



Board of Directors Meeting Minutes

[Wharfinger Building](#), Bay Room (downstairs)
1 Marina Way, Eureka, CA 95501

Thursday, March 26 2026
3:30 PM

Attendance

Present

Carlos Diaz	Skip Jorgensen
Heidi Moore-Guynup (Alt. Director	Elise Scafani (remote, just cause, illness)
Sarah Schaefer, Vice Chair	Jack Tuttle
Mike Wilson	

Absent

Scott Bauer	Michael Gerace, Chair
Frank Wilson	

Staff and Others Present

Name	Title
Lori Biondini	Business Planning & Finance Director
Elizabeth Burks	Executive Director
Faith Carlson	Regulatory & Legislative Policy Manager
Ronnie Chausse	Interim Finance Manager
Nancy Diamond	Legal Counsel
Richard Engel	Power Resources Director
Kristy Siino	Human Resources Manager
Lori Taketa	Board Clerk
Eileen Verbeck	Deputy Executive Director

Open Session (Call to Order)

Vice Chair Schaefer called a meeting of the Board of Directors of the Redwood Coast Energy Authority to order at the above location and date at 4:03 p.m. Notice of this meeting was posted on March 20, 2026.

4. Staff Reports

4.1. Executive Director's Report

Executive Director Burks provided highlights from her written report, including:

- Anticipated outreach to gauge Board interest in tours of Diablo Canyon Nuclear Power Plant, the King Salmon nuclear waste storage site, and the West Biofuels facility in Burney, CA.
- Legislative updates related to energy bill transparency and PCIA reform.
- Clarification of recent media coverage to be addressed in organizational change staff reports.

5. Consent Calendar

- 5.1. Approve Minutes of February 26, 2026, Board Meeting.
- 5.2. Accept Disbursement Report for January 2026, and Financial Reports for This Fiscal Year Through January 2026.
- 5.3. Receive Federal Activity Report.
- 5.4. Appoint Hope Sakho as an At-Large Community Advisory Committee Member with a Term Expiring March 31, 2028.
- 5.5. Authorize Amendment 3 to 2021 Task Order for Operational Services with The Energy Authority, Inc. and Authorize the Executive Director to Execute the Amendment and All Associated Documents.

No member of the public nor the Board requested discussion of these items.

M/S: Diaz, Tuttle: Approve all Consent Calendar items.

The motion passed with a unanimous roll call vote. Ayes: Diaz, Jorgensen, Moore-Guynup, Scafani, Schaefer, Tuttle, M. Wilson. Noes: None. Absent: Bauer, Gerace, F. Wilson. Abstain: None.

7. Old Business

7.1. Report on Decreasing Customer Load (Information only)

Due to anticipated loss of quorum, this item was moved to the April Board meeting agenda.

7.2. Diablo Canyon Operations Extension Policy Decision Making

Regulatory and Legislative Policy Manager Carlson reported on the Diablo Canyon nuclear power plant's (DCPP) operating license status at the state and federal levels and reviewed the RCEA Board's policy to consider acceptance of DCPP energy credit allocations each year they are offered, advocacy for better nuclear waste solutions and opposition to plant operation extension. This session, the state legislature will consider bills on DCPP plant operation extension and on PG&E's use of the volumetric performance fees it receives for operating the plant. The Board directed staff to bring forward RCEA acceptance of

DCCP energy credit allocations every five years, or more frequently if DCCP operation issues arise. The Board further directed staff not to oppose the California Community Choice Association' (CalCCA's) support of DCCP operation extension due to the low likelihood that RCEA's sole opposition would sway the other Community Choice Aggregators. Staff will arrange opportunities for the Board to tour both the Diablo Canyon Power Plant, which fulfills 9-10% of the state's electricity needs, and the King Salmon nuclear storage facility. There was no public comment on this agenda item.

7.3. Additional Authorizations for Prepayment of Power Purchase Agreements Bond Financing

Power Resources Director Engel gave a progress report on enabling RCEA to prepay its power purchase agreements, potentially saving between \$1.5 and \$2 million in annual procurement costs. RCEA, in partnership with Desert Community Energy, contracted with municipal advisor and fiduciary agent Tyler Noble, contracted with project participant legal counsel Chapman and Cutler, and issued a request for proposals for a prepaid supplier. Goldman Sachs' proposal was deemed best for this role by DCE and RCEA staff. Staff Director Engel described prepayment process participation costs. There was no public comment.

Director Moore-Guynup left the meeting room at 4:39. The Board meeting paused due to lack of quorum until Director Moore-Guynup rejoined the meeting at 4:42.

M/S: Jorgensen, M. Wilson: Select Goldman Sachs to fulfill the roles of Counterparty Supplier and Intermediary Bank;

Adopt Resolution No. 2026-4, authorizing RCEA to join the California Community Choice Financing Authority (CCCFA), as the bond issuer, at a cost of \$50,000 for the membership entry fee and up to \$20,000 to cover a transaction fee for issuance of the bonds; and

Select and negotiate an agreement with a Tax and Bond Counsel at a total shared cost not to exceed \$350,000.

The motion passed with a unanimous roll call vote. Ayes: Diaz, Jorgensen, Moore-Guynup, Scafani, Schaefer, Tuttle, M. Wilson. Noes: None. Absent: Bauer, Gerace, F. Wilson. Abstain: None.

