

**VALLEY CLEAN ENERGY ALLIANCE
COMMUNITY ADVISORY COMMITTEE**

Staff Report - Agenda Item 6

TO: VCE Community Advisory Committee (CAC)

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

SUBJECT: Final Draft Update to CAC Charge

DATE: October 29, 2018

Recommendation:

That the CAC recommend that the VCE Board approve the final draft updated Community Advisory Committee Charge.

Background:

At the October 1st meeting, the Committee discussed recommended updates to the CAC Charge to reflect the transition from pre-launch to post-launch activities. This memorandum transmits the final draft updates of the CAC Charge for consideration by the Committee.

For your reference, attached is the CAC Charge adopted by the Board of Directors on September 20, 2017.

Attachments:

1. Final Draft updated CAC Charge
2. CAC Charge adopted on September 20, 2017

Valley Clean Energy Alliance Community Advisory Committee

Proposed Draft *Revised* Charge

Consistent with the policy adopted by the Valley Clean Energy Alliance (VCEA) Board of Directors, the VCEA Community Advisory Committee (CAC) adopts the Charge to:

- 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, strategic objectives and strategies to reduce carbon emissions, accelerate development of local resources and promote energy resilience.
- Assist in the development of public information materials related to customer energy investments and choices offered by VCEA, PG&E and third parties.
- Collaborate with VCEA staff and consultants on community outreach to and liaison with member communities;
- Collaborate with VCEA staff on monitoring legislative and regulatory activities related to Community Choice Energy issues.

In order to achieve the goals and mission of VCEA, the CAC will develop, periodically review and update a workplan for the short and longer terms. The Committee will monitor organizational performance toward fulfillment of the VCEA Board of Director's Vision Statement and may recommend policy changes to further the VCEA vision. The CAC will also engage with VCEA, Staff and consultants through its task groups, and evaluate, and make recommendations on select items at the request of the Board or Interim General Manager's request or in consultation with the Interim General Manager.

The Community Advisory Committee will periodically review this charge and make recommendations for changes to the Board of Directors in order to reflect new issues, opportunities and challenges impacting the VCEA.

Valley Clean Energy Alliance Advisory Committee

Advisory Committee “Charge”

Adopted 9-20-2017

Consistent with the policy adopted by the Valley Clean Energy (VCEA) Board of Directors, the VCEA Advisory Committee adopts the Charge to:

- 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.

In order to achieve the goals and mission of VCEA, the Advisory Committee will develop, periodically review and update a workplan for the short and longer terms. The Committee will assist in the development of a Vision Statement to recommend to the VCEA Board of Directors. The Advisory Committee will also engage, evaluate, and make recommendations on select items to the VCEA Board, Staff and consultants, and engage with VCEA member jurisdictions and others, as directed by the Board or initiated by the Advisory Committee.

The Advisory Committee will periodically review this charge and make recommendations for changes to the Board of Directors in order to reflect new issues, opportunities and challenges impacting the VCEA.