



REGULAR MEETING of the Board of Directors of the Clean Power Alliance of Southern California

Thursday, September 5, 2019

2:00 p.m.

Conference Center at Cathedral Plaza

Conference Room C – 2nd Floor

555 W. Temple Street

Los Angeles, CA 90012

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the meeting materials, should contact Christian Cruz at least two (2) working days before the meeting at ccruz@cleanpoweralliance.org or (213) 269-5870. Notification in advance of the meeting will enable us to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.

PUBLIC COMMENT POLICY: *The General Public Comment item is reserved for persons wishing to address the Board on any Clean Power Alliance-related matters not on today's agenda. Public comments on matters on today's Consent Agenda and Regular Agenda shall be heard at the time the matter is called. Comments on items on the Consent Agenda are consolidated into one public comment period. As with all public comment, members of the public who wish to address the Board are requested to complete a speaker's slip and provide it to Clean Power Alliance staff at the beginning of the meeting but no later than immediately prior to the time an agenda item is called.*

Each speaker is limited to two (2) minutes (in whole minute increments) per agenda item with a cumulative total of five (5) minutes to be allocated between the General Public Comment, the entire Consent Agenda, or individual items in the Regular Agenda. Please refer to Policy No. 8 – Public Comment for additional information.

In addition, members of the Public are encouraged to submit written comments on any agenda item to PublicComment@cleanpoweralliance.org. To enable an opportunity for review, written comments should be submitted at least 72 hours but no later than 24 hours in advance of the noticed Board meeting date. Any written materials submitted thereafter will be distributed to the Board at the Board meeting. Any written submissions must specify the Agenda Item by number, otherwise they will be considered General Public Comment.

Members of the public may also participate in this meeting remotely at the following addresses:

Calabasas City Hall – Council Conference Room
100 Civic Center Way, Calabasas, CA 91301

Ventura County Government Center
Channel Islands Conference Room, 4th Floor Hall of Administration
800 South Victoria Avenue, Ventura, CA 93009

Whittier City Hall – Admin Conference Room
13230 Penn Street, Whittier, CA 90602

I. WELCOME AND ROLL CALL

II. GENERAL PUBLIC COMMENT

III. CONSENT AGENDA

1. Approve Minutes from July 18, 2019 Board of Directors Meeting
2. Authorize the Executive Director to Execute Task Order No. 6 between CPA and Ascend Analytics for Administration of CPA's 2019 Long-Term Clean Energy Request for Offers (RFO)
3. Authorize the Executive Director to Execute Amendment No. 1 to the Legal Services Agreement between CPA and Clean Energy Counsel Expanding the Scope of Services to Include Legal Support for CPA's 2019 Energy Procurement, Including CPA's Long-Term Clean Energy Request for Offers (RFO), and to Add Two Potential Additional Project Negotiations

- [4.](#) Adopt Resolution 19-09-013 to Delegate Authority to the Executive Director to Attest to the Accuracy of CPA's 65% Renewable Product Power Source Disclosure
- [5.](#) Appoint Members to the Community Advisory Committee
- [6.](#) Ratify CPA's Amended Position on SB 155 (Bradford) from "Oppose, unless amended" to "Neutral"

IV. REGULAR AGENDA

Action Items

- [7.](#) Adopt Resolution No. 19-09-014 to Approve Adjusted 2019 Rates for Phase 1 & 2 Non-Residential Customers, Resolution No. 19-09-015 to Approve Adjusted 2019 Rates for Phase 4 Non-Residential Customers, and Resolution No. 19-09-016 to Approve Adjusted 2019 Rates for Phase 3 Residential Customers
- [8.](#) Adopt Resolution 19-09-017 to Approve Amendments to the CPA Employee Handbook

V. MANAGEMENT UPDATE

VI. PRESENTATION FROM SOUTHERN CALIFORNIA EDISON ON THE PUBLIC SAFETY POWER SHUTOFF PROGRAM

VII. COMMITTEE CHAIR UPDATES

Director Lindsey Horvath, Chair, Legislative & Regulatory Committee

Director Julian Gold, Chair, Finance Committee

Director Carmen Ramirez, Chair, Energy Planning & Resources Committee

VIII. BOARD MEMBER COMMENTS

IX. REPORT FROM THE CHAIR

X. ADJOURN – TO REGULAR MEETING OCTOBER 3, 2019

Clean Power Alliance Board of Directors
September 5, 2019

Public Records: *Public records that relate to any item on the open session agenda for a regular Board Meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all, or a majority of, the members of the Board. The Board has designated Clean Power Alliance, 555 W. 5th Street, 35th Floor, Los Angeles, CA 90013, as the location where those public records will be available for inspection. The documents are also available online at www.cleanpoweralliance.org.*

REGULAR MEETING of the Board of Directors of the
Clean Power Alliance of Southern California
Thursday, July 18, 2019 2:00 p.m.

MINUTES

Metro Headquarters, 4th Floor, Plaza View Room
One Gateway Plaza, Los Angeles, CA 90012

*Calabasas City Hall
Council Conference Room
100 Civic Center Way, Calabasas, CA 91301*

*Ventura County Government Center
Channel Islands Conference Room
4th Floor Hall of Administration
800 South Victoria Avenue, Ventura, CA 93009*

*Ventura County District 2 Supervisor's Office
625 W Hillcrest Dr, Thousand Oaks, CA 91360*

*Whittier City Hall – Admin Conference Room
13230 Penn Street, Whittier, CA 90602*

I. WELCOME AND ROLL CALL

Chair Diana Mahmud called the meeting to order. Interim Board Secretary Christian Cruz conducted roll call.

Roll Call				
1	Agoura Hills	Deborah Klein Lopez	Director	Remote
2	Alhambra	Jeff Maloney	Director	In-Person
3	Arcadia			Absent
4	Beverly Hills	Julian Gold	Director	In-Person
5	Calabasas	John Bingham	Alternate	Remote
6	Camarillo	Tony Trembley	Director	Remote
7	Carson	Reata Kulcsar	Alternate	In-Person
8	Claremont	Corey Calaycay	Director	In-Person
9	Culver City	Meghan Sahli-Wells	Director	In-Person
10	Downey			Absent
11	Hawaiian Gardens			Absent
12	Hawthorne			Absent

Clean Power Alliance Board of Directors Minutes
July 18, 2019

13	Los Angeles County	Gary Gero	Alternate	In-Person
14	Malibu	Skylar Peak	Director	In-Person
15	Manhattan Beach	Dana Murray	Alternate	In-Person
16	Moorpark	Janice Parvin	Director	Remote
17	Ojai	Michelle Ellison	Alternate	Remote
18	Oxnard	Carmen Ramirez	Director	Remote
19	Paramount	Adriana Figueroa	Alternate	Remote
20	Redondo Beach	John Gran	Alternate	In-Person
21	Rolling Hills Estates	Steve Zuckerman	Director	In-Person
22	Santa Monica	Pam O'Connor	Alternate	In-Person
23	Sierra Madre			Absent
24	Simi Valley	Ruth Luevanos	Director	Remote
25	South Pasadena	Diana Mahmud	Chair	In-Person
26	Temple City			Absent
27	Thousand Oaks	Jay Spurgin	Alternate	Remote
28	Ventura	Christy Weir	Director	Remote
29	Ventura County	Linda Parks	Vice Chair	Remote
30	West Hollywood	Robyn Eason	Director	In-Person
31	Whittier			Absent

II. GENERAL PUBLIC COMMENT

There were no general public comments:

III. CONSENT AGENDA

1. Approved as Amended Minutes from June 6, 2019 Board of Directors Meeting
2. Approved Minutes from June 28, 2019 Board of Directors Special Meeting
3. Approved as Amended Policy No. 11 Governing Records Retention and Disposal
4. Approved Second Amended Task Order No. 1 with MRW and Associates for Rate Setting and Cost of Service Analysis

5. Received and Filed Report from the June 11, 2019 Community Advisory Committee Meeting

6. Received and Filed Quarterly Risk Management Team (RMT) Report

Motion: Director Gold, Beverly Hills

Second: Director Calaycay, Claremont

Vote: Items 1 through 6 passed by a roll call vote, with an abstention on Item 2 from Camarillo.

