

MCE BOARD MEETING MINUTES
Thursday, March 15, 2018
7:00 P.M.

APPROVED

APR 19 2018

One Concord Center
2300 Clayton Road, Suite 650
Concord, CA 94520

MARIN CLEAN ENERGY

MCE Charles F. McGlashan Board Room
1125 Tamalpais Avenue
San Rafael, CA 94901

Roll Call: Director Kate Sears called the regular Board meeting to order at 7:05 p.m. By roll call, an established quorum was met.

Present: Denise Athas, City of Novato (*San Rafael*)
Sloan Bailey, Town of Corte Madera (*Concord*)
Edi Birsan, City of Concord (*Concord*)
Lisa Blackwell, Town of Danville (*Concord*)
Ford Greene, Town of San Anselmo (*San Rafael*)
Sue Higgins, City of Oakley (*Concord*)
Greg Lyman, City of El Cerrito (*San Rafael*)
Bob McCaskill, City of Belvedere (*San Rafael*)
Andrew McCullough, City of San Rafael (*San Rafael*)
Sashi McEntee, City of Mill Valley (*San Rafael*)
Teresa Onoda, Alternate, Town of Moraga (*Concord*)
Scott Perkins, City of San Ramon (*Concord*)
Ada Recinos, Alternate, City of Richmond (*Concord*)
P. Rupert Russell, Town of Ross (*San Rafael*)
Alan Schwartzman, City of Benicia (*Concord*)
Kate Sears, Chair, County of Marin (*San Rafael*)
Don Tatzin, City of Lafayette (*Concord*)
Maureen Toms, City of Pinole (*Concord*)
Ray Withy, City of Sausalito (*San Rafael*)

Absent: Rich Carlston, City of Walnut Creek
Barbara Coler, Town of Fairfax
Arturo Cruz, City of San Pablo
Federal Glover, County of Contra Costa
Kevin Haroff, City of Larkspur
Pete Longmire, City of Pittsburg
Rob Schroder, City of Martinez
Brad Wagenknecht, County of Napa
Jon Welner, Town of Tiburon

Staff: Jessica Brooks, Board Assistant (*San Rafael*)
John Dalessi, Operations and Development (*Concord*)
Kirby Dusel, Resource Planning and Renewable Energy Programs (*Concord*)

Brian Goldstein, Resource Planning and Implementation (*Concord*)
Darlene Jackson, Board Clerk (*Concord*)
Sam Kang, Resource Planning (*Concord*)
Elizabeth Kelly, General Counsel (*San Rafael*)
David McNeil, Manager of Finance (*San Rafael*)
Enyomam Senyo-Mensah, Operations Assistant (*Concord*)
C.C. Song, Senior Policy Analyst (*San Rafael*)
Maira Strauss, Customer Programs Assistant (*San Rafael*)
Justine Parmelee, Operations Manager (*Concord*)
Alice Stover, Manager of Customer Programs, Policy and Planning (*San Rafael*)
Jamie Tuckey, Director of Public Affairs (*San Rafael*)
Dawn Weisz, Chief Executive Officer (*Concord*)
Sandra Zelaya, Public Affairs Assistant (*Concord*)

1. Board Announcements (Discussion)

There were none.

2. Public Open Time (Discussion)

Chair Sears opened the public comment period and there were comments from member of the public, Greg Murray.

3. Report from Chief Executive Officer (Discussion)

CEO, Dawn Weisz, reported on the following:

- Hard copies of the second enrollment notices were distributed to the Board. The notices will be landing in mailboxes weekly starting today and over the next three weeks. Enrollment starts April 1.
- Ms. Weisz provided the following enrollment figures as of 3/9/18 (ending the final week of the first round of mailers) in addition to the chart shown below:
 - Opt Out Rate: 4.06%
 - Residential Rate: 4.28%
 - Commercial Rate: 1.68%
 - Total Opt Outs processed: 9,653
 - Total Deep Green Enrollments: 636
 - Total Local Sol Enrollments: 3
 - Call Center Statistics as of 3/9/18
 - Total calls since 2/1/18: 8,669
 - Current Call Volume: 2,500 per week
 - Average Time to Answer since 2/1/18: 37 seconds
 - Current Average Time to Answer (staffing was increased two weeks ago): 29 seconds
 - MCE's Public Affairs team has participated in 93 events so far in 2018

4. Consent Calendar (Discussion/Action)

- C.1 Approval of 2.15.18 Meeting Minutes
- C.2 Approved Contracts Update
- C.3 Tenth Agreement with Maher Accountancy
- C.4 First Amendment to the Fifth Agreement with Community Media Center of Marin
- C.5 Second Agreement with Loud & Clear Audio Visual
- C.6 Sixth Addendum for Data Manager Services to Master Professional Services Agreement between Calpine Energy Solutions (formerly Noble Americas Energy Solutions LLC) and Marin Clean Energy (formerly Marin Energy Authority)
- C.7 AT&T Agreements for Internet Services for Concord and San Rafael Offices

Chair Sears opened the public comment period and there were no speakers.

