

## **AGENDA**

### **Community Advisory Committee San Diego Community Power (SDCP)**

July 17, 2020

1:00 p.m.

Due to the Stay at Home Order in California and in accordance with the Governor's Executive Orders N-25-20 and N-29-20, members of the Community Advisory Committee will be participating remotely for this meeting and there will be no location for in-person attendance. SDCP is providing alternatives to in-person attendance for viewing and participating in the meeting. Further details are below.

**Note:** Any member of the public may provide comments to the San Diego Community Power (SDCP) Community Advisory Committee on any agenda item or on a matter not appearing on the agenda, but within the jurisdiction of the Committee. **Written public comments or requests to speak during the meeting must be submitted at least one (1) hour before the start of the meeting by using this ([web form](#)).** Please indicate whether your comment is on a specific agenda item or a non-agenda item when submitting your comment or requesting to speak. When providing comments to the Committee, it is requested that you provide your name and city of residence for the record. Commenters are requested to address their comments to the Committee as a whole through the Chair. Comments may be provided in one of the following manners:

1. **Written Comments.** All written comments received at least one (1) hour before the meeting will be provided to the Committee members in writing. In the discretion of the Chair, the first ten (10) submitted comments shall be stated into the record of the meeting. Comments received after the one (1) hour limit will be collected, sent to the Committee members in writing, and be part of the public record.
2. **Requests to Speak.** Members of the public who have requested to speak at least one (1) hour before the meeting will be recognized at the appropriate time during the meeting. To allow the Chair to call on you, please provide the following minimum information with your request to speak: your name (if attending by videoconference) or telephone number (if attending by phone).

Comments shall be limited to either 400 words, or 3 minutes when speaking. If you have anything that you wish to be distributed to the Committee, please provide it via [info@sdcommunitypower.org](mailto:info@sdcommunitypower.org), who will distribute the information to the Members.

The public may participate using the following remote options:

Teleconference Meeting Webinar

<https://zoom.us/j/92561696277>

Telephone (Audio Only)

1. **Welcome**
2. **Oath of Office for Community Advisory Committee Member Representing the City of La Mesa**
3. **Roll Call**
4. **Public Comment for Items Not on the Agenda**
5. **Items to be Added, Withdrawn, or Reordered on the Agenda**

### **REGULAR AGENDA**

6. **Committee Member Introductions**
7. **Introduction by Tosdal Law, Regulatory Counsel for SDCP**
8. **Discuss and Consider Recommendation to SDCP Board regarding the CAC Draft Standards of Operating Procedures**
9. **Review and Discussion of CAC Draft Work Plan**
10. **Discuss and Consider Potential Recommendation to the SDCP Board of Directors regarding the City of San Diego's Franchise Fee Agreement**
11. **Standing Item: Discussion of Potential Agenda Items for Board of Directors Meetings**
12. **Committee Member Announcements**  
*Committee Members may briefly provide information to other members and the public. There is to be no discussion or action taken on comments made by Directors unless authorized by law.*
13. **Adjournment**

#### ***Availability of Committee Documents***

Copies of the agenda and agenda packet are available at [www.sdcommunitypower.org/committees](http://www.sdcommunitypower.org/committees). Late-arriving documents related to a Committee meeting item which are distributed to a majority of the Members prior to or during the Committee meeting are available for public review as required by law. Until SDCP obtains offices, those public records are available for inspection at the City of San Diego Sustainability Department, located at 1200 Third Ave., Suite 1800, San Diego, CA 92101. However, due to the Governor's Executive Orders N-25-20 and N-29-20 and the need for social distancing, that is now suspended and can instead be made available electronically at [info@sdcommunitypower.org](mailto:info@sdcommunitypower.org). The documents may also be posted at the above website. Late-arriving documents received during the meeting are available for review by making an electronic request via [info@sdcommunitypower.org](mailto:info@sdcommunitypower.org).

