need for permanent GM and Assistant GM.
- Communication
  - With Customers
  - With CALCCA on leg/reg and other issues.
  - With Staff
- Increased focus on Vision statement goals – all of them – but especially
  - Developing .....local energy resources and infrastructure (STV) and Causing the deployment of new renewable and low carbon energy sources ( LTV)
  - Accomplishing the goals..... while accumulating reserve funds for future VCEA energy programs and mitigation of future energy costs and risks.
- Provide input and review of outreach and marketing materials, as requested by staff.
- Develop enhanced process for reviewing legislation and providing recommendations to staff and VCEA board. Evaluate what is the appropriate role of the CAC related to regulatory issues.
- Provide advice to Board and support to Staff on key operational issues, in the areas of Energy (portfolio mix and procurement), Legislative/Regulatory, Outreach/Marketing, and Financial.
- Provide in-depth review and analysis of long-range goals and plans, such as the development of local clean energy resources.

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<sup>1</sup> Ref: [Local Development Business Plan – EBCE](#)

- Review and revise CAC charge and workplan; Recruit additional CAC members with attention to diversity of skills

#### Lessons Learned from Year One/Advice for Year Two:

- Won't be able to buy customer loyalty with low rates. Need to create locally important options and programs PG&E does not offer. Some now. Others soon.
- The likely continued existence of major cost contingencies requires more aggressive and scenario-based planning (and staffing to do it).
- Progress vs. Vision is paced by Staffing Plan implementation.
- CAC charge should be changed to emphasize strategic planning vs. operational assistance
- While we did know that there are forces out there that oppose CCAs, that became ever more clear. It is important to keep this in mind and plan an organization that is resilient.
- The communication channel from CALCAA to the CCA basically did not exist. This is addressed more fully in the leg/reg group summary. It is important to correct this in year two. This may apply to areas in addition to leg/reg.
- At the beginning of year one, CAC votes, etc. were not always noted in the board report. This was addressed to some extent by having a written summary of the CAC actions included in the board packet. It is important to continue to ensure that the CAC view(s) are heard by the board.
- The start-up agenda in year one sometimes left the CAC with little say on agenda items. As we move into operational mode, the CAC should aim to be very involved in planning the agendas.
- Continue to encourage that board meetings be videotaped and available to the public.
- For VCEA to be successful (e.g. the mission and vision statement) – it will be important to raise/increase the level of the importance of acting on climate and VCEA's role in that with the public. So in some senses, VCEA will or may need to help educate its broad constituency of the need and urgency to address climate. The other side to this is we need to encourage more public discourse and input on how we address this issue.
- Using the experience from Year One, refine and enhance how the Leg/Reg Task Group and CAC reviews legislation/regulatory issues, engages with CalCCA, makes recommendations to the VCEA board and sends letters with VCEA positions.
- What is the best way to support staff in outreach and marketing activities, including review of consultant's materials so as to avoid errors and expand and improve VCEA's public image.
- Based on successful NEM workshops, consider holding one or more workshops during Year Two to gather community input, provide responses to questions and explain VCEA programs to the broader community.
- Collaborating with Staff on key launch issues was challenging when staffing was low. Improvements have occurred with the addition of key personnel.
- Concerns over current VCE staffing levels and limited long-range planning in place.

#### Attachments:

- VCE Vision Statement
- CAC Recommendations (motions) to the Board
- Task Group Summaries
  - Energy
  - Legislative/Regulatory
  - Outreach

**Valley Clean Energy Alliance  
Community Advisory Committee  
Consolidated Draft Progress Report: First Year, Launch Phase  
September 2017 – August 2018**

Introduction:

The Community Advisory Committee (CAC) of the Valley Clean Energy Alliance (VCEA) held its first meeting on August 22, 2017. This report summarizes the main activities and issues during its first year. The report will be used to guide recommendations to the Board regarding priorities the CAC is eager to support in the coming year.

Board Charge to the CAC:

- Advise the VCEA 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 VCEA 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;
- Collaborate with VCEA staff with monitoring legislative and regulatory activities related to Community Choice Energy issues.

