



# Redwood Coast Energy Authority

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**Redwood Coast Energy Authority Office**  
**633 3<sup>rd</sup> St., Eureka, CA 95501**

**April 10, 2018**  
**Monday, 5:30 – 7:00 p.m.**

RCEA will accommodate those with special needs. Arrangements for people with disabilities who attend RCEA meetings can be made in advance by contacting Nancy Stephenson at 269-1700 by noon the day of the meeting.

## **COMMUNITY ADVISORY COMMITTEE** **SPECIAL MEETING MINUTES**

### 1. Opening

Executive Director Matthew Marshall called the meeting to order at 5:33 p.m.

Committee members present: Jerome Carman, Pam Halstead, Dennis Leonardi, Larry Goldberg, Kathy Srabian, Craig Mitchell, Colin Fiske, Kit Mann, Norman Bell (arrived 5:43 p.m.) and Matty Tittman (arrived 5:47 p.m.).

Board liaison present: Director Michael Sweeney.

Staff present: Executive Director Matthew Marshall and Community Strategies Manager Nancy Stephenson.

The committee members, staff and Board Liaison introduced themselves. Executive Director Marshall and Board Liaison Sweeney thanked the group for their time and for providing a mix of perspectives.

### 2. RCEA Update

Executive Director Marshall provided a brief history of RCEA and described RCEA's current work:

- Demand Side Management (Energy Watch business and residential program, Proposition 39 school energy efficiency program);
- Alternative fuels and transportation (regional electric vehicle [EV] and hydrogen vehicle infrastructure planning, fleet owner and customer programs, EV rate electricity reduced rate program, public EV charging network), and
- Community Choice Energy (CCE), which delivered over \$1 million in customer savings in 2017, and for which the Community Advisory Committee (CAC) was originally formed to help develop public messaging and facilitate public input on developing the goals for the program.

Other current projects include the 9-acre airport solar microgrid and battery system project in partnership with Schatz Energy Research Center, PG&E and the County; and the offshore wind project, a community-driven approach to developing a floating wind farm utilizing the best wind resource in the lower 48.

Board liaison Sweeney emphasized the airport microgrid's critical role in supplying ongoing back-up power to the airport and Coast Guard station in a major earthquake. ED Marshall pointed out that solar projects are common at airports since these flat lands are unusable for other purposes such as industry, agriculture or wildlife habitat. Solar panels are designed to absorb, not reflect, sunlight, and standardized panel positioning tools to minimize glare are used in project design. Committee member Carman confirmed that project construction will begin in 2019.

### 3. Committee Role & Process

Executive Director Marshall reviewed the September 2016 Board of Directors' Community Choice Energy program guidelines, and the objectives for CCE revenue funded customer programs.

Executive Director Marshall outlined the Community Advisory Committee's role:

- to support public engagement,
- provide the Board with input to inform decision-making, and
- assist with public messaging.

Committee membership is geographically diverse to encourage diverse opinions. The original CAC helped the Board establish CCE program goals through community meetings. After the CCE program launched, the Board asked that the CAC continue its work.

Examples of public engagement and decision-making support include:

- Input to staff on key messaging and how to best communicate it for specific RCEA projects.
- Clarifying confusion heard in the community about RCEA projects or referring questions to staff.
- Evaluating and recommending CCE-funded customer programs.

The Board will discuss the last item at its next meeting and the CAC's next agenda will include discussion on types of customer energy programs to fund through CCE revenues. Program analysis will be done by staff.

The Committee discussed how future CAC meetings should be run. Committee members agreed:

- A formal chair is not needed but a staff member facilitator is helpful to involve everyone, capture what is discussed, and move business along.
- Executive Director Marshall's presence helps to provide a big picture explanation of programs and issues.
- Future CAC agendas will include next steps/action items and what to report back to the Board as standing items.
- Executive Director Marshall or Board Liaison Sweeney will convey the gathered information at Board meetings.
- Community Strategies Manager Stephenson will communicate the CAC's suggestions to staff.
- The Committee will review and potentially revise the CAC Charter at the next meeting to clarify decision-making processes.
- The Committee will review the Brown Act's public meeting requirements at the next meeting.

- Agendas will be developed by ED Marshall. Committee members may request agenda items or study session topics.

Committee members asked questions about offshore wind leases, the possibility of combining the wind turbines with wave energy technology, transmission line upgrades, and financing for the airport microgrid project.

Executive Director described some RCEA key documents:

- Comprehensive Action Plan for Energy – A high level guiding document referenced in the County’s General Plan and adopted by the RCEA Board in 2012 that outlines initial plans to look at local renewables and energy efficiency.
- Repower Humboldt – A more detailed study funded by the State and completed in partnership with the Schatz Energy Research Center and PG&E, investigating whether it was possible to meet local energy needs through local energy sources (wind, solar, biomass, small hydro, wave). Researchers deemed this was possible, which led to the Community Choice Energy program’s launch.
- Guidelines for the RCEA Community Energy Program Launch-Period Strategy and Targets – A streamlined Board-level action plan for the first four to five years of the Community Choice Energy program.

#### 4. Committee meeting schedule

The Committee decided to meet from 6:00 to 7:30 p.m. on the second Tuesday of the first month of each quarter, and that special meetings and study sessions may be scheduled by the Committee as needed. The next regular meeting will be on Tuesday, July 10.

Draft board meeting minutes and a post-Board meeting report on items concerning the Community Advisory Committee will be emailed to CAC members. Members will also receive the Board agenda packet and RCEA newsletter.

Community Strategies Manager Stephenson stated CAC input is very helpful when preparing outreach material. Committee members asked to have access to outreach materials prior to CAC meetings so they can prepare input. Executive Director Marshall also requested the Committee members let staff know of any mistakes they see in press coverage or social media. Nancy Stephenson or he can verify information, if needed. Committee members requested notification of RCEA stories in different media outlets and regular snapshots of RCEA’s public relations efforts.

ED Marshall invited CAC members to the CEC Integrated Energy Policy Report meeting on state energy issues on April 20, and to an offshore wind stakeholder meeting on April 18.

Member Mann stated that correcting misinformation in the community is a CAC function; this includes responding to social media posts. Mann cited an example where he drafted a post as an individual, not as a CAC representative and asked Staff Manager Stephenson to review it for accuracy before posting. ED Marshall reminded members that he and Staff Manager Stephenson are also available to clarify community member misconceptions.

Member Leonardi suggested connecting with the Chambers of Commerce to promote RCEA’s programs through their websites and other outreach efforts.

#### 5. Close & adjourn

Executive Director Marshall summarized the group's decisions and adjourned the meeting at 6:58 p.m.

Respectfully submitted,

Lori Taketa  
Clerk of the Board