# Community Advisory Committee

## Standard Operating Procedures

The purpose of the San Diego Community Power (SDCP) Community Advisory Committee is to advise the SDCP Board of Directors on the operation of its Community Choice Aggregation program and provide a venue for ongoing citizen support and engagement, as stated in section 5.10.3 of the SDCP Joint Powers Authority (JPA) Agreement.

This document provides policies and procedures for the Community Advisory Committee (CAC) on how the CAC operates and interacts with SDCP staff and the Board. The following procedures are included:

- Running CAC meetings
- Interacting with SDCP Staff
- Interacting with SDCP Board of Directors
- Interacting with the Media
- Adding Agenda Items to Board of Directors Meetings
- Adding Agenda Items to Community Advisory Committee Meetings
- Requesting Information to Support CAC Work
- Creating Ad-Hoc or Subcommittees
- Updating the CAC Work Plan
- Conducting Outreach and Representing SDCP to the Community
- Resignation or Removal

### Running CAC Meetings

Meetings of the CAC will comply with the Ralph M. Brown Act (Government Code § 54950, *et seq.*) and the CAC will only conduct business when a quorum consisting of more than 50% of the appointed CAC members are present. Due to the stay-at-home order, meetings will be via Zoom until further notice. The CAC may act by motions approved by a majority of the quorum present at a meeting. Motions resulting in a tie vote or less than a majority will represent a failed motion.

### Responsibilities:

- Chair:
  - Serve as the primary liaison and spokesperson for the CAC
  - Support SDCP Staff with setting the CAC agenda
  - Guide the CAC in developing an annual workplan consistent with the CAC scope and supported by the Board of Directors
  - Determine if meetings are required or if a meeting should be canceled

- Run CAC meetings (ensure that all CAC members and community are heard, work to keep meetings to allotted time, as well as manage public comment submissions)
- Determine which specific agenda items from the upcoming Board of Directors meeting will be prioritized during the CAC meeting
- Work with staff to gain access to Zoom in hosting the CAC meetings. In the event that stay-at-home orders are lifted and an in-person meeting is necessary, the Chair will work with staff to determine a suitable meeting location
- Represent the CAC to the Board to provide updates, submit information, or respond to Board requests
- Represent the CAC to other organizations or at events, as appropriate
- Vice-Chair: Take over the CAC Chair responsibilities in the event the Chair is not available
- Secretary:
  - Take attendance and meeting notes
  - Work with SDCP staff to ensure meeting agendas are finalized and posted online
- Members:
  - Attend each meeting or inform SDCP staff and the CAC Chair if they will be late or absent
  - Review any information provided in advance and come to the meeting prepared
  - If requested and where feasible, participate in sub- or ad-hoc work groups that may be established to cover specific topics
  - Represent the interests of their communities at the CAC and share information about the CAC with their communities
- SDCP Staff:
  - Create a draft agenda for each meeting and finalize with CAC Chair
  - Notice CAC meeting according to Brown Act requirements
  - Support Secretary in posting the CAC meeting agenda at least 72 hours before a regular CAC meeting or 24 hours before a special meeting
  - Provide general support and respond to questions during CAC meetings as needed
  - Communicate any CAC recommendations to the Board so they have a chance to review prior to Board of Directors meetings

The CAC will seek consensus where possible. Where consensus is not reached, the Chair will seek to communicate diverging views in delivery of the recommendation to the Board.

## Election of Officers

Officers may be nominated or self-nominated and elected at the first meeting of a calendar year by a simple majority vote of the CAC. The terms will be for each calendar year, with the option for officers to be re-elected for up to three terms.

## Interacting with SDCP Staff

The CAC Chair is the primary liaison to SDCP staff for all matters related to the CAC.

## Interacting with SDCP Board of Directors

The CAC Chair is the primary liaison to SDCP staff and the Board for all matters related to the CAC. It should also be noted that the CAC Chair may also be called upon by the Board Chair to speak on various matters.

## Interacting with the Media

Any media inquiries that CAC members receive shall be redirected to SDCP Staff.