Year One (Launch Phase) Main Activities and Issues:

- Provided input and recommendations to the Board on critical issues facing VCE during the launch phase:
  - Power mix targets,
  - Greenhouse Gas (GHG) Emissions / Carbon Footprint / Renewable Content of the portfolio,
  - Procurement,
  - Integrated Resource Plan,
  - NEM policy,
  - Staffing,
  - Policy Issues, and
  - Marketing and Communications Plan.
- Developed a near and long-term Vision Statement for VCE which was adopted by the Board.
- Created three task groups to consider relevant topics in detail and make recommendations to the full CAC. These are: Outreach/Marketing, Legislative/Regulatory and Energy.
- Supported Staff efforts in the area of Public communication and outreach by staffing booths, giving presentations, reviewing website and outbound communications.
- Provided recommendations to the VCEA board on positions on legislation in the 2018 legislative year.

Year Two (Operational Phase) Suggested Activities and Priorities:

- Staffing to meet near and long-term goals: Permanent General Manager, Assistant GM
- Five-year business plan (aligned with Vision Statement and including financial proformas)

- Local energy supply and usage targets
- Retail (local) IRP and action steps<sup>1</sup>
- Continued focus on GHG/ Carbon Footprint /Renewable Content of portfolio with eye toward improving and with Mission of “Cost Competitive Clean Energy”
- Communication
  - With Customers
  - With CALCCA on leg/reg and other issues.
  - With Staff
- Increased focus on Vision Statement goals
- Develop enhanced process for reviewing legislation and providing recommendations to staff and VCEA board. Evaluate what is the appropriate role of the CAC related to regulatory issues.
- Continue to provide advice to Board and support to Staff on key operational issues, in the areas of Energy (portfolio mix and procurement), Legislative/Regulatory, Outreach/Marketing, and Finance.
- Review and revise CAC charge and workplan; Recruit additional CAC members with attention to diversity of skills

#### Lessons Learned from Year One/Advice for Year Two:

- Won't be able to buy customer loyalty with low rates. Need to create locally important options and programs PG&E does not offer. Some now. Others soon.
- The likely continued existence of major cost contingencies requires more aggressive and scenario-based planning (and staffing to do it).
- Progress vs. Vision is paced by Staffing Plan implementation.
- CAC charge should be changed to emphasize strategic planning vs. operational assistance
- While we did know that there are forces out there that oppose CCAs, that became ever clearer. It is important to keep this in mind and plan an organization that is resilient.
- The communication channel from CALCAA to the CCA basically did not exist. This is addressed more fully in the leg/reg group summary. It is important to correct this in year two. This may apply to areas in addition to leg/reg.
- At the beginning of year one, CAC votes, etc. were not always noted in the board report. This was addressed to some extent by having a written summary of the CAC actions included in the board packet. It is important to continue to ensure that the CAC view(s) are heard by the board.
- The start-up agenda in year one sometimes left the CAC with little say on agenda items. As we move into operational mode, the CAC should aim to be very involved in planning the agendas.
- Continue to encourage that board meetings be videotaped and available to the public.
- For VCEA to be successful (e.g. the mission and vision statement) – it will be important to raise/increase the level of the importance of acting on climate and VCEA's role in that with the public. So in some senses, VCEA will or may need to help educate its broad constituency of the need and urgency to address climate. The other side to this is we need to encourage more public discourse and input on how we address this issue.
- Using the experience from Year One, refine and enhance how the Leg/Reg Task Group and CAC reviews legislation/regulatory issues, engages with CalCCA, makes recommendations to the VCEA board and sends letters with VCEA positions.
- What is the best way to support staff in outreach and marketing activities, including review of consultant's materials so as to avoid errors and expand and improve VCEA's public image.

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<sup>1</sup> Ref: [Local Development Business Plan – EBCE](#)

- Based on successful NEM workshops, consider holding one or more workshops during Year Two to gather community input, provide responses to questions and explain VCEA programs to the broader community.
- Collaborating with Staff on key launch issues was challenging when staffing was low. Improvements have occurred with the addition of key personnel.

Attachments:

- VCE Vision Statement
- CAC Recommendations (motions) to the Board
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## Valley Clean Energy Alliance

### Integrated Vision for Community Choice Energy

Valley Clean Energy Alliance (VCEA) is a joint-powers authority working to implement a state-authorized Community Choice Energy (CCE) program. Participating VCEA governments include the City of Davis, the City of Woodland and County of Yolo. The purpose of the VCEA is to enable the participating jurisdictions to determine the sources, modes of production and costs of the electricity they procure for the residential, commercial, agricultural and industrial users in their areas. PG&E would continue to deliver the electricity procured by VCEA and perform billing, metering, and other electric distribution utility functions and services. Customers within the participating jurisdictions would have the choice not to participate in the VCEA program.

