



Redwood Coast Energy Authority

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MEETING MINUTES

Redwood Coast Energy Resource Center
517 5th Street, Eureka, CA 95501

January 8, 2007
Monday, 3:00 p.m.

Redwood Coast Energy Authority will accommodate those with special needs. Arrangements for people with disabilities who attend RCEA meetings can be made in advance by contacting Cheryl Clayton at 269-1700 by noon the day of the meeting.

I. ROLL CALL

Members: City Council Member Jeff Leonard (Acting Chair), City of Eureka; City Council Member Doug Strehl, City of Fortuna; Supervisor John Woolley, County of Humboldt; City Manager Wiley Buck, City of Blue Lake; City Council Member Marvin Samuels, City of Blue Lake; City Council Member Bud Leonard, City of Rio Dell; City Manager Jay Parrish, City of Ferndale; City Council Member Dwight Miller, City of Trinidad

Absent: City Council Member Alex Stillman, City of Arcata

Staff: Executive Director David Boyd; Program Assistant Cheryl Clayton; Project Manager Dana Boudreau; Program Specialist Budd Dickinson; Intern Olivia Braucher; Intern Gabe Rossi

Guests: Carol Rische, General Manager, Humboldt Bay Municipal Water District; Randy Turner, Director, Humboldt Bay Municipal Water District; Greg Lamberg, Project Development Manager, PG&E, Robert Cherry, PG&E

II. REPORTS FROM MEMBER ENTITIES

Member, staff, and guest introductions were made. City Manager Wiley Buck named City Council Member Marvin Samuels as the new representative for Blue Lake, and Mayor Sherman Schapiro (not present) as alternate.

III. ORAL COMMUNICATIONS

This time is provided for people to address the Board or submit written communications on matters not on the agenda. At the conclusion of all oral & written communications, the Board may respond to statements. Any request that requires Board action will be set by the Board for a future agenda or referred to staff.

None.

IV. CONSENT CALENDAR

All matters on the Consent Calendar are considered to be routine by the Board and are enacted on one motion. There is no separate discussion of any of these items. If discussion is required, that item is removed from the Consent Calendar and considered separately. At the end of the reading of the Consent Calendar, Board members or members of the public can request that an item be removed for separate discussion.

- A. Approve Minutes from October 16, 2006 Board meeting.
- B. Approve attached Warrants.

Motion – John Woolley; Second – Bud Leonard; Approved 8-0 Vote

V. REMOVED FROM CONSENT CALENDAR ITEMS

Items removed from the Consent Calendar will be heard under this section.

None

VI. OLD BUSINESS

A. Update on the PG&E Humboldt Bay Repowering Project (Greg Lamberg/PG&E).

Executive Director Boyd introduced Greg Lamberg, Project Development Manager for PG&E, who presented a 45-minute program overview of the Repowering Project. A question and answer period followed the presentation.

1. Authorize letter to the California Energy Commission in support of this project.

Staff was directed to strengthen the letter to clearly indicate support for this project and to acknowledge the presentations by Greg Lamberg.

Motion – Jay Parrish; Second – Bud Leonard; Approved 8-0 Vote

B. Staff update on Redwood Coast Energy Watch Partnership implementation.

- PG&E Relations/Contract Issues

Executive Director Boyd reported on start-up issues RCEA is experiencing in implementing RCEW. Despite some difficulties, he felt PG&E was operating in good faith and noted that his peers within PG&E were equally impacted by the challenges of simultaneously designing and implementing a program with aggressive performance expectations.

- Small Business Direct Install Program

The SBDI program element has launched. It is being marketed to local businesses as a full-service turn-key program, offering free energy assessments, enhanced incentives, and complete project management. There have been 27 lighting assessments performed to date, with 6 signed contracts, some of substantial size, such as Pierson's Home Center.

- Residential Neighborhood Sweeps

The first round of Residential Neighborhood Sweeps took place in November, serving the cities of Trinidad, Blue Lake, Arcata, Eureka, Fortuna and Ferndale. CCC members from Fortuna served a total of 284 customers, installed 2,471 CFLs and exchanged 19 torchieres.

- Torchiere Exchange Program

A torchiere exchange event is slated for Saturday, January 20, from 9 a.m. to 4 p.m. at the Redwood Coast Energy Resource Center. RCEA will exchange a maximum of two working halogen torchiere units with dimmable fluorescent torchieres at no cost. There will be a press event in Arcata on January 18th, with the Arcata Fire Department demonstrating the fire hazards associated with halogen torchieres.

- Workshops

An all-day workshop on electric motors and adjustable speed drives is scheduled to be held at the Wharfinger Building in Eureka on May 8th, and a Solar Photovoltaics Workshop is scheduled for June 14th.

VII. NEW BUSINESS

A. Request from the Humboldt Bay Municipal Water District for membership in the Redwood Coast Energy Authority.

1. Approve membership of HBMWD in RCEA.

Director Boyd provided a brief background on the role played by HBMWD during the formation of RCEA. Supervisor Woolley commented that without assistance from Carol Rische, the RCEA may not be in existence today.

Motion – John Woolley; Second – Bud Leonard; Approved 8-0 Vote

B. Select RCEA Board Officers for 2007.

1. Nominate and appoint RCEA Board Chair.

2. Nominate and appoint RCEA Board Vice-Chair.

Supervisor Woolley suggested that due to his prior experience, it would be a good idea to appoint Jeff Leonard as Board Chair.

Motion – Bud Leonard; Second – Doug Strehl; Approved 8-0 Vote

The Board was polled for volunteers to hold the position of vice-chair. Supervisor Woolley suggested that new member Randy Turner might take the position. Member Turner accepted the nomination.

Motion – Bud Leonard; Second – Marvin Samuels; Approved 8-0 Vote

C. Discuss RCEA Board meeting schedule.

1. Consider staff request to schedule regular meetings on a bi-monthly basis.

Executive Director Boyd began the discussion by citing his reasons for suggesting altering the meeting schedule. He explained that there was considerable preparation time involved prior to the meetings, which is a significant burden in light of RCEW implementation demands and reduced staff availability. He felt that there is now less operational or organizational need for monthly meetings, and a bi-monthly schedule would help to relieve some of this staff burden as well reduce demands made on board members' time.

Supervisor Woolley suggested the option of quarterly meetings and the appointment of an executive committee to act in the interim. Councilman Samuels related his experience with the Board/Executive Committee model in a nonprofit setting and said that it worked quite well. Supervisor Woolley suggested a three-person executive committee, possibly made up of Randy Turner, Jeff Leonard, and himself.

Councilman Leonard suggested that the Board begin with bi-monthly meetings now and continue to investigate quarterly meetings and appointment of an executive committee. The next meeting would therefore be scheduled for March, with a discussion on this topic to continue.

Motion – John Woolley; Second – Dwight Miller; Unanimous 8-0 Vote

VIII. STAFF REPORT

A. David Boyd, Executive Director.

- AB1234 Update
Although not required by AB1234, Boyd participated in the AB1234 Compliance Training offered by CSDA.
- Plan It Green Conference
RCEA is a co-sponsor. The conference is to be held January 17 at the Wharfinger Building – informational flyer is included in the packet.

IX. ADJOURNMENT – 5:00 p.m.

***The next regular RCEA Board of Directors Business Meeting will be on
March 19, 2007, at 3:00 p.m.***