



Silicon Valley Clean Energy Executive Committee Meeting

Monday, November 23, 2020
11:00 am

Howard Miller, Chair
City of Saratoga

Nancy Smith, Vice Chair
City of Sunnyvale

Liz Gibbons
City of Campbell

Rod Sinks
City of Cupertino

Fred M. Tovar
City of Gilroy

Neysa Fligor
City of Los Altos

George Tyson
Town of Los Altos Hills

Rob Rennie
Town of Los Gatos

Carmen Montano
City of Milpitas

Javed Ellahie
City of Monte Sereno

Yvonne Martinez Beltran
City of Morgan Hill

Margaret Abe-Koga
City of Mountain View

Susan Ellenberg
County of Santa Clara

Teleconference Meeting
Webinar:

<https://zoom.us/j/92639900135>

Or by Telephone (Audio only):
US: +1 669 900-9128
Webinar ID: 926 3990 0135

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 public comment period or the applicable agenda item. The public will also have an opportunity to provide comments during the meeting.

The public may provide comments on any matter listed on the Agenda. Speakers are customarily limited to 3 minutes each, however, the Committee Chair may increase or decrease the time allotted to each speaker based on the number of speakers, the length of the agenda and the complexity of the subject matter. Speaking time will not be decreased to less than one minute.

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 matter not listed on the Agenda provided that it is within the subject matter jurisdiction of SVCE. Speakers are customarily limited to 3 minutes each, however, the Committee Chair may increase or decrease the time allotted to each speaker based on the number of speakers, the length of the agenda and the complexity of the subject matter. Speaking time will not be decreased to less than one minute.

svcleanenergy.org

333 W El Camino Real
Suite 330
Sunnyvale, CA 94087



Consent Calendar (Action)

- 1) Approve Minutes of the October 23, 2020, Executive Committee Meeting

Howard Miller, Chair
City of Saratoga

Regular Calendar

- 2) CEO Update (Discussion)
- 3) Recommend Amendment to the Amended and Restated Engagement Letter with Hall Law PC (Action)
- 4) Outgoing Chair and Vice Chair Planning (Action)
- 5) SVCE Information Update on 2021 SVCE Board Elections (Discussion)
- 6) 'Digital Pivot' Update and Customer Engagement Survey Results (Discussion)

Nancy Smith, Vice Chair
City of Sunnyvale

Liz Gibbons
City of Campbell

Rod Sinks
City of Cupertino

Fred M. Tovar
City of Gilroy

Committee/Staff Remarks

Neysa Fligor
City of Los Altos

Adjourn

George Tyson
Town of Los Altos Hills

Rob Rennie
Town of Los Gatos

Carmen Montano
City of Milpitas

Javed Ellahie
City of Monte Sereno

Yvonne Martinez Beltran
City of Morgan Hill

Margaret Abe-Koga
City of Mountain View

Susan Ellenberg
County of Santa Clara

svcleanenergy.org

333 W El Camino Real
Suite 330
Sunnyvale, CA 94087



**Silicon Valley Clean Energy
Executive Committee Meeting**
Friday, October 23, 2020
8:30 a.m.

Howard Miller, Chair
City of Saratoga

Nancy Smith, Vice Chair
City of Sunnyvale

Liz Gibbons
City of Campbell

Rod Sinks
City of Cupertino

Fred M. Tovar
City of Gilroy

Neysa Fligor
City of Los Altos

George Tyson
Town of Los Altos Hills

Rob Rennie
Town of Los Gatos

Carmen Montano
City of Milpitas

Javed Ellahie
City of Monte Sereno

Yvonne Martinez Beltran
City of Morgan Hill

Margaret Abe-Koga
City of Mountain View

Susan Ellenberg
County of Santa Clara

Pursuant to State of California Executive Order N-29-20, dated March 17, 2020, the meeting was conducted via teleconference.

DRAFT MINUTES

Call to Order

Chair Miller called the meeting to order at 8:30 a.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
Director Margaret Abe-Koga, Mountain View

Absent:

None.

All committee members participated via teleconference.