#### Near-Term<sup>i</sup> Vision

The near-term vision for VCEA is to provide electricity users with greater choice over the sources and prices of the electricity they use, by:

- Offering basic electricity service with higher renewable electricity content, at a rate competitive with PG&E;
- Developing and offering additional low-carbon or local generation options at modest price premiums;
- Establishing an energy planning framework for developing local energy efficiency programs and local energy resources and infrastructure; and
- Accomplishing the goals enumerated above while accumulating reserve funds for future VCEA energy programs and mitigation of future energy costs and risks.

#### Long -Term Vision

The future vision for VCEA is to continuously improve the electricity choices available to VCEA customers, while expanding local energy-related economic opportunities, by:

- Causing the deployment of new renewable and low carbon energy sources;
- Evaluating and adopting best practices of the electricity service industry for planning and operational management;
- Substantially increasing the renewable electricity content of basic electricity service, with the ultimate goal of achieving zero carbon emissions electricity;
- Developing and managing customized programs for energy efficiency, on-site electricity production and storage;
- Accelerating deployment of local energy resources to increase localized investment, employment, innovation and resilience;
- Working to achieve the climate action goals of participating jurisdictions to shape a sustainable energy future; and
- Saving money for ratepayers on their energy bills.
- Remaining open to the participation of additional jurisdictions.

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<sup>i</sup> Launch Phase and First Year

**Valley Clean Energy Alliance (VCEA) Community Advisory Committee (CAC)**  
**Summary of Recommendations (Motions) made to Board**  
**September 2017 – August 2018**

- Motion to approve the creation of 3 task groups: Energy task group, Legislative/Regulatory task group, Outreach task group. Motion passed unanimously.
- Motion to give the feedback to Circlepoint that Option 2 of product logos was headed in the right general direction. Motion passed with 2 abstentions.
- Motion to recommend board approval of the Draft Strategic Marketing and Communications Plan, including Subcommittee comments and responses from Circlepoint. Motion passed unanimously.
- Motion to recommend a Draft Vision Statement (Rev 5) for Board approval. Motion passed unanimously.
- Motion to support staff recommendation on Power Mix targets and rates for 2018, with the change that the renewables percentage be increased to 42%. The CAC recommends that when VCEA is looking at 2019 and beyond, VCEA should:
  - Evaluate increasing renewable percentage in the mix
  - Beginning in year 1, lay foundation for including local renewable resources as a part of the mix.
  - Motion passed, vote 5-2-1.
- Motion to support the staff recommendation on the reserve policy. Motion passed, vote 6-1-1.
- Motion to approve the below recommendation regarding VCEA staffing plan. Motion passed with one abstention.
  - 1) The committee agrees that all the positions in the chart are needed, and that further, there is a need for depth of subject matter knowledge and experience among VCEA employees. There is also a need for more than one person on the chart to be ready to step in when gaps arise, especially in cases involving permanent VCEA staff. Therefore, the position description for the AGM should require subject matter expertise in VCEA core business topics.
  - 2) The general manager and any assistant general managers should be full time and permanent.
  - 3) It will remain important to emphasize the separation of legal and leg/reg from SMUD by ensuring these functions do not report thru a SMUD employee or SMUD contractor.
  - 4) While the initial organization chart is adequate for the short term, i.e. launch phase and first year, it is not yet ideal in terms of preparation for the longer term. it will be important to review and if needed update it, annually at a minimum, to ensure adequate staffing both for near term operations and planning related to longer term goals as outlined in the long-term portion of the vision statement.
  - 5) Therefore, the committee recommends that staff start work on a plan for building local VCEA capacity, e.g. the band-width and technical/managerial expertise to engage with local companies that are actively delivering energy services and developing energy projects.
- Motion to recommend Board approval of draft Leg/Reg policy and procedures. Motion passed unanimously.
- Motion to recommend Board approval of delegation of authority to SMUD to begin execution of Procurement plan. Motion passed unanimously. The Advisory Committee requested periodic updates of how the procurements are going.