IV. REGULAR AGENDA

Action Items

7. Discussed and Provided Direction on CPA Expansion Strategy

Ted Bardacke, CPA Executive Director, provided a brief overview on the approach and timing for expansion of CPA's membership. At this time, if new members joined this year, they would not be served until 2021. Staff is looking for input from the Board on criteria for new agencies to join. Director Calaycay asked whether there would be nominal fee for new agencies to cover staff costs to review the feasibility of joining. Mr. Bardacke indicated that if analysis is done for a few cities, who are interested in joining they can share the cost of analysis and staff costs. Director Maloney asked what the reasons were why some cities didn't join initially. Director Gero clarified that some cities just didn't have an interest, others wanted to wait and see the agency stabilize first, and the third reason was some cities just didn't have the votes within the city council to move forward. Director Sahli-Wells stated her preference would be to expand CPA to only cities willing to come in at 100 percent, emphasizing the expansion of CPA should be values driven. Director Luevenos commented that if the goal is to have geographic diversity, then there will be communities that would be left out since they would not be able to afford coming in at 100 percent. As such, the CPA should keep in mind socioeconomic issues for communities, as well.

The Board moved staff recommendation to prepare for potential expansion of CPA in 2020 by developing criteria for new member agency recruitment based

on criteria such as increasing geographic diversity, filling in service territory gaps, acquisition of key load pockets, and enhancing CPA's financial strength and environmental impact, and take into account the Board comments in the development of expansion criteria.

Motion: Director Sahli-Wells, Culver City

Second: Director Gero, Los Angeles County

Vote: Item 7 passed by a unanimous roll call vote.

8. Approved Amendments to the Energy Risk Management Policy (ERMP)

Matt Langer, Chief Operating Officer, provided a brief presentation on the ERMP, including the hedging strategy and portfolio content categories. Mr. Langer clarified that CPA works with an independent supplier to buy power at a fixed price for a specified amount of time. Director Zuckerman asked when CPA has substitute energy that is not renewable, and there is reimbursement of extra clean energy does it mean that, that extra clean energy that is delivered to CPA has an associated cost. Mr. Langer clarified that this is part of the price that CPA pays for energy. Mr. Langer also highlighted non-Renewable Portfolio Standard (RPS) eligible carbon free energy, which essentially means nuclear resources and large hydroelectric resources, however, these resources are recognized by the California Energy Commission (CEC), but these projects are not currently being developed. Currently, these resources are in SCE's portfolio, therefore, for CPA to remain competitive, CPA also has to show these resources in our portfolio. Mr. Langer also highlighted the pricing trends for carbon free and renewable energy. For PCC-1, prices are between \$14-\$21 per MWh, PCC-2 \$5-\$10 per MWh, PCC-3 between \$1- \$2 per MWh, and carbon free prices have risen to over \$10 per MWh. However, the current amount of PCC-1 purchased by CPA alone meets the minimum compliance requirement in the RPS program. Mr. Langer noted that if the PCC-3 transaction is approved, this along with PCC-2 will only be used in the Clean and Lean product tiers, no PPC-3 resources would be used for the 100% Green Power product. Mr. Langer also noted that the PCC-3 transaction are only intended to be for this

year and CPA will then return to only purchasing PCC-1 and 2.

Director Gero asked why PCC-3 is devalued as compared to PCC-1 and 2. Mr. Langer stated that the California RPS program limits entities to at most 10% from PCC-3. Because of this, there remains a substantial amount of PCC-3 resources and they retain very little value if they cannot be delivered with substitute energy.

Director Ellison asked how long we would include nuclear and large hydro in the CPA portfolio. Mr. Langer clarified that CPA has purchased only some large hydro but no nuclear. Board Chair Mahmud said the Board, early on, directed staff not to purchase nuclear energy. In addition, staff will continue to review its products which may indicate less of a need for carbon free products, such as large hydro but carbon free will remain in the portfolio for the foreseeable future. Director Zuckerman asked why we are currently selling excess PCC-1. Mr. Langer stated that with the subset customer issue we currently have an excess of PCC-1, that we otherwise don't need. Director Kulcsar asked if the purchases of PCC-3 will only be used in 2019 or will they be used beyond. Mr. Langer stated, that they would only be used in 2019.

Director Gero did note for the Board that CPA did take a position that discouraged the use of PCC-3. The County believed they lack environmental credibility and as the JPA was being developed for the CCA the public also felt strongly they should be discouraged. Mr. Bardacke also added that this decision was a necessary financial decision and the fact that this item is before the Board now is a testament to the fact that it was not the intention of staff to purchase/use PCC-3 until it became financially necessary.

The following individual provided public comments on Item 8: Joe Sullivan (IBEW Local 11)

Motion: Director Calaycay, Claremont

Second: Director Zuckerman, Rolling Hills Estates

Vote: Item 8 passed by a unanimous roll call vote.

V. MANAGEMENT UPDATE

Mr. Bardacke provided an update on the SCE billing issues. Mr. Bardacke stated the billing issue identified in two ways 1.) From customer interaction. 2.) Staff noticed that daily deposits from SCE were off from what CPA staff projected them to be. This issue affected 10% of CPA customers. These customers either did not get a bill or only received a partial bill. This also affected all CCAs within SCE territory. Once SCE identified what caused the billing problem the issue was fixed. However, CPA is working with SCE to clear the backlog of charges. In addition, SCE is offering payments plans. CPA messaging is directing customers to the SCE call center, since SCE has the ability to help customers resolve the issue.

Director Weir asked if SCE is consistently advertising CPA on the bill under the charges. Monique Edwards, Director of Technology Integration and Data Analytics, clarified that on the second line of the first page is the CCA service account, but CPA is not referenced. This is simply because SCE does not have space to include the abbreviation of the CCA. However, on the following pages of the bill CPA is specifically referenced. Director Murray asked if there is a specific geographic area affected. Mr. Bardacke stated that there is no geographic pattern to the customers affected by the delayed billing and it seems to be random. Director Zuckerman asked about the prescriptive language in the enabling legislation or statute that requires the IOUs to cooperate on the billing and can there be judicial review. Nancy Whang, General Counsel, clarified that there could be a contention on disputes of fact, but the statute is not clear and does not lend itself well to an adjudicatory process. However, CPA could evaluate and consider legal action.

Director Gold asked whether a letter should be sent out to our customers clarifying the issue and its genesis. Mr. Bardacke stated that this is a possibility and CPA asked SCE to send out a letter, since it was an error on their end, but they declined to do so, at this time. However, staff is working with SCE on joint website language and it will be

posted on the SCE website within the next 24-48 hours.

Mr. Bardacke announced that the CPA 100% renewable product received Green-e certification, which is an independent certification of authenticity that we are delivering 100% renewable energy. Mr. Bardacke also announced that SCE will be making another rate change at the end of the month. CPA staff will bring an analysis of the rate change to the Board in September.

Director Lindsey Horvath asked when the last time SCE had these many rate changes. Mr. Langer stated they can't recall any other time this has happened and is unprecedented. Director Horvath stated that this is a disservice to our customers and that the PUC was doing a deep dive into the previous rate change and it would be appropriate that CPA compile any necessary information and submit it to the PUC, for further investigation on the necessity of the rate changes.

VI. LEGISLATIVE & REGULATORY UPDATE

Gina Goodhill, Policy Director, provided a brief overview of bills CPA is monitoring. Ms. Goodhill highlighted SB 155 and stated that CPA and CCAs worked diligently to amend this bill. This bill was amended with added language to clarify that it will not grant the PUC any new authority.

Ms. Whang provided a brief regulatory update. Ms. Whang highlighted the Cost of Capital proceeding. SCE filed an application to get 10.6% return of equity with an adder of 6% for the wildfire risk. However, with the passage of wildfire legislation, the adder will not be included and would fall under their general return on equity.

VII. COMMITTEE CHAIR UPDATES

There were no Committee Chair updates.

VIII. BOARD MEMBER COMMENTS

There were no Board member comments.

