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**MCE BOARD MEETING MINUTES
Thursday, November 21, 2019
7:00 P.M.**

**Mt. Diablo Room
2300 Clayton Road, Suite 1150
Concord, CA 94520**

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

Called to Order: Chair Kate Sears called the regular meeting to order at 7:05 p.m.

Present: Mike Anderson, City of Lafayette (*San Rafael*)
Sloan Bailey, Town of Corte Madera (*San Rafael*)
Tom Butt, City of Richmond (*San Rafael*)
Barbara Coler, Town of Fairfax (*San Rafael*)
John Gioia, Contra Costa County (*San Rafael*)
Ford Greene, Town of San Anselmo (*San Rafael*)
Kevin Haroff, City of Larkspur (*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*)
Elizabeth Pabon-Alvarado, City of San Pablo (*Concord*)
Elizabeth Patterson, City of Benicia (*Concord*)
Scott Perkins, City of San Ramon (*Concord*)
Rupert Russell, Town of Ross (*San Rafael*)
Vincent Salimi, City of Pinole (*Concord*)
Kate Sears, County of Marin (*San Rafael*)
Renata Sos, Town of Moraga (*Concord*)
Justin Wedel, City of Walnut Creek (*Concord*)
David Kulik Alternate, Town of Tiburon (*San Rafael*)

Absent: Denise Athas, City of Novato
Lisa Blackwell, Town of Danville
Tim McGallian, City of Concord
Shanelle Scales-Preston, City of Pittsburg
Rob Schroder, City of Martinez
Brad Wagenknecht, County of Napa
John Vasquez, County of Solano
Ray Withy, City of Sausalito and City of Mill Valley

**Staff
& Others:** Jessica Brooks, Assistant Board Clerk (*San Rafael*)
Jenna Famular, Community Development Manager (*Concord*)
Alice Havenar-Daughton (*Concord*)

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Darlene Jackson, Board Clerk (*Concord*)
Sam Kang, Resource Planning (*Concord*)
Vicken Kasarjian, Chief Operating Officer (*San Rafael*)
Catalina Murphy, Legal Counsel (*San Rafael*)
Garth Salisbury, Director of Finance (*San Rafael*)
Daniel Settlemyer, Regulatory & Legislative Policy Assistant (*San Rafael*)
Heather Shepard, Director of Public Affairs (*San Rafael*)
Shalini Swaroop, General Counsel (*San Rafael*)
Dawn Weisz, Chief Executive Officer (*Concord*)
Brett Wiley, Customer Programs Manager (*Concord*)
Sandra Zelaya, Public Affairs Assistant (*Concord*)

1. Roll Call/Quorum

Director Kate Sears called the regular meeting to order at 7:05 p.m. with quorum established by roll call.

2. Public Open Time (Discussion)

There were comments from member of the public Sam Sparrow in San Rafael.

CLOSED SESSION CONVENED AT 7:15 p.m.

3. Conference with Legal Counsel – Existing Litigation (Paragraph (1) of subdivision (d) of Section 54956.9
Name of Case: PG&E Bankruptcy Petition #: 19-30089, MCE as an Interested Party and Creditor

REGULAR SESSION RECONVENED AT 8:16 p.m.

4. Roll Call/Quorum

Quorum was established by roll call.

5. Board Announcements (Discussion)

There were none.

6. Public Open Time (Discussion)

Chair Sears opened the public comment period and there were comments from member of the public Lori Grace in San Rafael.

7. Report from Chief Executive Officer (Discussion)

CEO Dawn Weisz, reported the following:

- County Reports are available at the dais.

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- Net Energy Metering Incentives are being adjusted. More information will be provided at the December Technical Committee meeting.
- Ad Hoc Contracts Committee will be addressed later on the agenda.
- Reminder of the MCE Holiday Party on December 6th, 6pm at the Napa Valley Marriott.

8. Consent Calendar (Discussion/Action)

- C.1 Approval of 6.20.19 Meeting Minutes
- C.2 Approval of 9.18.19 Meeting Minutes
- C.3 Approved Contracts Update

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

Action: It was M/S/C (Perkins/Higgins) to **approve Consent Calendar items: C.1-C.3.** The motion carried by unanimous vote. (Absent: Directors Athas, Blackwell, McGallian, Scales-Preston, Schroder, Wagenknecht, Withy, and Vasquez.)