- Motion to recommend to the Board the adoption of the Customer and Data Policies with the incorporation of comments from Y. Hunter and C. Shewmaker. Motion passed unanimously.
- Motion on NEM Policy:
  - Recommend adoption modified Option 1, with modifications to make the VCEA offering better for existing NEM customers than PG&E's NEM rates.
  - Recommend that VCEA not use rates to create incentive for solar adoption, but should consider alternative, more flexible ways to incentivize solar, such as rebates, and in the future, incentives for adoption of solar+storage and other programs consistent with VCEA's vision.
  - Recommend coordinating with solar industry, as well as ag, commercial and residential solar customers to gather input for messaging about VCEA NEM rates.
  - Motion passed, vote 5-1.
- Motion to support staff recommendation to adopt Enterprise Risk Policy with wordsmithing from L. Kristov's email. Motion passed unanimously.
- Motion to support staff recommendation regarding UltraGreen product. Motion passed unanimously.
- Motion to support the staff recommendation on program launch related to energy rates, power mix and budgets. Motion passed unanimously.
- Motion to support staff recommendation on suspension of Forward PCC-2 Renewable Procurements. Motion passed with one abstention.
- Motion to request to the VCE Board to postpone the NEM enrollment until 2019 to allow for Staff to develop/finalize a modified policy and billing systems and ask that the Board address the NEM policy at their scheduled August 9, 2018 meeting. Motion passed unanimously.
- Motion to 1) accept Staff's recommendation to approve the IRP adopting Cleaner Base as its preferred portfolio with Local being the alternative portfolio; 2) direct Staff to insert in the appropriate places that VCEA look at local renewable proactively and incorporate local renewables where feasible and cost effective; and 3) approve the IRP Action Plan. Motion passed unanimously.
- Motion to accept Legislative/Regulatory Task Group's recommendation to recommend to the VCEA Board to support SB 100 (de Leon) Renewable Portfolio Standard GHG Emissions, consistent with CalCCA's position including the topics raised in CalCCA's letter dated January 16, 2018 to Honorable Kevin DeLeon that would result in withdrawal of support. Motion passed with 2 abstentions.
- Motion to accept Task Group's recommendation to recommend to the VCEA Board to take "No Position" on AB 813 (Holden) Multi-State Regional Transmission System Organization. Motion passed with one abstention.
- Motion to support Staff's recommendation on Long Term Renewables Procurement Solicitation Criteria/Policy 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 unanimously.
- 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 (Aguilar-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 unanimously.

## **VCE COMMUNITY ADVISORY GROUP ENERGY TASK GROUP YEAR 1 REPORT AND OUTLOOK**

**Task Group Members:** Gerald Braun, Tom Flynn, Lorenzo Kristov, David Springer

**Charge:** The charge to the VCEA Community Advisory Committee (CAC) from the VCEA board states that the CAC should “advise the VCEA Board of Directors on VCEA’s general policy and operational objectives, including portfolio mix and objectives, technical, market, program and policy areas.”

### **Highlights of Accomplishments:**

- Recommended portfolio mix and objectives for CAC consideration, including: 1) 42% RPS qualifying default option, 2) an all renewables option, 3) early introduction of an all-local renewables option, and 4) targets to increase the percentage of locally produced power.
- Recommended action steps toward development and integration of local clean energy resources and technologies.
- At the request of staff convened to review/advise regarding: 1) criteria for long term procurement, 2) IRP action steps, and 3) Defenders of Wildlife supply project standards.
- One or more task group members provided technical review of foundational documents including: 1) technical/operations consultant task orders, 2) staffing plan, 4) NEM policy, 5) risk management policy, and 6) power procurement guide.

### **Lessons Learned – Challenges and Opportunities**

#### **Challenges:**

- Financial contingencies and staffing delays tend to focus staff/consultant/CAC engagement on operational concerns vs. planning.
- The task group does not have a chair. The CAC attempts to spread its work across its membership. This means seeking task group chair volunteers who do not have other coordination responsibilities. Coordination challenges and member interest in the work of other task groups also limits member willingness to serve as task group chair.
- Some current task group members lack flexibility to meet during work days, while staff and consultants (understandably) prefer day-time meetings.
- The goal for the CAC to have equal numbers of appointees from each member jurisdiction limits the pool of potential advisors from within the VCE service area and further limits the pool of unconflicted energy experts.