## Adding Agenda Items to Board of Directors Meetings

There are two ways that the CAC may bring items to the attention of the Board at a Board meeting:

1. **Standing Board Agenda Item:** CAC Report. The CAC report may be a standing item on the Board agenda, in which the CAC Chair or CEO reports on updates related to a recent CAC meeting. Consistent with the Brown Act, items raised during the CAC report may not result in extended discussion or action by the Board unless agendaized for a future meeting.
2. **Suggesting Board Agenda Items:** The CAC may suggest agenda items for a Board of Directors meeting agenda. Such agenda items would allow extended discussion or action by the Board. These must have prior approval of the SDCP Chief Executive Officer and the Chair of the Board of Directors to be added onto the agenda. If approval is provided, staff must be given at least 5 days before the date of the Board meeting to work with the CAC to draft any memos and materials necessary.

## Adding Agenda Items to Community Advisory Committee Meetings

CAC members shall suggest agenda items be added to CAC meetings by sending them to the Chair and the Chief Executive Officer (or other designated staff member assisting the CAC). This will create a streamlined process where the Chair and SDCP staff can collect these requests and discuss them for final inclusion on the CAC agenda.

## Requesting Information to Support CAC Work

The CAC may make formal requests for information from SDCP staff in support of the CAC's annual workplan and agenda items, and SDCP staff shall make every

reasonable effort to provide requested information in a timely fashion in order to allow the CAC to make the most informed decision possible. Notwithstanding the foregoing, requests by the CAC for information and/or research will be channeled through the Chief Executive Officer, and any requests for information and/or research that entail substantial staff time or cost will be channeled through the Board for the Board's consideration and formal direction. Individual CAC members may request information, which will be provided in accordance with the California Public Records Act.

### **Creating Ad-Hoc or Subcommittees**

The CAC may create ad-hoc committees or subcommittees to address issues more in depth outside of CAC meetings and bring findings or recommendations back to the full CAC.

Ad-Hoc committees are temporary committees appointed for a specific purpose, such as updating the work plan. The CAC may establish temporary ad hoc advisory committees that: (a) are composed of less than a quorum of the CAC, (b) have no continuing subject matter jurisdiction, and (c) have no meeting schedule fixed by motion or other formal action of the CAC. Such temporary ad-hoc committees are not subject to Brown Act noticing and meeting requirements.

Standing subcommittees are permanent subcommittees created to review long-term issues, such as rates or budget. Because meetings of such subcommittees must be publicly noticed and agendaized consistent with the Brown Act (and therefore require SDCP staff time), CAC requests to establish subcommittees are subject to Board approval and direction.

The CAC Chair will seek volunteers during a CAC meeting to form an ad-hoc or subcommittee. The CAC Chair will work to ensure all CAC members have a chance to participate on various groups as formed throughout the year.

### **Creating and Updating the Work Plan**

The CAC will adopt a Work Plan that aligns with the CAC scope provided by the Board of Directors. This shall be updated annually from the date that the first version is adopted.

### **Conducting Outreach and Representing SDCP to the Community**

The CAC Scope of Work states that Community Advisory Committee will, under the direction of the SDCP Board of Directors and authorized SDCP staff: "plan for and engage in community events and special projects as appropriate; and, serve as an information-channel back to their communities."

The CAC Chair may speak on SDCP matters to local community organizations with prior approval of staff. This includes the approval of talking points and presentation slides (if to be used). For other CAC members, they may speak as individual members

of the CAC, but may not represent themselves as speaking on behalf of the CAC as a body or on behalf of SDCP as an entity. This may differ if there is a uniform decision made by the CAC on which its members can speak on behalf of the CAC as a whole, and should be coordinated with SDCP staff.

### **Resignation and Removal**

CAC members may resign their position by sending a written resignation letter addressed to the Board of Directors.

CAC members may be removed by a majority vote of the Board of Directors, or as indicated below.

If a CAC member is absent for three (3) consecutive meetings, unless excused for good cause by the Chair of the Board, SDCP staff will contact the Member by phone or in writing and inform them of this provision. If the member misses a fourth (4th) consecutive meeting, they may be removed through a written notification from the Chair of the Board.

If a CAC member ceases to reside within the Member Agency service area from which they were appointed, the member is deemed to have resigned their CAC membership.

