Silicon Valley Clean Energy
Executive Committee Meeting
Friday, March 27, 2020
8:30 am

Teleconference Meeting:
https://zoom.us/j/521348991
Or by Telephone (Audio only):
(669) 900-9128
Meeting ID: 521 348 991

This meeting will be conducted in accordance with State of California Executive Order N-29-20, dated March 17, 2020, in consideration of the Coronavirus (COVID-19). All members of the Silicon Valley Clean Energy Executive Committee and staff will participate in this meeting by teleconference.

Members of the public may observe this meeting electronically by accessing the meeting via instructions above. Public Comments can be sent in advance of the meeting to Board Clerk Andrea Pizano at Andrea.Pizano@svcleanenergy.org and will be read within the allotted three minutes for the public comment period or the applicable agenda item. The public will also have an opportunity to provide comments during the meeting.

If you are an individual with a disability and need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act (“ADA”) please contact Board Clerk Andrea Pizano at andrea.pizano@svcleanenergy.org prior to the meeting for assistance.

AGENDA

Call to Order

Roll Call

Public Comment on Matters Not Listed on the Agenda
The public may provide comments on any item not on the Agenda. Speakers are limited to 3 minutes each.

Consent Calendar (Action)
1) Approve Minutes of the February 24, 2020, Executive Committee Meeting

Committee/Staff Remarks

Adjourn

Pursuant to the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the Clerk for the Authority at (408) 721-5301 x1005. Notification 48 hours prior to the meeting will enable the Authority to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.105 ADA Title II).
Call to Order
Chair Miller called the meeting to order at 1:02 p.m.

Roll Call
Present:
Chair Howard Miller, City of Saratoga
Vice Chair Nancy Smith, City of Sunnyvale
Director Liz Gibbons, City of Campbell
Director Rod Sinks, City of Cupertino

Absent:
Director Margaret Abe-Koga, Mountain View

Public Comment on Matters Not Listed on the Agenda
No speakers.

Consent Calendar
MOTION: Director Gibbons moved and Vice Chair Smith seconded the motion to approve the Consent Calendar.

The motion carried unanimously with Director Abe-Koga absent.

1a) Approve Minutes of the January 31, 2020, Executive Committee Meeting
1b) Approve Cancellation of July 24, 2020 Executive Committee Meeting

Regular Calendar

2) CEO Update (Discussion)
CEO Girish Balachandran provided an update which included a meeting of the newly formed legislative ad hoc committee would be scheduled, and an announcement on CalCCA’s Lobby Day on March 10, 2020.
Vice Chair Smith commented she would be meeting with various agencies in Washington, D.C. with the National League of Cities on March 10, 2020.

Chair Miller opened public comment.
No speakers.
Chair Miller closed public comment.

3) Board Succession Planning, Communications, and Orientation/Continuous Education Update (Discussion)

Board Clerk Andrea Pizano presented a PowerPoint presentation and responded to committee member questions.

The committee discussed SVCE communications amongst the board, member agency councils/board, city managers, and member agency working group (MAWG) members.

Chair Miller opened public comment.
Bruce Karney supported the idea of two-year terms for board members and inquired what is expected of alternate directors.

Chair Miller closed public comment.

Board Clerk Pizano introduced Exercise #1 and requested committee members provide feedback on five draft interview questions that would be asked of existing board members to help staff understand various learning techniques to assist future board members (Attachment 1).

At 1:23 p.m. the group reviewed the questions individually for approximately five minutes; staff responded to committee member questions.

Committee members provided feedback on the draft questions. Following feedback on the draft questions, the committee proceeded to Exercise #2.

Board Clerk Pizano introduced Exercise #2 and requested committee members take five minutes to write down what they consider to be fundamental topics related to SVCE and the energy business.

The committee displayed their post-its on the whiteboard (Attachment 2); staff distributed a list of topics compiled by staff directors.

The committee provided feedback on the concepts and suggested including high-level and big picture concepts, for example SVCE’s Strategic Plan, and suggested presenting the concepts in a way that is not overwhelming.

Director Sinks suggested offering an option to test knowledge learned by taking a quiz following the completion of learning modules. Director Smith suggested presenting information graphically and offering a library of job aides and Director Gibbons suggested developing an interactive glossary.

Board Clerk Pizano confirmed the list of topics from staff directors would be distributed electronically to committee members to provide additional feedback.
Chair Miller opened public comment. Bruce Karney suggested MAWG members be the first group to learn the material and provide feedback prior to making the modules available to board members. Chair Miller closed public comment.

4) Built Environment Programs Update (Discussion)

Director of Decarbonization and Grid Innovation Programs Aimee Bailey and Account Services Manager John Supp presented a PowerPoint presentation and responded to committee member questions.

