



427 "F" Street, Suite 236
Eureka, CA 95501
707-269-1700
707-269-1777 Fax
1-800-931-RCEA Toll Free

REGULAR MEETING MINUTES

Humboldt County Courthouse
Conference Room "A"
825 5th Street, Eureka, CA 95501

November 15, 2004
Monday, 3:00 p.m.

I. ROLL CALL – 3:10 p.m.

Members: County Administrative Officer Loretta Nicklaus, County of Humboldt; City Council Member Connie Stewart (Chair); City Council Member Jeff Leonard, City of Eureka; City Council Member Dean Glaser, City of Fortuna; City Manager Wiley Buck, City of Blue Lake; Mayor Dean Heyenga, City of Trinidad.

Absent: City Council Member Mike Dunker, City of Rio Dell; City Manager Michael Powers, City of Ferndale.

Staff: David Boyd, Executive Director; Maureen Hart, Program Manager; Leisa Bertelsen, Program Assistant; Kris Buihner, Intern.

Guests: Jim Zoellick, Schatz Energy Research Center; John Schaefer; Marty McClelland, Oscar Larson & Associates; Shirley Shelburn, Public.

II. CONSENT CALENDAR

- A. Approve Minutes from October 18, 2004, Regular Meeting.
- B. Approve attached Warrants.
- C. Approve contract augmentation with Roger in the amount of \$200 (for a total of \$600) to provide solar rebate training to RCEA staff, and to co-instruct the MSR-funded Building Professionals Solar Training.
Motion – Dean Glaser; Second – Jeff Leonard; 6-0 Vote

III. REMOVED FROM CONSENT CALENDAR ITEMS - None

IV. OLD BUSINESS - None

V. NEW BUSINESS

- A. **Set Special Meeting dates for December 2004, and January and February 2005. (Regular Meetings for these months cancelled due to expected absence of a quorum and/or holiday conflicts.)**
Meeting dates will be Thursday, December 9, 2004; Monday, January 3, 2005; Monday, February 7, 2005.
- B. **Update on Bear Valley Wind Monitoring Project – presentation by Marty McClelland, Oscar Larson & Associates.**
- C. **Board dialogue on RCEA progress and future directions.**

VI. STAFF REPORTS

A. David Boyd, Executive Director

The past month has been very busy and productive. We have definitely moved from “start-up” to the “early program delivery” stage of RCEA’s evolution.

- 1. PG&E contract update
 - a. Changes in administrative contacts at PG&E & CPUC
 - 1. PG&E: Lisa Cosby to replace Misti Bruceri; met at PEC in SF on Oct 28.
 - 2. CPUC: Wayne Hauck to replace Tim Drew.
 - b. May report approved
- 2. Local Government Energy Professionals Network meeting report
 - a. Pending changes to Public Goods Charge administration. IOU’s to regain responsibility for program selection and administration.
 - b. Community Choice Aggregation update.
- 3. Million Solar Roofs Advisory Committee update
 - a. Three meetings held so far – committee on track.
 - b. There may be some interest in continuing committee
- 4. County General Plan Energy Element update
 - a. Tentatively awarded \$15,000 grant from the NCUAQMD.
 - b. RFP has been issued. Due date November 23, 2004.
 - c. Press Release issued.
- 5. RCEA staffing update
 - a. New Program Manager, Brian Wilson to start on Jan 18, 2005.
 - b. Student Intern Hired: Kris Buihner.
- 6. RCEA lease update
 - a. Meeting with a contractor tomorrow.

B. Maureen Hart, Program Manager

1. Public Facilities - Status of Member Agencies and the CEC Technical Assistance and loan program:
 - a. CEC's response on meeting with CEC is that Rio Dell could add additional analysis work to the AESC audit and CEC would provide that.
 - b. Eureka's CEC TA meeting took place. Three of their priority buildings will be focused on, (auditor up here on November 22 and 23). This TA will lead into low interest loan with the CEC. Once work is accomplished, Eureka can apply for additional technical assistance from the CEC to do additional analysis.
 - c. We plan to work with Blue Lake and Ferndale (if interested) in getting the next CEC technical assistance package out in December.
 - d. 12 Public agencies signed up as interested parties for the CEC technical assistance program at the WT/WP workshop. We will follow up on these applications to keep them moving forward.
 - e. UMS program is moving to the County. They can do the day to day update data entry and use it for their needs. Plan: get the 6 month down load for all the other agencies. Working on this plan.
2. Reminder: the Free CFL's and Free LED Exits - The Program is extended to December 15, 2003.
3. Services to the Waste Water Treatment and Water Pumping Facilities - The packets with the final agenda will be distributed at the Board meeting. Thank you for your part in making this a successful workshop. It was very well received, with very good evaluations.
4. For School Districts in Humboldt County
 - a. CEC will meet with interested school districts on the afternoon of Nov. 23. Location and time will be known by the BOD meeting time.
 - b. The Bright Schools Program is the Energy Efficient Schools for a Brighter Future Technical Assistance and Energy Auditing program available to the value of \$20,000 per school system for Humboldt County School Districts.
 - c. Solar Training for Schools: RCEA's Solar Schoolhouse Energy education Workshop for Humboldt County Educators took place on October 27, 2004. It was very well attended (over 30), and well received. The evaluation forms are being sent out to schools. Already the solar kit has been checked out with a waiting list.

5. Commercial

- a. Continued distribution of the “PG&E Free CFL/RCEA Introduction” flyer to businesses.

6. 2004 Training

- b. October 26: Arcata Greenhouse Gas Reduction Plan Forum report public meeting. RCEA cosponsored with the Arcata Energy Task Force the public forum on October 26th regarding the development of a Greenhouse Gas Reduction Plan (Energy Efficiency and Sustainable Energy is a big part in this). RCEA helped organize and publicized the event, had an information table there, was the major facilitator of the whole group and assisted with small groups brainstorming.
- c. October 27: Solar Schoolhouse: Training was excellent, very hands on, a full house (all available seats were taken). The teachers walked away with a solar kit, and RCEA has a larger kit that can be checked out to the schools. It is already checked out, with a waiting list.
- d. November 9: Waste Water and Water Pumping workshop had attendees representing a wide range of Humboldt County. Over 35 attendees, great packet of information and disc, 7 speakers from a range of agencies, free services available to these agencies were highlighted. It got things going in a very positive direction. Information packets will be distributed to the RCEA BOD at the meeting.
- e. November 18: Solar Workshop for the Building Professional in Humboldt County is scheduled for November 18, 2004. Please help get the word out.

7. 2005 Training

- a. Title 24 Training - A consultant was identified that can provide training
- b. Building Operators Certificate Workshop - A set of dates have been received. We will locate a venue, and start publicity.

8. Energy Hotline

- a. Working with Schatz for 5 fact sheets on targeted energy efficiency. Met with project staff and set priorities.

VII. REPORTS FROM MEMBER ENTITIES - None

VIII. ORAL COMMUNICATIONS

Shirley Shelburn – Humboldt Bay Stewards is holding workshops on economic prosperity. Attached is a handout from Supervisor Jill Geist's presentation to the League of Women Voters regarding the General Plan Update.

IX. ADJOURNMENT

Due to the holidays, the Regular Meeting of the RCEA Board of Directors for December is cancelled. A Special Meeting is scheduled for Thursday, December 9, 2004.