Public Comment on Matters Not Listed on the Agenda

Prior to considering the Consent Calendar, Chair Miller announced a request to hear Item 2) *Innovation Programs Update* prior to considering the Consent Calendar; there were no objections from the committee.

Consent Calendar

The Consent Calendar was considered following Item 2.

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

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

The motion carried unanimously by verbal roll call vote.



Howard Miller, Chair
City of Saratoga

1) Approve Minutes of the September 25, 2020, Executive Committee Meeting

Following the Consent Calendar, the Committee heard Item 3.

Nancy Smith, Vice Chair
City of Sunnyvale

Regular Calendar

Liz Gibbons
City of Campbell

2) Innovation Programs Update (Discussion)

Item 2 was heard following Roll Call.

Rod Sinks
City of Cupertino

Director of Decarbonization and Grid Innovation Programs Aimee Bailey presented a PowerPoint presentation and responded to committee member questions.

Fred M. Tovar
City of Gilroy

Committee members provided comments and feedback which included:
Chair Miller suggested including dollar amounts in the six key focus areas to see things in broader context;
Vice Chair Smith requested Staff provide a summary of how the pilots have led to additional outcomes to deploy to larger scale, and include data on how many of the pilots have made it to each stage;
Director Sinks requested SVCE have metrics that would let SVCE publicize how we are moving the needle;
Director Gibbons suggested SVCE keep partnerships with organizations;
Director Abe-Koga commented it would be helpful to have a bigger overview when we're ready to ramp up our programs.

Neysa Fligor
City of Los Altos

George Tyson
Town of Los Altos Hills

Rob Rennie
Town of Los Gatos

Chair Miller summarized committee member comments that they are happy with what's going on and not adverse to the budget proposal being made. Chair Miller noted if other opportunities should avail themselves, it seems it would be a worthy discussion in the context of SVCE's overall priorities.

Carmen Montano
City of Milpitas

Director Gibbons added including more detail about the progress of the different pilots which have been sponsored would be very beneficial.

Javed Ellahie
City of Monte Sereno

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

Yvonne Martinez Beltran
City of Morgan Hill

Following Item 2, the Committee considered the Consent Calendar.

Margaret Abe-Koga
City of Mountain View

3) CEO Update (Discussion)

Item 3 was heard following the Consent Calendar.

Susan Ellenberg
County of Santa Clara

CEO Balachandran provided an update on contracting for the power prepay program, Central Coast Community Energy's Standard & Poors credit rating of A, announcement of SVCE's incoming Chief Financial Officer and Director of Administrative Services Amrit Singh, and general hiring information. CEO Balachandran responded to committee member questions.

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

svcleanenergy.org

333 W El Camino Real
Suite 330
Sunnyvale, CA 94087



Howard Miller, Chair
City of Saratoga

4) Super JPA Formation (Discussion)

CEO Balachandran presented a PowerPoint presentation and responded to committee member questions.

Nancy Smith, Vice Chair
City of Sunnyvale

Chair Miller supported bringing the topic of the super joint powers authority through various SVCE committees and summarized committee member comments that the topic can be complicated, but they are happy SVCE is moving forward.

Liz Gibbons
City of Campbell

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

Rod Sinks
City of Cupertino

5) Upcoming Position Requests (Discussion)

Fred M. Tovar
City of Gilroy

CEO Balachandran and Director of Regulatory and Legislative Policy Melicia Charles presented a PowerPoint presentation. Staff responded to committee member questions.

Neysa Fligor
City of Los Altos

Chair Miller commented the importance of making clear the thought process has now been formulated for the position of Senior Government Affairs Manager, which was previously vocalized at the annual budget adoption, and this is not an unexpected request.

George Tyson
Town of Los Altos Hills

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

Rob Rennie
Town of Los Gatos

Committee/Staff Remarks

None.

Carmen Montano
City of Milpitas

Adjournment

Chair Miller adjourned the meeting at 9:48 a.m.

Javed Ellahie
City of Monte Sereno

Yvonne Martinez Beltran
City of Morgan Hill

Margaret Abe-Koga
City of Mountain View

Susan Ellenberg
County of Santa Clara



Staff Report – Item 2

Item 2: CEO Update

From: Girish Balachandran, CEO

Prepared by: Andrea Pizano, Board Clerk/Executive Assistant

Date: 11/23/2020

This item will be addressed in the form of an oral report and presentation to the Executive Committee from CEO Girish Balachandran.