Director Gibbons suggested staff include engineers and members of the Construction Specifications Institute in the expansion of the built environment program, and when offering technical support, consider the use of Leadership in Energy and Environmental Design (LEED) and the California Green Building Standards Code and how they interface.

Committee members suggested breaking down the chart of adopted reach codes to be more specific.

Director Sinks requested to see an overarching page which shows reach code adoption in other cities and counties.

Chair Miller opened public comment. Bruce Karney commended the reach code effort and suggested a utility user tax.

James Tuleya, resident of Sunnyvale and Chair of Carbon Free Silicon Valley, encouraged adding to the lessons learned the importance of advocacy. Tuleya suggested providing a simple version of what would be provided to architects and developers for technical assistance to councilmembers across the region, and noted Peninsula Clean Energy already approved the staff recommendation. Tuleya noted the City of Sunnyvale’s Climate Action Plan mentions utility user taxes as something to look into.

Chair Miller closed public comment.

5) Customer Resource Center – Appliance Marketplace Contract (Discussion)

Director of Account Services and Community Relations Don Bray presented a PowerPoint presentation and responded to committee member questions.

Chair Miller left the meeting at 2:48 p.m.; Vice Chair Smith presided over the remainder of the meeting.

Vice Chair Smith opened public comment. James Tuleya, Home Energy Analytics, noted ‘Energy Use and Emissions’ was no longer listed as a key element, and recommended the overarching website include a page that would reference existing programs that are already being paid for by rate payers.

Vice Chair Smith closed public comment.
Director of Account Services and Community Relations Bray addressed the comment from Tuleya.

Committee/Staff Remarks
Director Gibbons thanked staff for addressing a question last week, and announced she would be unable to attend the March Executive Committee meeting.

Adjournment
Vice Chair Smith adjourned the meeting at 2:56 p.m.

Attachments
1. Executive Committee Exercise Prompts
2. Exercise #2 Post-it Responses from Executive Committee Members
Exercise #1: Are these the right questions to ask? – 5 minutes

1. What do you feel are the most important topics to discuss with incoming members within their first month of being on the Board?

2. Out of the various forms of education offered throughout your tenure as a Director, what do you feel was the most beneficial to learning about the business and organization? (ex: special meetings, one-on-one meetings with the CEO, staff meetings, written correspondence, distributed materials, committee membership, etc.)

3. What topic(s) were the most difficult to understand and should be addressed in greater length and detail?

4. What advice would you give to incoming board members on their SVCE board assignment?

5. Any other feedback you can suggest about how to successfully onboard new directors and prepare them for success?


- Use post-its to write concepts you feel are most important to understand as a Board member (both for new incoming directors and existing directors)
  - 5-minutes
  - Ideas will be shared

Keep in mind…

- What are fundamental topics for Board members?
- What are the topics we tend to revisit most often?
- What topics would be most useful to have as a reference point?
- Where do we get power (vendors & contracts)

- What is "clean" power?
  "Renewable"
  "GHG Free"

  How does the "Accounting" for clean power work?

- How does money flow?

  Customer
  \[ \text{Power - SCVE} \]
  \[ \text{Power - PCE} \]
  \[ \text{Power - PPC} \]
  \[ \text{Power - PCC} \]
  \[ \text{Power - PCC} \]

- What is the plan - Execute process

  Strategic plan
  \[ \text{CEO Goals} \]
  \[ \text{Staff plans} \]
  \[ \text{Action} \]
  \[ \text{Evaluation} \]
Tier Zero - Base Level Details

Who?
What?
Why?
How?
When?
Why me?
Where?

PPAs
What are they & why we care

Delivery of Desktop Ref.
- Online, not paper
- Linked In, Learning Learning is a great platform
- Supply Bd members by subscription

Exercise #2: Chair Howard Miller Responses
NEM
& why residential
Solar doesn't count

CPUC
\& PDs
\& \&
And why we care

RPS
L pcc x Categories
& why we care
Unpacking our power statements

1. What do all the line items mean?

Unpacking our power labels, what they mean
Related Organizations

Terminology/Glossary (explains a lot)

Mission Statement

Business Structure & options/Agreements
- Other CCA's
- Grants
- Programs

1. Power Source
   - Types
   - Bundles

Reps & Reporting requirements

CPUC
- Roll, timing, impact

Strategic Plan

Rates
- Influences
- Process
- Timing
- Financial Impact
Exercise #2: Chair Howard Miller Responses

Why was SVC (or other CCA's) established?

What were the goals and how have they evolved?

How does the business of energy generation, transmission and delivery work in our area?

How does it fit in the context of other players?

PGE
Other CCAs
CPUC
Legislature
CALS
CA