# SAN DIEGO COMMUNITY POWER

## Community Advisory Committee Annual Work Plan 2020

Task	Description	When
Presentations	Invite and hold educational presentations to assist the CAC in its ongoing support to SDCP staff and the Board	Any
Legislative / Public Policy / Regulatory	Bring forth news and advise the Board of legislative, public policy, and regulatory issues that may be of interest to SDCP	Any
Local opportunities	Advise the Board on the potential for local opportunities in the community such as the participation in community events and special projects	Any
SDCP Staff Initiated Items	Provide input on items as they are brought forward by staff	Any
Sustainable and Diverse Workforce Policy	Review and provide potential comments to the Board	Q3
Marketing and Communications Efforts	Support the SDCP marketing firm in its outreach efforts to the community	Q3-Q4

The CAC shall cover other tasks not mentioned above but within the purview of the Scope of Work with prior approval of SDCP staff. Those tasks shall be suggested to staff and the Board of Directors with enough time for meeting preparation and Brown Act compliance.



# **Our Clean Energy Future at Stake: San Diego's Energy Franchise Agreements**



***Getting the Best Deal for San Diego***

# Who are we?

**Coalition for Better Franchise Agreements**

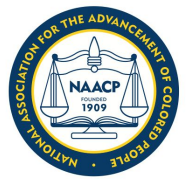


HAMMOND  
CLIMATE  
SOLUTIONS

alliance  
SAN DIEGO



**Sullivan Solar Power**  
*Leading the Solar Energy Revolution*

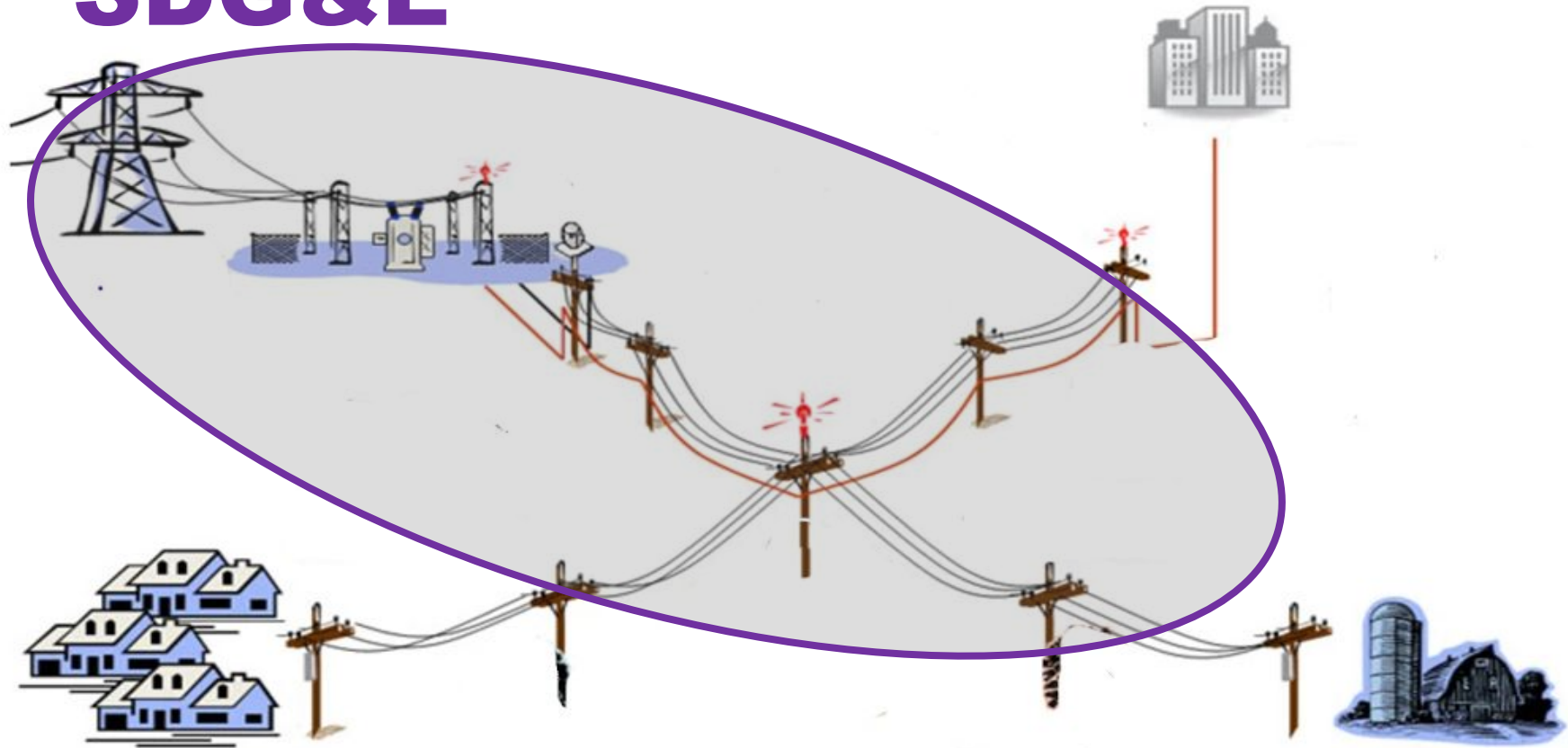


**NAACP**  
*San Diego Branch*



# What are the Agreements?

## SDG&E



# Why are Franchise Agreements Important?

These valuable agreements dictate our local energy system use, design, and its costs



# Concerns with the current utility

- **Highest rates in CA**
- **Hostility to clean energy**
- **Lack of cooperation**
- **No accountability**
- **Poor track record**



# **How do these agreements impact SDCP?**

These agreements will influence the relationship SDCP has with the utility that is managing the billing, distribution and transmission side of our energy system

# Impacts to SDCP

- **Energy rates**
- **Customer service**
- **Day to day operations**
- **Local clean energy development**
- **Community goals**



# **What can we do?**

## **Support a Better Deal to:**

- ✓ **Foster Partnership**