IX. REPORT FROM THE CHAIR

Chair Mahmud requested that we have a senior representative from SCE to speak about their Public Safety Power Shutoff Program. Chair Mahmud also stated that the Board will be dark in August and will reconvene in September.

X. ADJOURN

Chair Mahmud adjourned the meeting.



Staff Report – Agenda Item 2

To: Clean Power Alliance (CPA) Board of Directors

From: Natasha Keefer, Director of Power, Planning & Procurement

Approved by: Ted Bardacke, Executive Director

Subject: Task Order with Ascend Analytics for Long-Term RFO Support Services

Date: September 5, 2019

RECOMMENDATION

Authorize the Executive Director to execute Task Order No. 6 with Ascend Analytics for Long-Term RFO support services for a not-to-exceed amount of \$145,000.

BACKGROUND

CPA will be launching its second annual solicitation for long-term renewable energy and energy storage contracts ("2019 Clean Energy RFO") in October 2019. The solicitation process is estimated to be completed over a five-month timeframe. Based on the response received from the 2018 RFO, CPA is anticipating a robust response to the 2019 RFO from a diverse set of projects proposing highly complex offer structures.

In support of CPA's 2019 Clean Energy RFO, staff issued a Task Order Solicitation for Long-Term RFO Support Services to firms on CPA's pre-qualified vendor list. The purpose of the Task Order Solicitation was to acquire consulting services for up to three tasks: (1) support Clean Energy RFO solicitation design and offer selection criteria, (2) RFO administration, including a dedicated website and offer intake and validation, and (3) assistance with valuing long-term energy proposals submitted in response to the RFO.

SELECTION PROCESS

The Task Order Solicitation was sent to 37 potential bidders from CPA's pre-qualified provider list. Six vendors responded with proposals. Proposals contained cost estimates ranging from \$38,250 to \$285,000.

In reviewing the proposals, CPA considered cost and experience of the vendor on similar tasks and selected Ascend Analytics. Ascend Analytics is a specialized energy consulting firm with broad experience in the valuation of energy resources, including energy storage. Ascend Analytics' proposal includes a customized website platform for project submittal and a robust analytics engine for project evaluation. Ascend Analytics previously provided RFO and proposal/contract valuation support with other California CCAs and staff sought and received positive feedback from those CCAs prior to making its recommended selection.

FISCAL IMPACT

At a fixed fee of \$145,000 for Tasks 1-3, the Ascend proposal is within CPA's budgeted cost for these services. Expenditures associated with the proposed Task Order are included in the Board approved FY2019/20 Budget.

Attachment: 1) Ascend Analytics Task Order No. 6

EXHIBIT A
CLEAN POWER ALLIANCE ADMINISTRATION

CPA's PROJECT DIRECTOR:

Name: Ted Bardacke
Title: Executive Director
Address: 555 West 5th Street, 35th Floor
Los Angeles, CA 90013
Telephone: (213) 269-5870
E-Mail Address: tbardacke@cleanpoweralliance.org

EXHIBIT B
CONTRACTOR ADMINISTRATION

Task Order No. 6CPA Master Agreement No. 2019-09-05**CONTRACTOR'S PROJECT MANAGER:**

Name: David Millar
Title: Director of Resource Marketing
Address: 1877 Broadway St, Suite 706
Boulder, CO 90302
Telephone: 970-986-6662
Facsimile: _____
E-Mail Address: dmillar@ascendanalytics.com

CONTRACTOR'S AUTHORIZED OFFICIAL

Name: Gary Dorris
Title: CEO
Address: 1877 Broadway St, Suite 706
Boulder, CO 90302
Telephone: 303-415-0301
Facsimile: _____
E-Mail Address: gdorris@ascendanalytics.com

Name: _____
Title: _____
Address: _____

Telephone: _____
Facsimile: _____
E-Mail Address: _____

EXHIBIT E-1**MASTER AGREEMENT TASK ORDER
(FIXED PRICE PER DELIVERABLE BASIS)**ASCEND ANALYTICS, LLC
(“CONTRACTOR”)Work Order No. 6 CPA Master Agreement No. 2019-09-05Project Title: Long-Term RFO Support Services for 2019 Clean Energy RFOPeriod of Performance: August 30, 2019 through August 30, 2020CPA PROJECT DIRECTOR: Ted BardackeCPA TASK ORDER MANAGER Natasha Keefer**I. GENERAL**

Contractor shall satisfactorily perform all the tasks and provide all the deliverables detailed in the Statement of Work attached hereto, on a fixed price per deliverable basis, in compliance with the terms and conditions of Contractor’s Master Agreement.

II. PERSONNEL

Contractor shall provide the below-listed personnel:

Skill Category: Analyst & Senior AnalystName: Valezia KatzName: Daniel WeingartenName: Danielle LabruzzoName: Michelle Ballow**III. PAYMENT**

A. The Total Maximum Amount that CPA shall pay Contractor for each of deliverable to be provided under this Task Order is shown below:

Deliverable	Maximum Amount
<u>Pre-RFO Activities (Task Order Deliverable 1)</u>	<u>\$ 25,000</u>
<u>RFO Administration (Task Order Deliverable 2)</u>	<u>\$ 45,000</u>
<u>RFO Valuation (Task Order Deliverable 3)</u>	<u>\$ 70,000</u>
<u>Includes two trips to CPA HQ from Boulder for 2 staff</u>	<u>\$ 5,000</u>
Total Maximum Amount: <u>\$ 145,000</u>	

CPA shall make payment only after Contractor’s successful completion of each Deliverable.

- B. Contractor shall satisfactorily provide and complete all required deliverables in accordance with Statement of Work notwithstanding the fact that total payment from CPA for all deliverables shall not exceed the Total Maximum Amount in III.A, above.
- C. Contractor shall submit all invoices under this Task Order to:

Clean Power Alliance
Attn: Chief Financial Officer
555 West 5th Street, 35th Floor
Los Angeles, CA 90013.

IV. SERVICES

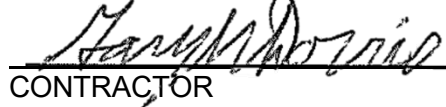
In accordance with Master Agreement Section 2, Contractor may not be paid for any task, deliverable, service, or other work that is not specified in this Task Order, and/or that utilizes personnel not specified in this Task Order, and/or that exceeds the Total Maximum Amount of this Task Order, and/or that goes beyond the expiration date of this Task Order.

ALL TERMS OF THE MASTER AGREEMENT SHALL REMAIN IN FULL FORCE AND EFFECT. THE TERMS OF THE MASTER AGREEMENT SHALL GOVERN AND TAKE PRECEDENCE OVER ANY CONFLICTING TERMS AND/OR CONDITIONS IN THIS TASK ORDER. NEITHER THE RATES NOR ANY OTHER SPECIFICATIONS IN THIS TASK ORDER ARE VALID OR BINDING IF THEY DO NOT COMPLY WITH THE TERMS AND CONDITIONS OF THE MASTER AGREEMENT.

Contractor's signature on this Task Order document confirms Contractor's acknowledgement, awareness, and agreement to the terms and conditions of the Master Agreement and specifically with the provisions of Section 2 of the Master Agreement, which establish that Contractor shall not be entitled to any compensation whatsoever for any task, deliverable, service, or other work:

- A. That is not specified in this Task Order, and/or
- B. That utilizes personnel not specified in this Task Order, and/or
- C. That exceeds the Total Maximum Amount for each deliverable specified in this Task Order, and/or
- D. That goes beyond the expiration date of this Task Order.

REGARDLESS OF ANY ORAL PROMISE MADE TO CONTRACTOR BY ANY CLEAN POWER ALLIANCE PERSONNEL WHATSOEVER.



CONTRACTOR

CLEAN POWER ALLIANCE

Date: 08/30/2019

BY: _____

Name: Gary Dorris

Name: _____

Title: CEO

Title: _____

Exhibit E-1A**Task Order Description****Long-Term RFO Support Services for 2019 Clean Energy RFO****Summary**

Support Clean Power Alliance's 2019 solicitation for long-term clean energy contracts, including solicitation design, requests for offer (RFO) administration, and offer evaluation and selection.

