



Local. Renewable. Ours.

50 Old Courthouse Square, Suite 605  
Santa Rosa, CA 95404

**SONOMA CLEAN POWER AUTHORITY  
BUSINESS OPERATIONS COMMITTEE  
MEETING MINUTES  
Monday, August 18, 2014**

**I. CALL TO ORDER:**

Meeting called to order by BOC Chair Susan Briski at 9:00 A.M.

Committee Members Present:

Chair Susan Briski, Mike Gogna, Bill Mattinson, Paul Brophy

Staff Present: CEO Geof Syphers, General Counsel Kelly Foley, Director of Power and Procurement Nathanael Miksis, Executive Assistant Stephanie Reynolds

**II. BUSINESS OPERATIONS COMMITTEE REGULAR CALENDAR:**

Discussion on omitting Item #4 on the agenda due to no changes proposed to the current process. CM Gogna stated he requested a general item, not to propose changes. CEO Syphers requested the item be left on the agenda for further discussion.

1. Approve the May 15, 2014 minutes of the joint Ratepayer Advisory Committee and Business Operations Committee meeting.

Motion by CM Gogna to approve the May 15, 2014 minutes, as corrected.

Second: CM Mattinson

Motion approved 4-0-0

Public comment: None

2. Approve the June 10, 2014; July 2, 2014; and the July 31, 2014 minutes of the Sonoma Clean Power Business Operations Committee.

A separate vote was taken on each set of minutes.

CM Mattinson moved to approve the June 10, 2014 minutes, which were amended to include the email submitted to the Committee by CM Brophy and minor corrections.

Second: CM Gogna

Motion carried: 3-0-1 (Brophy abstained, due to absence at 6/10/14 meeting)



*Joint Meeting of the RAC/BOC  
June 10, 2014*

Motion by CM Gogna to approve the July 2, 2014 minutes.  
Second by CM Mattinson.

Motion carried: 4-0-0

Motion to approve July 31, 2014 minutes, as edited, by CM Gogna.  
Second by CM Brophy.

Motion carried: 4-0-0

Public comment: None

A brief update by CEO Syphers was given regarding the recent purchase of power and a decrease in the availability of hydroelectric power. He introduced SCP's Director of Power and Procurement, Nathanael Miksis. Discussion on procurement for 2016 and proposed increases in PG&E rates. It was noted that if the majority of PG&E increases occur on the non-electric gas portion of the bill, all ratepayers will be affected.

3. Review Draft Resource Plan and consider formation of an ad-hoc committee for future Resource Plan Reviews.

Chair Briski requested a general timeline and description of the process for the SCP Resource Plan. CEO Syphers discussed the need for an ad hoc committee of the BOC be formed to help streamline the process vs. only discussing monthly at meetings. The ad hoc would not meet until after September 1<sup>st</sup>, when new member Dick Dowd will be in place so the ad hoc would not represent a quorum of the BOC members.

Public Comment:

Bob Williamson - Discussion on the difference between the proposed SCP Resource Plan and Marin's current Integrated Resource Plan. The SCP Resource Plan would be focused on procurement and planning.

Woody Hastings - Asked if the ad hoc meetings would be open to the public. Counsel Foley responded that ad hoc meetings are not open to the public and used for detailed work and time with staff. The information would then be presented to the BOC at a public meeting for further input and opinions.

John Rosenbloom – Suggested that the ad hoc be comprised of people with expertise in renewable energy, not solely on-demand. CEO Syphers stated that the members would have expertise in both areas.

Motion by CM Gogna to appoint CMs Mattinson and Brophy to the Resource Plan Ad Hoc.

Seconded: CM Mattinson



Joint Meeting of the RAC/BOC  
June 10, 2014

Motion carried: 4-0-0

Continued discussion on the draft Resource Plan. CM Brophy asked about stakeholder involvement. Director Miksis stated that the process would be open to the public. Updates to the draft document would be posted to the SCP website. CM Brophy requested clarification on the process for submitting comments. General Counsel Foley suggested the BOC set a due date for comments and that comments, questions and responses be posted to the SCP website. CM Gogna asked for clarification on the structure of the document and how to address corrections. Foley expressed that the document is still in rough draft form and wording and format will be clarified during the ad hoc and public input process.

