

**REGULAR MEETING of the Executive Committee of Clean Power
Alliance of Southern California
Wednesday, April 18, 2018
1:30 p.m.**

555 West 5th Street, 35th Floor
Los Angeles, California 90013

Ventura County Hall of Administration
CEO Channel Island Conference Room
800 South Victoria Avenue
Ventura, CA 93009

MINUTES

I. WELCOME AND ROLL CALL

Secretary Betha (Pronounced Bethay) conducted roll call.

Roll Call				
1	Beverly Hills	Julian Gold	Director	Present
2	Hawthorne	Angie Reyes English	Director	Present
3	LA County	Gary Gero	Alternate	Present
4	Oxnard	Carmen Ramirez	Director	Remote
5	Rolling Hills Estates	Steve Zuckerman	Director	Present
6	South Pasadena	Diana Mahmud	Chair	Present
7	Ventura County	Linda Parks	Director	Remote
8	West Hollywood	Lindsey Horvath	Director	Present

II. PUBLIC COMMENT

There were no public comments either in person or at a remote meeting location.

III. EXECUTIVE DIRECTOR COMMENTS

Ted Bardacke turned the floor over to Chair Diana Mahmud, who provided the following comments:

1. Chair Mahmud stated what her goals for the meetings would be in terms of length of meeting time, and detailed information to be forthcoming for other board members.
2. Committee members hopefully, will be a resource for other board members who have questions regarding information discussed at the meetings.
3. Chair Mahmud extended an open invitation for any board member who wishes to attend, to do so. However, their participation would be in a limited capacity. The thought of disclosure agreements was considered.

Ted Bardacke announced that he had comments for three items:

1. Hiring Update – Welcome Monique Edwards, Director of Technology Integration and Data Analytics, and also Jennifer Ward, Head of Local Government Affairs, both to come onboard later this month.
2. Update on April 17, 2018 Procurement Status – Close to securing staff. May have to outsource some parts. Signed contracts with 5 suppliers for fixed blocks of energy. Competitive offers for renewable energy and low carbon energy. Main supplier for renewable energy right now is PG&E. There is a challenge with 2018 RA. Most of the RA is held by PG&E or Edison. Issue a new RFO for 2018 RA only.
3. Update on Communications Strategy and Outreach – Meaghan Lavery, Program Manager, and Craig Perkins, Executive Director, from The Energy Coalition participated in the meeting and Meaghan provided a presentation. Handouts were distributed to Committee members and they discussed official notices, co-branding, website launch timeline, and what the website will look like in various forms, ex: mobile and desktop.

IV. REGULAR AGENDA

1. Review Draft Agenda for May 2, 2018 Board Meeting:

The Committee reviewed and discussed the draft agenda for the May 2, 2018 Board Meeting, including:

- a) Amend Bill Carnahan Consulting Contract from County Employee to CPA Consultant.
- b) Signed contract with Stephen Hall from Troutman Sanders.

2. Discuss Board Member Expense Reimbursement Policy:

The Committee discussed a policy for Board Member expense reimbursement, including:

- a) Proposal for reimbursement. If asked to represent CCA, then reimbursement for travel expenses such as airfare, lodging, parking, and mileage, per radius.

3. Discuss Options for Ex Parte Communications Policy

The Committee discussed guidelines for meeting with potential procurement proposers. They discussed how to vet meeting requests. There should be disclosures related to Board Members communicating on behalf of Clean Power Alliance. Have counsel provide summary of what is/not permitted under the County policy.

4. Discuss Bylaws Development Schedule

The Committee discussed a timeline for developing Bylaws for the Alliance.

V. LEGISLATIVE AND REGULATORY UPDATE

A brief update on legislative and regulatory issues was provided.

VI. BOARD MEMBER COMMENTS

Board members provided updates and general comments to the Committee.

VII. CLOSED SESSION

The Committee entered closed session. No action was taken.

VIII. ADJOURN – The Committee adjourned to May 16, 2018.