CPATASK ORDER – Scope of Work**1. In advance of the launch of the RFO, support solicitation design and offer selection criteria**

- a. Support CPA's development of the solicitation scope, process design, and detailed schedule
- b. The RFO selection criteria will incorporate, at a minimum the following quantitative and qualitative factors:
 - Energy and capacity value
 - Development risk
 - Environmental stewardship
 - Workforce Development
 - Benefits to Disadvantaged Communities
 - Project Location
- c. Develop a contact list of a competitive pool of providers and release an RFO pre-launch notification to these providers

Task 1 deliverables: Final solicitation process and schedule; framework for offer qualification and selection criteria, pre-launch notification

2. Administration of requests for offer of renewable energy projects

- a. Provide input on CPA's requested products [Note: form power purchase agreements (PPAs) will be provided by CPA]
- b. Prepare solicitation materials and a comprehensive solicitation protocol to be issued to potential providers [Note: solicitation materials are anticipated to be similar to those used in CPA's 2018 Clean Energy RFO]
- c. Provide a submission platform that accommodates a high volume of bidders, with multiple, differentiated offers from each bidder
- d. Provide a webinar platform that accommodates at least 100 participants
- e. Manage Q&A process to ensure conforming proposals are provided, including all communication with bidders
- f. Project manage the solicitation process to ensure key dates are met.

Task 2 deliverables: Written solicitation protocol; host website for receipt of offers; miscellaneous RFO administration services

3. Proposal evaluation and portfolio assessment

- a. Conduct initial QA/QC of offers and notify bidders of errors needing correction.
- b. Build a valuation model to perform financial analysis of individual projects and portfolios of projects to assess value and assist CPA with constructing the

- optimal portfolio of projects for CPA, including valuation of RPS-only, RPS plus storage, and storage only offers.
- c. Longlist Selection: analyze project developers, project dynamics, and financial analysis to filter offers to an initial list of qualified and conforming project offers. The longlist deliverable will include a comprehensive Excel spreadsheet summarizing all offers with key descriptive information and selection criteria ranking for each offer. The deliverable will also include a summary of RFO metrics and trends to be presented to CPA's Board of Directors Energy Committee.
 - d. Shortlist Selection: perform advanced analytics on potential shortlisted projects to identify the most attractive projects to procure. To facilitate CPA's selection process by the RFO review team, the potential shortlist analysis should be provided to CPA in comprehensive and easy to understand summary report and an Excel spreadsheet that includes descriptive information on all offers, including selection criteria ranking.

Task 3 deliverables: Evaluation of all submitted offers and analysis of selected CPA portfolio; longlist and shortlist selection deliverables as described above

PROJECT SCHEDULE AND COORDINATION

Each task listed above shall be undertaken in close coordination with CPA staff. The Contractor shall discuss initial findings or approaches for each task with CPA staff before developing final work products in order to avoid rework. CPA Staff will provide timely feedback and input in developing the work product.

The key events for CPA's 2019 Long-term Clean Energy RFO are listed below and may be subject to change at CPA's exclusive discretion.

Date	Action
September 9	Task Order kick-off with Contractor
September 20	Contractor completes Task 1a: Solicitation design
September 25	CPA Energy Committee Meeting - receive initial feedback on solicitation design
September 27	Contractor completes Task 1b and 1c: Complete selection criteria framework and release solicitation pre-launch notice
October 18	Contractor completes Task 2a and 2b: Finalize form PPA and complete solicitation protocol
October 21	Contractor completes Task 2c: Launch RFO
October 28	Contractor completes Task 2d: Conduct RFO Webinar
November 1	Contractor closes Q&A bidder submission window

November 15	Contractor completes Task 2e: Post Q&A responses
November 22	Offers Due
December 6	Task 3a: Complete QA/QC of RFO responses
December 13	Complete Task 3b and 3c: Perform individual contract and portfolio analysis and Longlist selection
Mid-December TBD	CPA Energy Committee – Review RFO Longlist trends
January 10	Task 3d: Shortlist selection recommendation by CPA's RFO review team
January 22	CPA Energy Committee – Approve shortlist
February 6	CPA Board meeting – update Board on shortlist selection
February 7	Exclusivity Agreements due
May 7	CPA Board meeting - Approve negotiated PPAs

Staff Report – Agenda Item 3

To: Clean Power Alliance (CPA) Board of Directors

From: Nancy Whang, General Counsel

Approved by: Ted Bardacke, Executive Director

Subject: Authorize the Executive Director to Execute Amendment No. 1 to the Professional Legal Services Agreement between CPA and Clean Energy Counsel

Date: September 5, 2019

RECOMMENDATION

Authorize the Executive Director to execute Amendment No. 1 to the Legal Services Agreement between CPA and Clean Energy Counsel (CEC) expanding the scope of services to include (i) legal support related to CPA's energy procurement, including for CPA's 2019 Long-Term Clean Energy Request for Offers (RFO), for a Not-to-Exceed (NTE) amount of \$15,000, and (ii) two additional long-term energy projects for an NTE amount of \$16,000 for each project.

SUMMARY

As discussed in Item 2, staff is initiating its 2019 Long Term Clean Energy RFO solicitation process for selecting long-term renewable energy, energy plus storage, or stand-alone storage contracts, and seeks the Board's approval of an agreement with a contractor who will serve as the administrator of CPA's 2019 RFO. Once the administrator is in place, CPA will need legal support, as it did for the 2018 RFO, to review the RFO solicitation, including review of the RFO protocol, updates to CPA's pro forma, and to provide other related support, including post proposal review. While CPA is able to leverage and create efficiencies from the 2018 RFO, additional limited support is still needed.

CEC was originally selected through a competitive solicitation to assist with negotiations with project developers for power purchase agreements (PPAs) resulting from CPA's 2018 RFO. These included the Rosamond Solar project approved by the Board in June 2019 and the Daggett Solar + Storage project currently under negotiation and expected to be presented to the Board in October. Staff is recommending additional scope for CEC in preparing 2019 RFO documents based on this experience and the work CEC did to update to CPA's pro forma PPA arising from the 2018 RFO.

In addition, CPA is, from time to time, presented with time-sensitive, unique, or beneficial opportunities to secure short-term or long-term clean power from developers or offerors. Staff requests that CEC's scope of work be further amended to authorize CEC to negotiate short-term agreements, as needed, and to negotiate two additional long-term PPAs.

Staff proposes an NTE of \$16,000 per long-term project with a \$3,000 "collar" per project that CEC will bear if CEC exceeds the NTE for each project. This NTE amount is the same as CEC's NTE for the Rosamund and Daggett projects. Staff further propose an NTE of \$15,000 for energy procurement and RFO related services with a \$3,000 "collar" that CEC will bear if CEC exceeds the NTE for procurement services.

Based on the foregoing, staff requests authorization to amend the Professional Legal Services Agreement with CEC as discussed above. The total not-to-exceed value of this amendment is \$56,000.

FISCAL IMPACT

Expenditures associated with the proposed amendment are included in the Board approved FY2019/20 Budget.

Attachments:

- 1) Amendment No. 1 to CEC Professional Legal Services Agreement with Exhibit A (Clean)
- 2) Redline of Exhibit A to Amendment No. 1.

**AMENDMENT NUMBER ONE TO
CLEAN ENERGY COUNSEL
PROFESSIONAL LEGAL SERVICES AGREEMENT**

This Amendment Number One (“AMENDMENT”) to the Professional Legal Services Agreement is made by and between Clean Power Alliance of Southern California (“CPA”) and the Clean Energy Counsel, LLP (“FIRM”) on September 3, 2019. CPA and FIRM may individually be referred to herein as a “Party,” or collectively as the “Parties.”

RECITALS

WHEREAS, a Professional Legal Services Agreement (“AGREEMENT”) was executed on February 7, 2019, between CPA and FIRM in order to contract for professional legal services related to CPA’s long-term clean energy procurement arising from the 2018 Long-Term Clean Energy Request for Offers (“RFO”) including drafting and negotiating long-term power purchase agreements and related ancillary documents;

WHEREAS, CPA desires to expand FIRM’s scope of services to include legal support related to additional energy procurement services, including support for CPA’s 2019 Long-Term Clean Energy RFO and to add two additional long-term energy projects;

WHEREAS, FIRM has the legal competence and specialized expertise to provide the professional legal services, described above; and,

WHEREAS, FIRM desires to provide and perform these professional legal services.

