

**VALLEY CLEAN ENERGY ALLIANCE  
COMMUNITY ADVISORY COMMITTEE**

**Staff Report - Item 6**

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**TO:** VCEA Community Advisory Committee

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

**SUBJECT:** Task Group Structure for 2020

**DATE:** January 23, 2020

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**Recommendation**

Receive staff report, identify 2020 priorities for CAC activities, and assign CAC members to Task Groups.

The purpose of this report is to stimulate a discussion on task group structure. Staff requests that CAC members come prepared to:

1. Identify and prioritize what projects/tasks are needed in 2020
2. Identify task groups needed and their scope
3. Determine your ability to participate on one (or more) task group

In 2019, there were the following task groups and “charge”:

1. Regulatory/Legislative

A. Members: Yvonne Hunter and Lorenzo Kristov

B. Charge:

- (1) develop effective process to identify bills and regulations
- (2) provide feedback and strategic advice on key legislative issues
- (3) engage in CalCCA’s regulatory work where and when appropriate
- (4) see input on legislative and regulatory issues from CAC to solicit recommendation from CAC members on positions of those issues
- (5) contribute to VCE’s engagement with legislators and other stakeholders
- (6) work with Outreach Task Group and staff on providing a framework for legislative and regulatory updates on the VCE website

2. Outreach

A. Members: Mark Aulman, Marsha Baird, Yvonne Hunter, Christine Casey

B. Charge:

- (1) consult with Staff on short-term and long-term outreach strategies

- (2) help define audience segments and consult on appropriate messages and communications approaches
- (3) provide a sounding board to assist in message development and copy testing
- (4) solicit input from other CC members on audience segments, messages, and other issues relating to public information and outreach
- (5) review development procedures for marketing communications and public relations projects
- (6) conduct review of marketing materials at the draft (pre-release) stage  
prepare monthly summaries for the CAC on marketing materials in development pipeline

3. Rates and Services

A. Members: Marsha Baird, Gerry Braun, Christine Shewmaker

B. Charge:

- (1) review costs, benefits and rate options for enrolling solar customers
- (2) review reserve policies, targets, resource adequacy experience, future expected resource adequacy costs with Staff
- (3) collaborate with Staff on dividend program options and provide recommendation(s)
- (4) collaborate with Staff on plans for NEM customer enrollment and provide recommendation(s)
- (5) review additional rate, service and program projects; collaborate with Staff; and provide recommendation(s)
- (6) review services and programs offered by other CCAs and PG&E and make recommendations of options
- (7) prepare monthly summaries and updates for CAC on issues being reviewed by task group

The following are some projects/tasks to consider for 2020 activities in addition to the tasks prioritized for 2019:

1. Strategic Planning
2. Update of short term and long-term vision statement