- ✓ **Mandate Cooperation**
- ✓ **Ensure Accountability**
- ✓ **Meet Community Goals**



# What can we do?

- 1) Get Involved!
- 2) Send a letter
- 3) Stay in touch:

[matthew@climateactioncampaign.org](mailto:matthew@climateactioncampaign.org)



**#BetterFranchiseDeal**

July 17, 2020

Dear Board Chair and Boardmembers,

The Community Advisory Committee asks San Diego Community Power to urge the City of San Diego to secure the best deal for ratepayers and the community on the upcoming San Diego electric and gas Franchise Agreements. These agreements will have a direct impact on the launch and operations of SDCP, and our region's energy system. We ask that the Board to recommend the following terms and provisions:

- **Cooperation Requirements-** Incorporate the state CCA Code of Conduct, require data requests to be completed in an express, timely manner with the City, and commit to meeting the City's clean energy and climate goals.
- **Support Local Clean Energy-** Adopt a rooftop solar Code of Conduct to protect the community's local solar and battery build out opportunities.
- **Rate Relief-** The City must do everything in its power to reduce electricity fees, currently the highest in the state, for residents and businesses.
- **Fair Compensation-** The City must be fairly compensated for leasing its real estate, at fair market value, with collected funds dedicated toward equitable clean energy projects and related programs. This compensation must be paid by the utility company, not ratepayers.
- **5-Year Term-** The agreements must not extend beyond 5-years to provide for regular evaluation, and adaptation to rapidly changing regulations, technologies and climate.
- **Strong Worker Protections-** The utility workforce must be protected, have the same standards, benefits and wages, and the right to unionize if they so choose.
- **Accountability and Transparency-** The utility must be subject to an annual performance audit, and be held accountable if found in violation of the agreement.

With these terms and provisions, the City of San Diego can advance a clean energy future for the city and region, and help San Diego Community Power be even more successful. Please elevate San Diego Community Power's voice in this important conversation. We look forward to securing the best deal on these agreements.

Sincerely,