NOW, THEREFORE, it is mutually agreed by and between the Parties hereto to amend the Agreement as follows:

1. Paragraph IV. Compensation:
 - a. Section IV.B.1 of the AGREEMENT shall be deleted in its entirety and read as follows:

“FIRM shall provide legal services at the hourly billing rates for attorney(s) and if applicable, paralegals set forth in Exhibit A to this AGREEMENT, subject to the “Collar”, as defined in Exhibit A; provided, for any amounts that exceed the Collar amount, FIRM shall obtain CPA’s prior written authority. For any amounts that exceed the Collar amount, FIRM shall obtain CPA’s prior written authority.”
2. Exhibit A:
 - a. Exhibit A of the AGREEMENT shall be deleted in its entirety and replaced with the Exhibit A attached to this AMENDMENT.
3. Except as specifically amended hereby, all other terms and conditions of the AGREEMENT shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this AMENDMENT to be executed as of the date first above written.

CLEAN POWER ALLIANCE OF SOUTHERN CALIFORNIA

By

Theodore Bardacke
Executive Director

Approved as to Form:

By

Nancy Whang
General Counsel
Clean Power Alliance

FIRM:

Clean Energy Counsel, LLP

Print Name of Firm

By

Todd A. Larsen

EXHIBIT A
HOURLY BILLING RATES

Clean Energy Counsel, LLP

Power Procurement Counsel for long-term stand-alone energy storage, or renewable (“RPS”) or renewables plus storage (“RPS plus storage”) projects, short-term energy procurement, and long-term procurement solicitation support.

Contemplated services include:

- (a) drafting the RFO pro forma stand-alone energy storage power procurement agreement (“PPA”) (the service under (a) shall be referred to as “Drafting the Storage PPA”);
- (b) drafting and negotiating (i) PPAs, and (ii) any ancillary documentation required or provided by project developers (e.g., NDAs, letters of credit, parent guarantees, legal opinions, authority documents and board resolutions) for up to 2 projects assigned to CEC (the service under (b) shall be referred to as “Negotiating the Storage PPA”);
- (c) drafting and negotiating (i) RPS or RPS plus storage PPAs, and (ii) any ancillary documentation required or provided by project developers (e.g., NDAs, letters of credit, parent guarantees, legal opinions, authority documents and board resolutions) for up to 5 projects assigned to CEC (the service under (c) shall be referred to as “Negotiating RPS PPA”);
- (d) providing legal counsel and representation, as requested, related to CPA’s energy procurement, including EEI or WSPP Master Agreements, confirmations for transactions for a range of energy products using confirmations under the EEI Master Agreement and WSPP Agreements, and related or ancillary documentation (e.g., NDAs, letters of credit, parent guarantees, legal opinions, authority documents and board resolutions); and,
- (e) supporting CPA’s long-term energy procurement solicitation documentation and ancillary documentation. The services specified under (d) and (e) shall be referred to as “Procurement Services”

The legal services specified in (a) through (e) are collectively referred to below as the “Engagement.”

Drafting the Storage PPA

The total amount of fees for Drafting the Storage PPA under the Engagement shall not, without prior written authorization from CPA, exceed seventeen thousand dollars (\$17,000.00) (the “Initial Authorized Budget for PPA”). If CEC’s billable fees exceed the Initial Authorized Budget, CEC shall be responsible for all fees incurred between the Initial Authorized Budget and twenty-one thousand two hundred fifty dollars (\$21,250.00) (the “PPA Collar”).

Negotiating the Storage PPA

The total amount of fees for Negotiating Storage PPA for each matter assigned to CEC under the Engagement shall not, without prior written authorization from CPA, exceed sixteen thousand dollars (\$16,000.00) (the “Initial Authorized Budget for Negotiations”). If CEC’s billable fees exceed the Initial Authorized Budget, CEC shall be responsible for all fees incurred between the Initial Authorized Budget and nineteen thousand dollars (\$19,000.00) (the “Negotiation Collar”).

Negotiating the RPS PPA

The total amount of fees for Negotiating RPS PPA for each matter assigned to CEC under the Engagement shall not, without prior written authorization from CPA, exceed sixteen thousand dollars (\$16,000.00) (the “Initial Authorized Budget for RPS Negotiations”). If CEC’s billable fees exceed the Initial Authorized Budget for RPS Negotiations, CEC shall be responsible for all fees incurred between the Initial Authorized Budget and nineteen thousand dollars (\$19,000.00) (the “RPS Negotiation Collar”).

Procurement Services

The total amount of fees for Procurement Services the Engagement shall not, without prior written authorization from CPA, exceed sixteen thousand dollars (\$15,000.00) (the “Initial Authorized Budget for Procurement Services”). If CEC’s billable fees exceed the Initial Authorized Budget for Procurement Services, CEC shall be responsible for all fees incurred between the Initial Authorized Budget and nineteen thousand dollars (\$18,000.00) (the “Procurement Services Collar”).

For any fees that exceed the PPA Collar, the Negotiation Collar, the RPS Negotiation Collar, or Procurement Services Collar, CPA will pay CEC at the hourly rates, specified below, provided that CPA expressly authorizes the additional work in writing.

CPA and the FIRM acknowledge that the Initial Authorized Budgets for PPAs, for Negotiations, or for Procurement Services are not an estimate of the total costs required to complete the Engagement.

Staff Title

Todd Larsen (Lead Counsel): \$425/hr

EXHIBIT A**HOURLY BILLING RATES**

Clean Energy Counsel, LLP

~~Long-Term~~ Power Procurement Counsel for long-term stand-alone energy storage, or renewable (“RPS”) or renewables plus storage (“RPS plus storage”) projects, short-term energy procurement, and long-term procurement solicitation support.

Contemplated services include:

- (a) drafting the RFO pro forma stand-alone energy storage power procurement agreement (“PPA”) (the service under (a) shall be referred to as “Drafting the Storage PPA”);
- (b) drafting and negotiating (i) PPAs, and (ii) any ancillary documentation required or provided by project developers (e.g., NDAs, letters of credit, parent guarantees, legal opinions, authority documents and board resolutions) for up to 2 projects assigned to CEC (the service under (b) shall be referred to as “Negotiating the Storage PPA”); ~~and~~
- (c) drafting and negotiating (i) RPS or RPS plus storage PPAs, and (ii) any ancillary documentation required or provided by project developers (e.g., NDAs, letters of credit, parent guarantees, legal opinions, authority documents and board resolutions) for up to ~~5~~3 projects assigned to CEC (the service under (c) shall be referred as “Negotiating RPS PPA”);
- (d) providing legal counsel and representation, as requested, related to CPA’s energy procurement, including EEI or WSPP Master Agreements, confirmations for transactions for a range of energy products using confirmations under the EEI Master Agreement and WSPP Agreements, and related or ancillary documentation (e.g., NDAs, letters of credit, parent guarantees, legal opinions, authority documents and board resolutions); and,
- (e) supporting CPA’s long-term energy procurement solicitation documentation and ancillary documentation. The services specified under (d) and (e) shall be referred to as “Procurement Services”

~~CPA anticipates contract negotiations to be finalized and closed by May 31, 2019.~~ These legal services specified in (a) through (e) are collectively referred to below as the “Engagement.”

Drafting the Storage PPA

The total amount of fees for Drafting the Storage PPA under the Engagement shall not, without prior written authorization from CPA, exceed seventeen thousand dollars (\$17,000.00) (the “Initial Authorized Budget for PPA”). If CEC’s billable fees exceed the Initial Authorized Budget, CEC shall be responsible for all fees incurred between the Initial Authorized Budget and twenty-one thousand two hundred fifty dollars (\$21,250.00) (the “PPA Collar”).