The CEO will provide an update on:

1. The formation of the California Community Power (CC Power) JPA that is expected to be provided to the full Board for approval on December 9th
2. Review of the agenda for the December 9th Board meeting
3. Other current matters



Staff Report – Item 3

Item 3: Recommend Amendment to the Amended and Restated Engagement Letter with Hall Law PC

From: Girish Balachandran, CEO

Prepared by: Andrea Pizano, Board Clerk/Executive Assistant

Date: 11/23/2020

This item will be addressed as a presentation to the committee from Director of Power Resources Monica Padilla, with a staff recommendation for the Executive Committee to recommend Board approval of Amendment No. 1 to the Amended and Restated Engagement Letter with Hall Energy Law PC for Legal Services Related to SVCE's Energy and Capacity Transaction Needs and Long-term Power Purchase Agreements to increase the Not-to-Exceed amount from \$300,000 to \$400,000 for the same three-year contract term and scope of work.



Staff Report – Item 4

Item 4: Outgoing Chair and Vice Chair Planning

From: Girish Balachandran, CEO

Prepared by: Andrea Pizano, Board Clerk/Executive Assistant

Date: 11/23/2020

RECOMMENDATION

Staff recommends the Executive Committee discuss and recommend a process for beginning the January Board of Directors and Executive Committee meetings in the absence of the outgoing Chair and Vice Chair. This recommendation will then be presented to the Board at the December board meeting for approval.

BACKGROUND

Our first Board meeting of the year on January 13th, 2021 is the Annual Meeting of the Board, where a new Chair and Vice Chair will be selected. Chair Miller and Vice Chair Smith will not be returning to SVCE's Board in 2021 and will not be present to begin the meeting.

Similarly, the first meeting of the 2021 Executive Committee (date and time to be determined) will also be missing the current Chair and Vice Chair.

ANALYSIS & DISCUSSION

Staff has consulted with general counsel regarding the options to begin the meeting without a Chair or Vice Chair, which are outlined below.

1. The Alternate Director for Saratoga could open the meeting and conduct the nominations for chair; or
2. The Board can appoint an Interim Chair at the December meeting who would serve until the regular chair is selected at the January meeting.

Staff is requesting the Executive Committee discuss these two options, and vote on a recommendation for the December board meeting.

STRATEGIC PLAN

Not applicable.

ALTERNATIVE

Staff is open to suggestions from the committee.

FISCAL IMPACT

No fiscal impact as a result of planning for succession.



Staff Report – Item 5

Item 5: SVCE Information Update on 2021 SVCE Board Elections

From: Girish Balachandran, CEO

From: Andrea Pizano, Board Clerk/Executive Assistant

Date: 11/23/2020

RECOMMENDATION

Staff recommends that the Executive Committee review the selection process and timeline for SVCE’s Chair, Vice Chair, and Committee members.

BACKGROUND

At the October 24, 2018 meeting, the Board approved a timeline to appoint SVCE’s Chair, Vice Chair and Executive Committee members in January, with remaining committees assigned at the February Board of Directors meeting. SVCE’s Operating Rules and Regulations were then amended in November 2018 to reflect the timing of selections.

SVCE has been using a selection process for the positions of Chair, Vice Chair, and committees which includes the Board Clerk requesting letters of interest for the positions of Chair and Vice Chair prior to the board meeting to be included in the agenda packet, and requesting board members complete a committee matrix which indicates interest in either continuing their membership in a committee, dropping their membership in a committee, or joining a committee.

The roles of Chair, Vice Chair, and the Executive Committee are scheduled to be selected at the January 13, 2021 meeting, with remaining committee assignments made at the February 10, 2021 meeting.

ANALYSIS & DISCUSSION

Using a similar process followed in previous years, the Board Clerk will send information to the Board of Directors following the December 2020 board meeting with a call for letters of interest for the positions of Chair and Vice Chair; letters of interest received for these positions will be included in the January Board of Directors meeting agenda packet. Directors interested in serving on the Executive Committee will also be asked to notify the Board Clerk during this time and names will be included in the staff report for the January board meeting. Nominations will also be accepted from the floor for Chair, Vice Chair and Executive Committee membership.