9. Receive Applicant Analysis and Consider 1. Resolution 2019-05 of the Board of Directors of MCE approving the Cities of Vallejo and Pleasant Hill as Members of MCE; 2. Amendment 14 to the MCE JPA Agreement; and 3. Direction to Submit Amendment No. 7 to the MCE Implementation Plan and Statement of Intent (Discussion/Action)

Jenna Famular, Community Development Manager and Sam Kang Pacific Energy Advisors Consultants, presented this item and addressed questions from Board members.

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

Action: It was M/S/C (Patterson/Haroff) to 1) **approve Resolution 2019-05 of the Board of Directors of MCE approving the Cities of Vallejo and Pleasant Hill as Members of MCE, 2) approve Amendment 14 to the MCE JPA Agreement and, 3) direct staff to submit Amendment No. 7 to the MCE Implementation Plan and Statement of Intent.** The motion carried by unanimous vote. (Absent: Directors Athas, Blackwell, McGallian, Scales-Preston, Schroder, Wagenknecht, Withy, and Vasquez).

10. Fiscal Year 2019/20 Operating Fund Budget Amendment (Discussion/Action)

Director of Finance, Garth Salisbury and Senior Finance Analyst, Maira Strauss presented this item and addressed questions from Board members.

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

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Action: It was M/S/C (Haroff/Greene) to **recommend that the MCE Board approve the proposed FY 2019/20 Operating Fund Budget Amendment to include the creation and initial funding of a Resiliency Reserve in the amount of \$3,000,000.** The motion carried by unanimous vote. (Absent: Directors Athas, Blackwell, McGallian, Scales-Preston, Schroder, Wagenknecht, Withy, and Vasquez).

11. Resolution 2019-06 Establishing an Operating Reserve Fund (Discussion/Action)

Director of Finance, Garth Salisbury introduced this item and addressed questions from Board members.

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

Action: It was M/S/C (Perkins/Coler) to **approve Resolution 2019-06 Establishing an Operating Reserve Fund.** The motion carried by unanimous roll call vote. Absent: Directors Athas, Blackwell, McGallian, Scales-Preston, Schroder, Wagenknecht, Withy, and Vasquez).

12. Amendments to MCE Policy 013: Reserve Policy (Discussion/Action)

Director of Finance, Garth Salisbury introduced this item and addressed questions from Board members.

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

Action: It was M/S/C (Patterson/Coler) to **approve the proposed amendments to MCE Policy 013: Reserve Policy.** The motion carried by unanimous vote. (Absent: Directors Athas, Blackwell, McGallian, Scales-Preston, Schroder, Wagenknecht, Withy, and Vasquez).

13. Resolution 2019-07 Approving and Authorizing the Execution and Delivery of a Revolving Credit Agreement with JPMorgan Chase Bank, N.A. (Discussion)

Vicken Kasarjian, Chief Operating Officer introduced this item and addressed questions from Board members.

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

Action: It was M/S/C (Haroff/Greene) to **Adopt Resolution 2019-07 Approving and Authorizing the Execution and Delivery of a Revolving Credit Facility Agreement with JPMorgan Chase Bank, N.A.** The motion carried by unanimous roll call vote. (Absent: Directors Athas, Blackwell, McGallian, Scales-Preston, Schroder, Wagenknecht, Withy, and Vasquez).

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

CEO Dawn Weisz, presented this item and addressed questions from Board members.

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

Action: It was M/S/C (Coler/Greene) to **add the following Board members to the following Committees: Executive Committee – Elizabeth Patterson; Technical Committee – John Gioia and Ford Greene; 2020 Ad Hoc Contracts Committee – Mike Anderson, Kevin Haroff, Scott Perkins and Vincent Salimi.** The motion carried by unanimous vote. (Absent: Directors Athas, Blackwell, McGallian, Scales-Preston, Schroder, Wagenknecht, Withy, and Vasquez).

15. Low Income Families and Tenants Application to the CPUC (Discussion)

Director of Customer Programs, Alice Havenar-Daughton presented this item and addressed questions from Board members.

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

Action: No action was required.

16. Overview of California Electric Vehicle Infrastructure Program (CALeVIP)

Brett Wiley, Customer Programs Manager presented this item and addressed questions from Board members.

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

Action: No action was required.

17. Regulatory and Legislative Updates (Discussion)

Action: Informational only.

18. Board Matters & Staff Matters (Discussion)

There were no announcements.

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19. Adjournment

Chair Kate Sears adjourned the meeting at 10:30 p.m. to the next scheduled Board Meeting on December 19, 2019.

DocuSigned by
Kate Sears
12/19/2019 10:30 AM

Kate Sears, Chair

Attest:

DocuSigned by
Dawn Weisz
12/19/2019 10:30 AM

Dawn Weisz, Secretary