Negotiating Storage PPA

The total amount of fees for Negotiating Storage PPA for each matter assigned to CEC under the Engagement shall not, without prior written authorization from CPA, exceed sixteen thousand dollars (\$16,000.00) (the “Initial Authorized Budget for Negotiations”). If CEC’s billable fees exceed the Initial Authorized Budget, CEC shall be responsible for all fees incurred between the Initial Authorized Budget and nineteen thousand dollars (\$19,000.00) (the “Negotiation Collar”).

Negotiating RPS PPA

The total amount of fees for Negotiating RPS PPA for each matter assigned to CEC under the Engagement shall not, without prior written authorization from CPA, exceed sixteen thousand dollars (\$16,000.00) (the “Initial Authorized Budget for RPS Negotiations”). If CEC’s billable fees exceed the Initial Authorized Budget for RPS Negotiations, CEC shall be responsible for all fees incurred between the Initial Authorized Budget and nineteen thousand dollars (\$19,000.00) (the “RPS Negotiation Collar”).

Procurement Services

The total amount of fees for Procurement Services the Engagement shall not, without prior written authorization from CPA, exceed sixteen thousand dollars (\$15,000.00) (the “Initial Authorized Budget for Procurement Services”). If CEC’s billable fees exceed the Initial Authorized Budget for Procurement Services, CEC shall be responsible for all fees incurred between the Initial Authorized Budget and nineteen thousand dollars (\$18,000.00) (the “Procurement Services Collar”).

For any fees that exceed the PPA Collar, the Negotiation Collar, ~~or~~ the RPS Negotiation Collar, or Procurement Services Collar, CPA will pay CEC at the hourly rates, specified below, provided that CPA expressly authorizes the additional work in writing.

CPA and the FIRM acknowledge that the Initial Authorized Budgets for PPA, ~~or~~ for Negotiations, or for Procurement Services are not an estimate of the total costs required to complete the Engagement.

Staff Title

Todd Larsen (Lead Counsel): \$425/hr



Staff Report – Agenda Item 4

To: Clean Power Alliance (CPA) Board of Directors

From: Ted Tardif, Energy Resources Manager

Approved By: Ted Bardacke, Executive Director

Subject: 2018 Power Source Disclosure – 65% Renewable Product

Date: September 5, 2019

RECOMMENDATION

Staff recommends the Board of Directors approve Resolution 19-09-013 delegating authority to the Executive Director to attest to the accuracy of CPA's 65% Renewable Product Power Source Disclosure.

BACKGROUND REGARDING POWER SOURCE DISCLOSURE AND ATTESTION

California law requires all retail sellers of electric energy, including CPA, to disclose accurate, reliable, and simple-to-understand information on the sources of energy that are delivered to their customers¹. This information must be provided to customers by October 1 for the previous calendar year. The format for requisite communications has been termed the “Power Content Label” (or PCL) by the California Energy Commission (CEC). Information presented in the PCL includes the proportionate share of total energy supply attributable to various resource types, including both renewable and conventional fuel sources.

Prior to distributing the PCL to its customers, CPA annually submits a report regarding its specified power purchases to the CEC. This report is a required element of California's Power Source Disclosure (PSD) Program. Both the annual PSD report and the PCL are

¹ California Public Utilities Code Section 398.1(b)

required elements of California's PSD Program, and the power supply information reflected in the annual PSD report is inserted into the PCL.

As part of the PSD Program, a retail seller is required to have each of their electric product PSDs audited by an accredited third-party verifier by October 1. However, a retail seller that is a public agency may choose to self-attest to the veracity of a PSD for *one* of its energy products if the submission of the attestation is approved by its board of directors at a public meeting. Given this option, staff is recommending that CPA attest to its 2018 65% Renewable product, as discussed in detail below.

CPA 2018 PSD AND SELF-ATTESTATION OF 65% RENEWABLE PRODUCT

Prior to approving CPA's current Lean, Clean and 100% Green Power energy products in August 2018, CPA had a single energy option for its customers named the 65% Renewable product which served approximately 2,000 Los Angeles County municipal accounts from February 2018 to July 2018. This 65% Renewable product delivered 65% of customers' energy from wind resources. The remaining sources of energy were large hydroelectric, with 24% from specified large hydroelectric resources and 11% from an Asset Controlling Supplier (primarily large hydroelectric but from an unspecified source) located in the Pacific Northwest.

For CPA's 2018 PSD Program report, staff performed a detailed review of all power purchases completed for the 2018 calendar year. This review included an inventory of all renewable energy transfers within CPA's Western Renewable Energy Generation Information System (WREGIS) accounts and related transaction records. Based on staff's review of available data, the information regarding the 65% Renewable product was determined to be accurate.

As for the other three energy products (Lean, Clean, and 100% Green), CPA will have them accredited through a third-party auditor. These audits are typically priced at approximately \$5,000 per product option. Staff believes that it is not cost effective to

conduct an independent audit for a product that only served 2,000 customers for five months. Therefore, staff is recommending a self-attestation in this limited case.

For 2018, and for subsequent years, CPA's Lean, Clean, and 100% Green Power energy products will continue to be certified by a third-party auditor.

Below is a copy of CPA's 2018 Power Content Label, which will be submitted to the CEC.

2018 POWER CONTENT LABEL					
Clean Power Alliance of Southern California					
cleanpoweralliance.org/power-sources					
ENERGY RESOURCES	65% Renewable	Lean Power	Clean Power	100% Green Power	2018 CA Power Mix**
Eligible Renewable	65%	36%	61%	100%	31%
Biomass & Biowaste	0%	0%	0%	0%	2%
Geothermal	0%	0%	0%	0%	5%
Eligible Hydroelectric	0%	0%	0%	0%	2%
Solar	0%	0%	38%	0%	11%
Wind	65%	36%	23%	100%	11%
Coal	0%	0%	0%	0%	3%
Large Hydroelectric	24%	45%	27%	0%	11%
Natural Gas	0%	0%	0%	0%	35%
Nuclear	0%	0%	0%	0%	9%
Other	0%	0%	0%	0%	<1%
Unspecified sources of power*	11%	19%	13%	0%	11%
TOTAL	100%	100%	100%	100%	100%

Attachment: 1) Resolution 19-09-013

RESOLUTION NO. 19-09-013**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CLEAN POWER ALLIANCE OF SOUTHERN CALIFORNIA TO APPROVE THE SUBMISSION OF THE ATTESTATION TO THE VERACITY OF THE 65% RENEWABLE POWER SOURCE DISCLOSURE 2018 ANNUAL REPORT****THE BOARD OF DIRECTORS OF THE CLEAN POWER ALLIANCE OF SOUTHERN CALIFORNIA DOES HEREBY FIND, RESOLVE, AND ORDER AS FOLLOWS:**

WHEREAS, the Clean Power Alliance of Southern California (formerly known as Los Angeles Community Choice Energy Authority) ("Clean Power Alliance" or "CPA") was formed on June 27, 2017; and

WHEREAS, State law (Public Utilities Code Sections 398.4 and 398.5) requires "retail suppliers of electricity products" to disclose to their customers each year the sources of electricity delivered to customers in the previous year, to submit the Power Source Disclosure ("PSD") Report ("PSD Report") to the California Energy Commission ("CEC") and to independently verify the sources in the PSD Report with a third-party auditor; and

WHEREAS, California Energy Commission ("CEC") regulations allow a public agency to self-attest to the veracity of *one* of the agency's energy products if the submission of the attestation in the PSD Report is approved by its board of directors at a public meeting; and, .

WHEREAS, CPA has selected for self-attestation CPA's 65% Renewable product; and

WHEREAS, CPA served approximately 2,000 Los Angeles County municipal customers from February 2018 to July 2018 with the 65% Renewable product; and,

WHEREAS, CPA met its 65% Renewable product with electricity sources that were from 65% eligible renewable energy resources under California's Renewables Portfolio Standard, 24% was from large hydroelectric generation, and 11% unspecified sources from an Asset Controlling Supplier (large hydroelectric carbon-free resource); and

WHEREAS, CPA staff performed a detailed review of all power purchases completed for the 2018 calendar year; including an inventory of all renewable energy transfers within CPA's WREGIS account, and transaction records;

WHEREAS, CPA will have CPA's Lean, Clean and 100% Green Power energy products audited by an independent auditor; and

WHEREAS, the Board wishes to delegate to CPA's Executive Director the authority to attest to the veracity of information for the 65% Renewable product in the PSD Report;

NOW THEREFORE, BE IT DETERMINED, ORDERED, AND RESOLVED, BY THE BOARD OF DIRECTORS OF THE CLEAN POWER ALLIANCE OF SOUTHERN CALIFORNIA:

1. CPA's submission of an attestation of the veracity of CPA's 65% energy product in CPA's PSD Report is approved; and,
2. The Executive Director is delegated authority to make the foregoing attestation to the CEC.