Following the January board meeting, the Board Clerk will distribute a matrix to board members to indicate interest in SVCE’s other committees (Finance and Administration Committee, Audit Committee, and any additional committees formed by the Board between now and January). These spreadsheets will be collected prior to the February board meeting, and staff will include the names of interested directors for each committee in the February board meeting staff report. Requests to join committees will be accepted from the floor.

STRATEGIC PLAN

Appointing SVCE’s representatives supports our mission and goals of the Strategic Plan.

ALTERNATIVE

Staff is open to suggestions from the committee on the process for Chair/Vice Chair and committee selections.

FISCAL IMPACT

There would be no fiscal impact as a result of making appointments.

ATTACHMENTS

1. 2021 Proposed Deadline Spreadsheet
2. Draft Committee Matrix for 2021



2021 SVCE Board Elections Timeline

November 23, 2020: Overview discussion of process and timeline with SVCE Executive Committee

December 9, 2020: Staff presents item at the Board meeting outlining process for 2021 elections based on Executive Committee feedback

December 11, 2020: Board Clerk will send a request for letters/indications of interest for the Chair/Vice Chair positions as well as interest from members looking to serve on the Executive Committee for 2021

January 4, 2021: Letters of interest for Chair/Vice Chair and expression of interest for Executive Committee membership responses due to Board Clerk

January 13, 2021: Chair, Vice Chair, and Executive Committee selections made at the Board of Directors meeting

January 15, 2021: Board Clerk will distribute Committee Matrix worksheet to Directors to indicate interest in serving/continuing to serve on remaining committees

February 1, 2021: Committee Matrix worksheets due to Board Clerk

February 10, 2021: SVCE Committee assignments made at the Board of Directors meeting

2021 Committee Matrix Worksheet

NAME:
DATE:

Committee	Description	Meeting Details	Current Roster	Interest in serving for 2020	
				Yes	No
Executive Committee	The Executive Committee is a subset of the Board of Directors; they provide input and support to SVCE on operational and policy matters. The Executive Committee is made up of five Directors of the Board.	Time: 8:30am-10:30am Frequency: Monthly Location: Virtual	<ul style="list-style-type: none"> •Howard Miller (Chair) - Outgoing •Nancy Smith (Vice Chair) - Outgoing •Margaret Abe-Koga •Liz Gibbons •Rod Sinks <p>Not on committee, but interested for 2021</p>	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
Finance & Administration Committee	The Finance & Administration Committee consists of no fewer than three members and no greater than six members, and can be Board members, Alternate Board members, or a Board appointed Agency staff member. The Finance and Administration Committee works with SVCE staff on items related to financial and administrative issues that impact the agency.	Time: TBD Frequency: Quarterly & as needed Location: Virtual	<ul style="list-style-type: none"> •Rob Rennie (Chair) •Javed Ellahie (Vice Chair) •Howard Miller - Outgoing •Liz Gibbons •Maria Öberg <p>Not on committee, but interested for 2021</p>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Audit Committee	The Audit Committee consists of no fewer than three members and no greater than six members, and can be Board members, Alternate Board members, or a Board appointed Agency staff member. The Audit Committee works with SVCE staff on the initiation and receiving of the annual audit.	Time: TBD Frequency: Twice yearly & as needed Location: Virtual	<ul style="list-style-type: none"> •Nancy Smith (Chair) - Outgoing •Elaine Marshall (Vice Chair) •George Tyson <p>Not on committee, but interested for 2021</p>	<input type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>



Staff Report – Item 6

Item 6: 'Digital Pivot' Update and Customer Engagement Survey Results

From: Girish Balachandran, CEO

Prepared by: Andrea Pizano, Board Clerk/Executive Assistant

Date: 11/23/2020

This item will be addressed as a presentation to the committee from Director of Account Services and Community Relations Don Bray and Communications Manager Pamela Leonard on results of SVCE's Customer Engagement Survey.