#### **Opportunities**

- VCE’s current organizational focus is narrow (two rate options, no customer-facing programs, and deferral of NEM customer enrollment). Only a narrow portion of the CAC’s broad energy-related charge needs to be addressed.
- Rethink criteria for Energy Task Group membership, e.g. consider recruiting/adding well qualified non-voting members having energy technical and market experience.
- Consider budgeting for action steps toward local clean energy programs and integration.

**VCE COMMUNITY ADVISORY COMMITTEE LEGISLATIVE/REGULATORY TASK GROUP  
2018 ACTIVITIES REPORT [revised 8-30-18]**

**Task Group Members:** Yvonne Hunter (chair), Tom Flynn (not continuing after August 2018), Lorenzo Kristov, Christine Shewmaker

**Charge:** The charge to the VCEA Community Advisory Committee (CAC) from the VCEA board states that the CAC should “Collaborate with VCEA staff with monitoring legislative and regulatory activities related to Community Choice Energy issues.”

**Highlights of Accomplishments:**

- Developed a procedure for the Task Group, the CAC, staff and the VCE board to use for reviewing legislation and proposed regulations so that VCE can adopt positions and engage in the legislative and regulatory process. Key to that process is to consider bills that CalCCA is following and has taken positions on.
- Considered eight bills before the Legislature in 2018 and recommended positions to the VCE board, through the CAC, on positions for VCE. With a few exceptions, the positions recommended reflected the positions adopted by CalCCA. Where the positions differed, the Task Group provided information on why a different position was recommended.
- Over time and with experience, the Task Group developed an effective and collaborative working process among its members that enables each member to weigh in with her or his perspective, learn from each other, prepare reports that reflect the members’ individual and collective ideas and forward well thought-out recommendations to the CAC for consideration.

**Lessons Learned – Challenges and Opportunities**

**Challenges:**

- Identifying bills being tracked by CalCCA and the basis of CalCCA’s positions on those bills.
- Identifying bills and issues that CalCCA is not tracking, but which may be important to VCE.
- Refining the process by which VCE engages in the legislative process in a timely manner.

**Opportunities**

- Rethink the process by which the Task Group works with staff to identify bills CalCCA is tracking and for which CalCCA has adopted positions.
- Develop a process for the VCE to follow (and possibly engage in) other key issues not followed by CalCCA.
- Work with staff to refine the process by which VCE sends letters to the author and Legislature on bills so that VCE’s positions are communicated early and throughout the Legislative session. Consider ways to make VCEA’s positions on legislation and regulatory actions available to the public, for example through the website.
- Up to now the Task Group has concentrated on legislative matters and not followed regulatory activities closely. Work with staff to consider what are the appropriate role and procedures for the Leg/Reg Task Group’s tracking of or engagement in regulatory issues.
- Revisit the Leg/Reg Task Group overall procedures adopted in 2017 and refine as appropriate given the experience this year.

**VCE COMMUNITY ADVISORY COMMITTEE OUTREACH TASK GROUP (OTG)**  
**Draft 2017-18 ACTIVITIES REPORT**

**Task Group Members:** Mark Aulman (chair), Marsha Baird, Yvonne Hunter

**Highlights of Accomplishments:**

- Developed first iteration of Vision Statement (with Lorenzo)
- Worked with Mitch to define role of OTG, in support of staff
- Served as back-stop for staff to provide review content of website and draft mailing materials prepared by Circlepoint to improve quality of content
- Identified errors in web and printed materials developed by Circlepoint, specifically relating to solar and NEM policy
- Reviewed and critiqued web content throughout the VCE site
- Drafted new copy content as needed for web and printed materials
- Provided new photos for web and print collateral (Yvonne)
- Worked with Jim to review and revise NEM policy
- Worked with staff to plan and conduct two community workshops to seek input on proposed new NEM policy
- Edited letters to NEM customers
- Edited copy for web and print materials relating to NEM policy
- Conducted public outreach session for League of Women Voters
- Staffed tables at Davis Farmers' Market
- Monitored social media for VCE-related postings and replied as needed
- Worked with Jim to prepare edits to postcards
- Volunteered to assist Jim with agency review Q3 '18