APPROVED AND ADOPTED this ____ day of _____ 2019.

Chair

ATTEST:

Secretary



Staff Report – Agenda Item 5

To: Clean Power Alliance (CPA) Board of Directors

From: Christian Cruz, Community Outreach Manager

Approved By: Ted Bardacke, Executive Director

Subject: Appoint Two Members to the Community Advisory Committee for 2019-2020 Representing the South Bay Region and the East Ventura/West LA County Region

Date: September 5, 2019

RECOMMENDATION

Appoint two members to the Community Advisory Committee (CAC) for 2019-2020 to represent the South Bay Region and East Ventura/West LA County Region.

BACKGROUND

On June 7, 2018, the Board of Directors approved a structure for the CAC to provide input to the Board on various policy and planning issues as well as be a voice for CPA in the community. Staff worked with member jurisdictions and stakeholders to solicit interest in the CAC through an outreach campaign. On November 15, the Board appointed 13 candidates to represent six of the seven CAC sub-regions. On February 7, the Board appointed one member to the unincorporated LA County CAC position; a second LA County member was appointed in June.

In January, one of the CAC members representing the South Bay resigned from the CAC due to work obligations. In June, the Board removed one South Bay Region representative due to lack of attendance, and a representative from East Ventura/West LA County resigned due to moving outside the CPA service territory, leaving a total of three vacant seats, two in the South Bay and one in East Ventura/West LA County. Over

the summer, staff worked to conduct additional outreach, partnering with CPA member agencies and current CAC members to solicit interest from new candidates.

RECOMMENDED CAC APPOINTMENTS

The following South Bay and East Ventura/West LA County CAC applicants are being recommended by staff for the Board's consideration. These recommendations are based on a review of six applications and in consultation with various member agencies. An application summary for the recommended candidates is provided as an attachment to this staff report.

APPLICANTS FOR CONSIDERATION	
South Bay and West/Unincorporated Ventura County 3 position available. 7 applicants. Recommended appointment: <ul style="list-style-type: none"> • Liliana Mendoza, East Ventura/West LA County • David Lesser, South Bay 	
CURRENT APPOINTED CAC MEMBERS	
East Ventura/West LA County <i>(Agoura Hills, Camarillo, Calabasas, Moorpark, Simi Valley, Thousand Oaks)</i> Appointed members: <ul style="list-style-type: none"> • Angus Simmons • Laura Brown • Vacant 	San Gabriel Valley <i>(Alhambra, Arcadia, Claremont, Sierra Madre, South Pasadena, Temple City)</i> Appointed members: <ul style="list-style-type: none"> • Richard Tom • Robert Parkhurst
West/Unincorporated Ventura County <i>(Ojai, Oxnard, Ventura, Unincorporated Ventura County)</i> Appointed members: <ul style="list-style-type: none"> • Lucas Zucker • Steven Nash 	South Bay <i>(Carson, Hawthorne, Manhattan Beach, Redondo Beach, Rolling Hills Estates)</i> Appointed members: <ul style="list-style-type: none"> • Vacant • Vacant
Gateway Cities <i>(Downey, Hawaiian Gardens, Paramount, Whittier)</i> Appointed members: <ul style="list-style-type: none"> • Jaime Abrego • Jordan Salcido 	Westside <i>(Beverly Hills, Culver City, Malibu, Santa Monica, West Hollywood)</i> Appointed members: <ul style="list-style-type: none"> • Cris Gutierrez • David Haake
Unincorporated LA County Appointed members: <ul style="list-style-type: none"> • Neil Fromer • Kristie Hernandez 	

Additionally, there remains one seat open in the South Bay Region. Staff has received various applications from strong candidates. Staff will review the applications, and it is expected to present a recommendation to fill the last seat to the Board in October.

Attachment: 1) CAC Applicant Summaries



Community Advisory Committee Applicant Summary

Candidate: Liliana Mendoza **Subregion:** East Ventura/West LA County **Eligible Candidate:** Yes

Section 1: Personal Information

- A.** Home Address: Thousand Oaks, CA
B. Occupation: Student, California Lutheran University

Section 2: Qualifications

- A.** *Experience serving on advisory committees / public commission / similar bodies:*
- Serve as Secretary for the Adelante Comunidad Conejo, a non-profit that advocates for the needs of students and families in the Conejo Valley.
- B.** *Experience with outreach or community leadership:*
- I advocate for the needs of Latinos in the Conejo Valley. I also helped start many incentives to better the transition into high school for immigrant students at Thousand Oaks High School.
- C.** *Experience or expertise in energy field:* N/A
- D.** *Other skills / knowledge / experience to bring to Committee:*
- While I am only nineteen years old, I have served in leadership positions from a young age and intend to continue with an activist lifestyle. I am used to working in teams and will push for unity and tolerance in my work. I also have experience in public speaking from competing on Moorpark College's speech and debate team.

Section 3: Additional Information

- A.** *Why you are interested / what you hope to achieve:*
- Last Fall I interned for State Senator Henry Stern's office and now have a better understanding of people in the district's concerns and how important it is to use our voices to fight for what we need. I am interested in this position as it would allow me to provide a voice for those who are too afraid to speak up. I completely stand behind the organization's efforts towards, "social, economic, and environmental justice," as I believe it is a human right for our concerns to be heard and addressed.
 - While serving on this committee I would like to achieve progress regarding issues that are brought to our attention.
- B.** *All affiliations / councils / committees currently a member of:*
- Adelante Comunidad Conejo
- C.** *List other languages / ability to support non-English speaking communities:* Spanish
- D.** *Anything else you would like CPA to know:*

Section 4: Commitment

- A.** *Ability to make commitment:*
- I am eager to learn in order to succeed within the committee. I am determined and will give it my all if appointed to this position. As an advocate for social and environmental justice and reform I would be honored to be given the opportunity to work with an organization whose work I support.
- B.** *Signed to certify electric holder in CPA service territory and meet eligibility requirements?* **Yes.**



Community Advisory Committee Applicant Summary

Candidate: David Lesser **Subregion:** South Bay **Eligible Candidate:** Yes

Section 1: Personal Information

- A. Home Address: Manhattan Beach, CA
- B. Occupation: Attorney

Section 2: Qualifications

- A. *Experience serving on advisory committees / public commission / similar bodies:*
 - City of Manhattan Beach Mayor (2013 & 2017), City Council Member (2011-12; 2014-16; 2018-19), and Planning Commissioner (2005-11); County of Los Angeles Sanitation Board Member (2013 & 2017) and Library Commissioner (2014-19); South Bay Cities Council of Governments Board and Steering Committee Member (2011-19); South Bay Regional Communications Authority Board member (2015-19); Etc.
- B. *Experience with outreach or community leadership:*
 - Participated in organizational meetings for South Bay Clean Power (2014-16) on behalf of the City of Manhattan Beach. As Mayor in 2017 I helped lay the foundation for the City's adoption of the Joint Powers Agreement to join Los Angeles Community Choice Energy, predecessor to the Clean Power Alliance. Served as Co-Chair of the City of Manhattan Beach Environmental Task Force II, 2011-13, which pursued local initiatives to reduce carbon emissions.
- C. *Experience or expertise in energy field:*
 - Led advocacy by South Bay officials for greater electrical power reliability for six years. Efforts included adoption of legislation, meetings with the Public Utilities Commission's Chair, Commissioners, and staff, meetings with Southern California Edison executives, representatives, and engineers, and coordination with state and regional elected officials.
- D. *Other skills / knowledge / experience to bring to Committee:*
 - Attorney; Former General Counsel for Legal and Regulatory Affairs for telecommunications company.