ACTION: It was M/S/C (Tatzin/Lyman) to **approve Consent Calendar**. Agenda Item C.7 was removed from the Consent Calendar. Motion carried by unanimous roll call vote. (Absent: Directors Carlston, Coler, Cruz, Glover, Haroff, Longmire, Schroder, Wagenknecht and Welner).

5. New Residential Time-of-Use Rate (Discussion/Action)

Justin Kudo, Deputy Director of Account Services, introduced this item and addressed questions from Board members.

Chair Sears opened the public comment period and there were no speakers.

ACTION: It was M/S/C (Tatzin/Blackwell) to **adopt the Residential Time-of-Use generation rates set forth set in the staff report, retroactive to March 1, 2018**. Motion carried by unanimous roll call vote. (Absent: Directors Carlston, Coler, Cruz, Glover, Haroff, Longmire, Schroder, Wagenknecht and Welner).

6. Updating Procurement Authorities (Discussion/Action)

- a. **Adopting Resolution No. 2018-03 Rescinding Resolution No. 2017-02 and Delegating Energy Procurement Authority**
- b. **Adopting Resolution No. 2018-04 Designating the Chief Executive Officer as Purchasing Agent Pursuant to Government Code 25500 and Delegating Purchasing Agent Authority**

Elizabeth Kelly, General Counsel, introduced this item and addressed questions from Board members.

Chair Sears opened the public comment period and there were no speakers.

ACTION: It was M/S/C (Bailey/Higgins) to 1) **adopt proposed Resolution No. 2018-03 Rescinding Resolution No. 2017-02 and Delegating Energy Procurement Authority**, and 2) **adopt proposed Resolution No. 2018-04 Designating the Chief Executive Officer as Purchasing Agent and Delegating**

Purchasing Agent Authority. Motion carried by unanimous roll call vote. (Absent: Directors Carlston, Coler, Cruz, Glover, Haroff, Longmire, Schroder, Wagenknecht and Welner).

7. Proposed Amendment to MCE Policy 013: Reserve Policy (Discussion/Action)

David McNeil, Manager of Finance, introduced this item and addressed questions from Board members.

Chair Sears opened the public comment period and there were no speakers.

ACTION: It was M/S/C (Perkins/Birsan) to **approve the proposed MCE Policy 013: Reserve Policy.** Motion carried by unanimous roll call vote. (Absent: Directors Carlston, Coler, Cruz, Glover, Haroff, Longmire, Schroder, Wagenknecht and Welner).

8. Proposed Amendment to MCE Policy No. 005 – Risk Management Procedures and Controls for Transactions in the California Independent System Operator Markets (Discussion/Action)

ACTION: This item was removed from the agenda.

9. New Board Member Additions to Committees (Discussion/Action)

CEO, Dawn Weisz, introduced this item and shared with the Board that new ad hoc committees are formed each year and the invitation is opened at Board meetings for Board members to volunteer to serve. Ms. Weisz explained that the 2017 Ad Hoc Audit Committee held its last meeting on July 12, 2017 and invited Board members to volunteer to serve on the 2018 Ad Hoc Audit Committee.

The following persons volunteered to serve on the 2018 Ad Hoc Audit Committee:

- Bob McCaskill
- Andrew McCullough
- Don Tatzin

Chair Sears opened the public comment period and there were no speakers.

ACTION: It was M/S/C (Perkins/Onoda) to **approve the 2018 Ad Hoc Audit Committee consisting of the following members: Bob McCaskill, Andrew McCullough, and Don Tatzin.** Motion carried by unanimous roll call vote. (Absent: Directors Carlston, Coler, Cruz, Glover, Haroff, Longmire, Schroder, Wagenknecht and Welner).

10. Streamlining Public Works Contracting (Discussion/Action)

a. Second Reading and Adoption of Ordinance No. 2018-01 Establishing Informal Bidding Procedures under the Uniform Public Cost Accounting Act

Elizabeth Kelly, General Counsel, introduced this item and addressed items from Board members.

Chair Sears opened the public comment period and there were no speakers.

ACTION: It was M/S/C (McCullough/Greene) to **adopt Ordinance No. 2018-01 of the Board of Directors of Marin Clean Energy Establishing Informal Bidding Procedures under the Uniform Public Cost Accounting Act.** Motion carried by unanimous roll call vote. (Absent: Directors Carlston, Coler, Cruz, Glover, Haroff, Longmire, Schroder, Wagenknecht and Welner).

11. Policy Update on Regulatory and Legislative Items (Discussion)

Elizabeth Kelly, General Counsel, introduced this item and addressed questions from Board members.

Chair Sears opened the public comment period and there were no speakers.

ACTION: No action required.

12. Board Member & Staff Matters (Discussion)

There were no announcements.

13. Adjournment

Director Kate Sears adjourned the meeting at 8:20 p.m. to the next scheduled Board Meeting on April 19, 2018.



Kate Sears, Chair

Attest:



Dawn Weisz, Secretary