Public Comment:

Bob Williamson – Discussion on tying the Resource Plan back to SCP financial statements.

Woody Hastings – Spoke to public outreach and the need to be more proactive with certain sectors (generation community and local experts) and take advantage of work that has already been done locally. Staff agreed and stated that certain documents (example: RESCO work) will be listed in appendices.

John Rosenbloom – Discussed using the Resource Plan as a guiding principle and that as a CCA, SCP can go beyond what is required of the IOUs.

Andy Ferguson – Requests inclusion of absolute vs. proximate goals in a snapshot for easier understanding.

Peter Renfro – Asks that SCP be mindful of defining stimulation only by job creation and expand to include other developments.

Chair Briski asked for final comments from the BOC. She expressed that when drafting the Resource Plan, staff needs to be flexible enough to allow for new progress while providing a clear forecast that would keep risks low for SCP. She also spoke to the time horizon in the document and asked that some graphics, such as tables and graphs be used to easily visualize the information provided. CM Mattinson commented on specific sections and asks that definitions and abbreviations be included in the appendix. CM Brophy responded to comments made by the public. The current MEA document is for a ten-year period. To compose this type of document, more information is needed than SCP has at this time. A good starting point would be to study details as part of the ad hoc and possibly provide a companion report to the Resource Plan with more detailed information. The overriding goal is to remain solvent and comply with the JPA or no other objectives will be reached. Brophy also suggested an automatic update time be included in the plan, as it will be a living document.

Per Director Miksis, the draft plan to be posted to the SCP website by close of business, 8/20/14.



Joint Meeting of the RAC/BOC  
June 10, 2014

4. Discussion regarding BOC contract review process and procedures.

CM Gogna discussed the May BOC meeting where committee members Brophy and Mattinson were appointed to review contracts. He also stated a different procedure had been used for short-term contracts in the past and requested clarification on the process. CEO Syphers stated a combination of factors have come in to consideration while forming the current process. There has been difficulty finding members that do not have personal or business conflicts and the SCP Board of Directors also needed to form an ad hoc committee to review and execute contracts. There cannot be two ad hocs serving the same capacity. Counsel Foley also stated that currently two directors and the Chairs of the BOC and RAC are serving as the ad hoc, with the two Chairs serving as advisors to their own committees. This committee expires on December 31, 2014. It was noted that the BOC ad hoc did not move forward and has not met.

Motion by CM Gogna to disband the BOC Ad Hoc for contract review.  
Seconded: CM Mattinson

Motion carried: 4-0-0

Public Comment:

John Rosenbloom – Concern expressed over how conflicts of interest are dealt with during an apparently secretive process. Counsel Foley explained the process of completing forms each year to comply with the Fair Political Practices Commission and that each Board and Committee member must file annually stating his/her interests and/or conflicts.

Jack Buckhorn – Questioned why an ad hoc is formed instead of standing committees. CM Gogna stated that standing committees are subject to the Brown Act, which are open to the public and do not work for meetings scheduled with short notice.

5. Review of priority table and discussion on agenda items for future meetings.

- Discussion on bilateral v. RFPs for contracts (procurement and non-procurement contracts) and development of a process.
- Continued informational presentations on the Resource Plan as it develops. (*September BOC meeting*)
- Quarterly report from CEO on meeting JPA goals, and items requested by the chair (*October BOC meeting*)
- REC Workshop (medium to low priority)
- Committee roles and responsibilities and a continuation of joint committee conversations (medium priority)



Joint Meeting of the RAC/BOC  
June 10, 2014

**III. Public Comment on Matters Not Listed on the Agenda:**

Bob Williamson – Reminds BOC members that the Ratepayer Advisory Committee is a stakeholder group.

**IV. Adjournment:** 11:54 A.M.

Respectfully submitted,

Stephanie Reynolds