8. New Business

8.1. Staffing Reorganization and Creation of New Positions

Executive Director Burks presented a proposed organizational restructure to align departments with current operations and to staff regional climate planning work. Additional staff positions were proposed, including in-house general counsel and a Northern Rural Energy Network administrator.

The directors pointed out RCEA's local services, how they leverage external funding and allow for regional, independent decisions-making, as opposed to PG&E's for-profit model of providing energy.

An unidentified member of the public recommended delaying the creation of new positions to allow further review by partner agencies. The speaker raised concerns regarding salary parity with local agencies. No other member of the public commented and the Chair closed the comment period.

M/S: M. Wilson, Moore-Guynup: Approve the staffing re-organization concept and authorize the Executive Director to determine allocation of staff to departments, which include supervisory responsibilities.

Approve the following full-time positions and direct staff to return with job descriptions for Board approval:

- a) **Creation of a Director of Engagement and Regional Climate Planning Position**
- b) **Creation of a Regional Climate Action Plan Administrator Position**
- c) **Allocation of a second NREN Administrator as the Administrative lead**
- d) **Creation of Staff General Counsel Position**

The motion passed with the following roll call vote. Ayes: Diaz, Jorgensen, Moore-Guynup, Schaefer, Tuttle, M. Wilson. Noes: Scafani. Absent: Bauer, Gerace, F. Wilson. Abstain: None.

8.2. Presentation of Classification and Compensation Study

Human Resources Manager Siino presented results of the Gallagher classification and compensation studies, including updated job descriptions, expanded classifications and a revised, step-based salary schedule. Manager Siino explained methods Gallagher used to assess RCEA's job classes, identify comparison agencies and adjust salaries in higher wage markets so more accurate comparisons could be made. RCEA's salaries were found to be, on average, 13% below those market-adjusted salaries of comparator agencies. Executive Director Burks corrected inaccuracies published by a local online news source and explained differences in RCEA's benefits compared with other local government agencies. The Board discussed wage competitiveness in a new era of remote work; competition for talent with other CCAs, consulting groups and utilities; and retention. There was no public comment during discussion of this item.

M/S: Diaz, Tuttle: Accept the Gallagher Classification and Compensation Reports.

Approve the Classification structure and Updated Job Descriptions.

Approve the RCEA updated Salary Schedule effective April 5, 2026.

The motion passed with the following roll call vote. Ayes: Diaz, Jorgensen, Schaefer, Tuttle, M. Wilson. Noes: None. Absent: Bauer, Gerace, F. Wilson. Abstain: Moore-Guynup, Scafani.

8.3. Consideration of a Reduced 34-Hour Work Week

Executive Director Burks and Human Resources Manager Siino presented a proposal to redefine full-time employment at RCEA as a 34-hour work week, with corresponding adjustments to leave accruals and compensation structure. The reduced work week was proposed to address retention and stabilize labor costs and staff are enlisting improved meeting practices, collaborative file systems and work management tools to increase efficiency. The Board discussed productivity, fiscal risk management, and positive indications from other agencies that have adopted reduced-hour work weeks. The directors requested evaluation and an update after a year. There was no public comment.

M/S: Moore-Guynup, M. Wilson: Approve changing full-time employees' regular working hours as 34 hours per week, adjustment of Vacation and Sick leave accruals to reflect reduced hours, and sunset Floating Holidays after the 2026 calendar year.

Pause COLA increases for all Staff for the 2026/2027 and 2027/2028 fiscal years.

Authorize a one-time salary adjustment for the Calendar year 2026, solely to address the occurrence of a 27th pay period.

The motion passed with a unanimous roll call vote. Ayes: Diaz, Jorgensen, Moore-Guynup, Scafani, Schaefer, Tuttle, M. Wilson. Noes: None. Absent: Bauer, Gerace, F. Wilson. Abstain: None.

8.4. Fiscal Year 2025-2026 Mid-Year Budget Adjustments

Director of Business Planning and Finance Biondini reported on proposed mid-year budget revisions reflecting reduced revenues, lower power costs, personnel savings, and recommended increases to electric vehicle and e-bike incentives. There was no public comment on this item.

M/S: Jorgensen, Diaz: Approve proposed changes to the RCEA Fiscal Year 2025-2026 Budget.

The motion passed with a unanimous roll call vote. Ayes: Diaz, Jorgensen, Moore-Guynup, Scafani, Schaefer, Tuttle, M. Wilson. Noes: None. Absent: Bauer, Gerace, F. Wilson. Abstain: None.

9. Future Agenda Items

The Board requested a future update on the Tribal Energy Resilience and Sovereignty (TERAS) project should Department of Energy confirm engagement.

10. Closed Session

- 10.1. Real Property Negotiations Pursuant to Government Code Section 54956.8 in re: APN 001-135-007; RCEA negotiator: Executive Director; Owner's negotiating party: Wells Commercial; Under negotiation: price and terms.
- 10.2. Conference with Legal Counsel: Deciding whether to initiate litigation, pursuant to Government Code Section 54956.9(d)(4).

Due to anticipated loss of quorum, these closed session items were postponed to the April Board meeting.

Vice Chair Schaefer adjourned the meeting at 5:47 p.m.

Lori Taketa
Clerk of the Board