

**MEETING MINUTES
SONOMA CLEAN POWER AUTHORITY
BOARD OF DIRECTORS
THURSDAY, OCTOBER 22, 2015
50 Santa Rosa Avenue, Fifth Floor
Santa Rosa, California**

I. CALL TO ORDER

The meeting was called to order by Chair Landman at 8:45 A.M. with Directors King, Okrepkie, Stafford (for Schwartz), Gorin, Slayter, Cook, Wysocky, and Cox also present.

Staff Present: CEO Geof Syphers, Authority Counsel Steve Shupe, Director of Public Affairs and Marketing Kate Kelly, and Internal Operations Manager Stephanie Reynolds

II. CLOSED SESSION

1. CEO Syphers stated that because the nature of the item includes General Counsel appointment, SCP's Human Relations attorney, Linda Daube, is handling any legal needs required for the closed session item. The Board recessed to closed session at 8:46 A.M with CEO Syphers and Internal Operations Director Stephanie Reynolds.

9:07 Reconvened from closed session

Report out from Closed Session by Chair Landman: Staff will continue to work with HR Attorney Linda Daube to continue research and report back at the next board meeting.

III. BOARD OF DIRECTORS CONSENT CALENDAR

2. Approve the August 6, 2015 meeting minutes of the Sonoma Clean Power Authority Board of Directors.

CEO Syphers asked that a quote from a letter submitted by George Beeler be added under Item #9 of the minutes.

Motion to accept minutes as submitted with the addition noted, by Director Wysocky.
Seconded by Director Gorin.

Motion approved: 8-0-1 (Stafford/RP Abstained)

IV. BOARD OF DIRECTORS REGULAR CALENDAR

3. Receive Operations Update and provide direction as appropriate
Present: CEO Syphers



-CEO Syphers introduced Senior Power Analyst Rebecca Simonson, who started with SCP in late August.

-Update on electric vehicle (EV) progress and why SCP would benefit from an increase in EVs in Sonoma County. RFPs have been received from companies offering service designing EV programs and offering technical assistance to SCP. CEO Syphers also reported on a meeting held on 10/20/15 at the SCP office with consultants, management from the CAISO, Lawrence Berkeley National Laboratories, the Sonoma County Transportation Authority/Regional Climate Protection Authority, and the Water Agency to discuss the goal of deploying a large number of EVs in Sonoma County. SCP staff plans on continuing work on a large-scale EV program.

Chair Landman asked to pause for questions from BOD. Director Slayter asked who would own the EVs. CEO Syphers stated the efforts are to shift both residential and commercial vehicle owners. Director Gorin stated the need to provide charging stations at low income housing locations and the need to network and provide access, working with major employers. Director King directed staff to provide proposals in as much time in advance of Board meetings as possible for adequate review. CEO Syphers stated that the Board will be presented with program information several times before any major budget is requested. Director Stafford expressed Dir Schwartz agreed with other board members comments regarding offering benefits to low income communities.

-A workshop was held for local solar industry stakeholders to discuss future industry concerns.

-Brett Bradford from Pisent and Brinker, CPAs, presented a review of the 2014 and 2015 audited financial statements.

Public Comment:

Bob Williamson - Have any of the SCP programs matured and will programs be audited for accuracy? CPA Mike Maher responded that when the items become material to the financial statements they will be listed and even if a line item is not reported on the financial statements, it can still be audited. CEO Syphers added that measurement and verification of program activities is part of the annual budgeting process

Andy Ferguson - Commented on the EV program, the ease of a simple 110 charger can be a factor for affordability, workplace adoption, fast deployment

4. Receive State Legislative update and provide direction as appropriate

Present: CEO Syphers, Director of Public Affairs and Marketing Kate Kelly

Kate Kelly summarized the monthly report by lobbyist Kate Brandenburg and said the current focus is collaborating with fellow CCAs on what to introduce into the next session. Director Gorin stated that the industry is looking at California as a leader. She requested SCP continue to lobby with the CPUC on rooftop solar issues. CEO Syphers stated that SCP has engaged Robert Kinosian as a consultant on this matter and attorney Irene Moosen to work on this issue and other regulatory issues. SCP is working



with Marin and Lancaster to determine a path to work on these and other issues. Chair Landman directed staff to bring to the Board issues that elected officials can help with outreach on at public meetings, CSAC, CA Assembly of cities, etc.

