

MCE  
EXECUTIVE COMMITTEE MEETING  
Friday, October 5, 2018  
12:00 P.M.

APPROVED  
DEC 07 2018  
MARIN CLEAN ENERGY

Charles F. McGlashan Room, 1125 Tamalpais Avenue, San Rafael, CA 94901  
Mt. Diablo Room, 2300 Clayton Road, Suite 1150, Concord, CA 94520

**Roll Call**

**Present:** Denise Athas, City of Novato (*San Rafael*)  
Lisa Blackwell, Town of Danville (*Concord*)  
Tom Butt, City of Richmond (*San Rafael*)  
Barbara Coler, Town of Fairfax (*San Rafael*)  
Ford Greene, Town of San Anselmo (*San Rafael*)  
Kevin Haroff, City of Larkspur (*San Rafael*)  
David Kunhardt, Town of Corte Madera (*San Rafael*)  
Bob McCaskill, City of Belvedere (*San Rafael*)  
Tim McGallian, City of Concord (*Concord*)  
Kate Sears, County of Marin (*San Rafael*)  
Dave Trotter, Town of Moraga (*Concord*)

**Absent:** Federal Glover, Contra Costa County

**Staff:** Jesica Brooks, Board Assistant (*San Rafael*)  
Sarah Estes-Smith, Director of Internal Operations (*San Rafael*)  
Katie Gaier, Manager of Human Resources (*San Rafael*)  
Darlene Jackson, Board Clerk/Executive Assistant to CEO (*Concord*)  
Vicken Kasarjian, Chief Operating Officer (*San Rafael*)  
Beth Kelly, General Counsel (*San Rafael*)  
Enyo Senyo-Mensah, Internal Operations Assistant (*Concord*)  
Dawn Weisz, CEO (*Concord*)

Quorum was established and the regular Executive Committee meeting was called to order at 12:03 P.M. by Chair Tom Butt.

**Agenda Item #04 – Report from Chief Executive Officer (Discussion)**

CEO Dawn Weisz shared with the Committee information regarding the following:

- Extended a thank you to Director Butt for representing MCE at the Supplier Diversity Banc. Alexandra McGee, Community Power Organizer for MCE provided a “CalCCA Beyond Supplier Diversity Report” at the event and it was well-received.
- The CPUC decision on the PCIA has not been made, but we expect the decision to be made on October 11th.
- Extended a thank you to all that were able to attend MCE’s Annual Board Retreat.

**Agenda Item #05 – Consent Calendar (Discussion/Action)**

- C.1 Approval of 7.6.18 Meeting Minutes
- C.2 Monthly Budget Update
- C.3 Withdrawal of MCE Policy No. 005

Chair Butt asked for public comment and there was none.

**Action: It was M/S/C (Sears/Greene) to approve Consent Calendar Items C.1 and C.3 and that Item C.3 be moved to the Board of Directors with the recommendation that the Board withdraw MCE Policy No. 005. Motion passed by unanimous vote. (Absent: Director Glover)**

**Agenda #06 – Resolution No. 2018-08 Authorizing Delegation of Authority by CEO (Discussion/Action)**

Elizabeth Kelly, General Counsel, presented this item and addressed questions from the Committee.

Chair Butt asked for public comment and there was none.

**Action: It was M/S/C (Sears/Haroff) to recommend that the Board of Directors adopt Proposed Resolution No. 2018-08. Motion carried by unanimous vote. (Absent: Director Glover)**

**Agenda #07 – Establishing an Alternative Claims Procedure (Discussion/Action)**

Elizabeth Kelly, General Counsel, presented this item and addressed questions from the Committee.

Chair Butt asked for public comment and there was none.

**Action: It was M/S/C (Trotter/Haroff) to recommend that the Board of Directors waive full reading, read by title only, and introduce for first reading Ordinance No. 2018-02 of the Board of Directors of Marin Clean Energy Establishing an Alternative Claims Procedure pursuant to Government Code 935. Motion carried by unanimous roll call vote. (Absent: Director Glover)**

**Agenda #08 – Employee Retention and Streamlining Human Resources Functions (Discussion/Action)**

Vicken Kasarjian, Chief Operating Officer, presented this item and addressed questions from the Committee.

Chair Butt asked for public comment and there was none.

Action: It was M/S/C (Haroff/Sears) to **recommend that the Board of Directors approve Resolution 2018-09**. Motion carried by unanimous vote. (Absent: Directors Glover and Greene)

**Agenda #09 – MCE Joint Powers Agreement and Land Use (Discussion)**

Elizabeth Kelly, General Counsel, presented this item and addressed questions from the Committee.

Chair Butt asked for public comment and there was none.

Action: No action required.

**Agenda #10 – Review Draft 10.18.18 Board Agenda (Discussion)**

Chair Butt asked for public comment and there was none.

Action: No action required.

The meeting was adjourned at 1:44 P.M. to the next scheduled Executive Committee Meeting on November 2, 2018.



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Tom Butt, Executive Committee Chair

ATTEST:



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Dawn Weisz, Chief Executive Officer