Public Comment:

Paul Brophy – Thanked staff for legislative update and acknowledged that state is critical, but noted that federal level issues are still important and should be reported on monthly as well.

Director Slayter stated appreciation that SCP has employed a lobbyist at a higher level and hopes to increase lobbying work in the next budget.

5. Approve update to Customer Service Policy A.1 (Customer Confidentiality)

Present: CEO Syphers, Customer Care Manager Erica Torgerson

Erica Torgerson explained the need to update Policy A.1: To be in compliance with the CPUC and allowing for the change of the primary contact person without having to go to the Board, as in the case of changes in personnel.

Pub Comment: None

Motion to approve changes in Policy A.1 and allow for ministerial changes by CEO in case of personnel changes by Director Okrepkie
Seconded by Director Cox

Motion approved: 9-0-0

6. Review and provide direction on proposed policy governing service to new regions.

Present: CEO Syphers, General Counsel Steve Shupe

Continuation of conversation at previous meetings. General purpose proposal presented for feedback on draft policy and procedure. CEO Syphers asked for feedback on elements on how to bring a new territory into SCP. Staff already providing background info to regions that ask for assistance. Staff is not spending a large amount of time with other communities. Cordel Stillman and Steve Shupe have provided some assistance in that area. Discussion on affiliate or governing memberships and the way that this agency may provide service to different areas. Proposed procedure modelled after MCE's rollouts with changes to benefit SCP. Director King commented on the application procedure steps and requested an additional step including the opportunity for each Director to have a presentation at city council or Board of Supervisor meeting and having the directors report back to the SCP board after. Director Okrepkie stressed the need for the entity to align with SCP's values and be geographically close and agrees that each council should be able to give direction to their representative on the SCP



board. All directors agreed on the need to report back to their own governing bodies during the process for feedback and direction.

PUBLIC COMMENT:

George Beeler – via letter, attempted to capture five objectives which include rate stability, lowering greenhouse gas emissions, not increasing costs to existing customers. Bob Williamson – Values and priorities may differ from community to community. Asks that we speak with MCE regarding how Richmond rollout went.

Dir Slayter read questions from George Beeler’s letter

- 1-Resource Plan?
- 2-Sources
- 3-Start up issues?
- 4-Staffing requirements

Chair Landman discussed how the rollouts may delay programs and that any rollout should allow SCP to continue current work without adversely affecting progress. CEO Syphers stated that the questions are relevant, but responses could vary depending on a particular region. Most responses are in the proposed policies. Director Wysocky stated concern about making any recommendations before a presentation is made to his city. CEO stated that any of the board can ask staff to present to their cities. All directors agreed on the need to clarify “local.” Director Gorin suggested GC Shupe have a conversation with city attorneys, city managers and the CAO for the County. Perhaps working with staff can provide enough info for councils and boards. Director Slayter stated interested in adding a step that would be a letter of intent stating we received the application, are analyzing it and will proceed with set procedures. Noncommittal but a first response.

(11:14) Director Wysocky left the meeting

Chair Landman asked if the Board is willing to direct staff drafting a letter of intent to Mendocino County with a response to their letter of interest. CEO stated that a letter showing receipt and next steps would be appropriate. Director Okrepkie suggested a letter of “acknowledgement” not “intent” and GC Shupe agreed.

Public Comment: None.

IV. BOARD MEMBER ANNOUNCEMENTS

None

V. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Letter from George Beeler – Why were power content labels sent out? Why did SCP compare to the states power use instead of PG&E? CEO Syphers explained that the



Power Content Labels were required by law. There is a 9 month request process to do an insert to a PG&E mailer so cards were sent out individually this time. Next year they may be sent in a bill/mailler. For the purpose of this mailer, SCP was required to compare to the state and not to PG&E.

Chair Landman suggested that for public comments in the future to email staff ahead of time. Staff may answer questions and save time.

CEO Syphers requested cancellation of the November meeting, due to close proximity to the October meeting. The next meeting would be December 3rd.

VI. ADJOURN

11:24 A.M.

Respectfully submitted,

A handwritten signature in blue ink that reads "Stephanie Reynolds".

Stephanie Reynolds
Internal Operations Manager