Section 3: Additional Information

- A. *Why you are interested / what you hope to achieve:*
 - Policy decisions by the Clean Power Alliance (CPA) will reduce carbon emissions far beyond initiatives I pursued as a local elected official. I participated in early efforts among regional officials and advocates to establish a Community Choice Aggregation provider in the South Bay.
 - Subsequently, I helped lead the City of Manhattan Beach in joining the predecessor to the CPA and welcome an opportunity to serve in an advisory role as it evolves.
- B. *All affiliations / councils / committees currently a member of:*
 - State Bar of California;
 - Manhattan Beach Mayor's Youth Council (leadership training program for young adults).
- C. *List other languages / ability to support non-English speaking communities:* None
- D. *Anything else you would like CPA to know:*
 - It would be a privilege to continue my involvement with CPA in an advisory capacity. As previously indicated, I was involved as an elected official in early efforts to establish a regional Community Choice Aggregation provider. South Bay elected officials, advocates, and I sought to emulate the success of Sonoma Clean Power in reducing carbon emissions on a broader scale than municipalities could achieve on their own. I subsequently participated in the City of Manhattan Beach's decision to join CPA, am impressed by its expanding scale, and would enjoy continuing to contribute as it grows.



Community Advisory Committee Applicant Summary

Section 4: Commitment

A. *Ability to make commitment:*

- As a potential member of the Clean Power Alliance Committee, I will do my best to fulfill my commitment and attend all meetings as scheduled by the Board.

B. *Signed to certify electric holder in CPA service territory and meet eligibility requirements? Yes.*



Staff Report – Agenda Item 6

To: Clean Power Alliance (CPA) Board of Directors

From: Gina Goodhill, Policy Director

Approved By: Ted Bardacke, Executive Director

Subject: Ratify CPA's Amended Position on SB 155 (Bradford) from "Oppose, unless amended" to "Neutral"

Date: September 5, 2019

RECOMMENDATION

Ratify CPA's amended position on SB 155 (Bradford) from "Oppose, unless amended" to "Neutral" as recommended by the Legislative & Regulatory Committee.

BACKGROUND

On May 2, the Board of Directors adopted an "Oppose, unless amended" position on SB 155 by Senator Bradford. This bill would have allowed the California Public Utilities Commission (CPUC) to review the Integrated Resource Plan (IRP) from each load-serving entity (LSE), and enforce the requirement that the IRP of each LSE shall contribute to a diverse and balanced portfolio.

SB 155 AMENDMENTS

On July 24, the Legislative & Regulatory Committee voted to change CPA's position to "Neutral," as the bill was recently amended to include language clarifying that it does not authorize the CPUC to require any LSE to procure a specific resource or technology type, which effectively removed CPA's concerns.

The current bill text for SB 155 is available at:

http://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201920200SB155.

STATEWIDE ACTIVITY ON INTEGRATED RESOURCE PLANS

SB 155 is part of an emerging effort from legislators and the CPUC to change the IRP process from an exercise in collating resource plans from individual Load Serving Entities (like CPA) to the definitive vehicle to plan the future of the electric system. In recent months, it has been used as the tool to address statewide reliability concerns, the development of preferred resources, the retirement of gas fleets, and other issues. CPA is working with CalCCA and other CCAs to increase our engagement in IRP planning and development.

CPA has also joined with five other CCAs—East Bay Community Energy, Monterey Bay Community Power, Peninsula Clean Energy, San Jose Clean Energy and Silicon Valley Clean Energy—in issuing a joint Request for Proposals (RFP) seeking technical consulting services to create an overarching IRP format that each CCA will then use to create individual plans. The common format approach is one way that CPA and other CCAs are proactively responding to the IRP's elevated role in the statewide regulatory landscape. CPA's Energy Committee will participate in the process of developing CPA's 2020 IRP.

Staff Report – Agenda Item 7

To: Clean Power Alliance (CPA) Board of Directors

From: Matthew Langer, Chief Operating Officer

Approved By: Ted Bardacke, Executive Director

Subject: Adopt Resolution No. 19-09-014 to Approve 2019 Rates for Phase 1 & 2 Non-Residential Customers, Resolution No. 19-09-015 to Approve 2019 Rates for Phase 4 Non-Residential Customers, and Resolution No. 19-09-016 to Approve 2019 Rates for Phase 3 Residential Customers

Date: September 5 , 2019

RECOMMENDATIONS

1. Adopt Resolution No. 19-09-014 (Attachment 1) to approve adjusted 2019 rates for Phases 1 & 2 non-residential customers;
2. Adopt Resolution No. 19-09-015 (Attachment 2) to approve adjusted rates for Phase 4 non-residential customers; and
3. Adopt Resolution No. 19-09-016 (Attachment 3) to approve adjusted 2019 rates for Phase 3 residential customers.

BACKGROUND

During CPA's first major enrollment year, the organization experienced several SCE rate changes, a major structural change to time-of-use periods, the restructuring of the Power Charge Indifference Adjustment (PCIA) and a special PCIA increase to account for SCE's \$825 million undercollection in 2018¹. CPA mechanically followed each of these rate changes and has kept intact both its three approved bill comparison ranges with SCE for

¹ SCE's conduct during the undercollection process is now subject to a penalty phase at the CPUC. CPA Executive Director Ted Bardacke has provided sworn statements in the penalty phase.

over 99% of its customers and the environmental commitments embodied in its three rate offerings.

On June 6, 2019, the Board approved Resolution No. 19-06-010 to adopt updated 2019 rates for non-residential customers (Phases 1 & 2), Resolution No. 19-06-011 to adopt updated 2019 rates for non-residential customers (Phase 4), and Resolution No. 19-06-012 to adopt updated 2019 rates for residential customers (Phase 3), maintaining Board approved bill comparisons for most of CPA's customers. Those rate changes were made so that CPA could cover its costs and meet its financial commitments while continuing to adhere to the approved bill comparison levels after SCE's June 1 generation rate increase, which implemented the 2019 Energy Resource Recovery Account (ERRA) rate changes.²

In the last week of July, SCE implemented another rate change, its fifth in seven months. This rate change caused SCE delivery rates and generation rates to go back down, leading to a rate reduction of between 3% and 4% for both CPA and SCE customers. Overall rates for both CPA and SCE customers are now very close to what they were back in January.

SCE's July 26 rate change caused the PCIA to go down by more than the SCE generation rate, resulting in average CPA customer bills being slightly below the bill comparisons approved by the Board in January, March, April and June. CPA customers received an automatic rate reduction of approximately 4.2% for average domestic customers and 3.8% for typical business customers. Bundled SCE customers received a smaller bill reduction of 3.4% and 3.2% respectively compared to June 1. Over the course of the past six weeks, CPA customers have been enjoying this higher than expected rate savings compared to SCE. During this interlude, staff has conducted a thorough analysis of the customer and financial impacts of the change, as well as evaluated the impact of various options in order to develop a recommended approach.

² This standard ERRA rate change normally takes place in January of each year.

RATE PROPOSAL

Staff is recommending a small CPA generation rate adjustment (between one and two tenths of a cent per kwh) such that the decrease in customer bills is basically the same for both CPA and SCE customers, and to maintain the same rate comparisons that were adopted by the Board in June (1% discount for Lean Power, parity for Clean Power, and 9% premium for 100% Green Power). This adjustment would increase CPA revenue by approximately \$4.7 million over the next four months, when SCE is expected to change rates again. This additional short-term revenue would provide a much-needed cushion to absorb load uncertainty and lower CPA risk in the view of energy suppliers and creditors. This additional revenue would also provide protection against the possibility of an SCE rate reduction and/or PCIA increase in early 2020.

Under this scenario, the average residential customer bill would go down by \$3.75/month and the typical commercial customer bill would decrease by \$5.81/month compared to June 1 rates. In percentage terms, bill comparisons with SCE would remain the same as they were on June 1.

Staff is recommending implementing these rates effective as of September 9, 2019. The Executive Committee reviewed this proposal during August and supported bringing it to the full Board for consideration.

Subset Customers

Staff is not recommending any rate adjustments for subset customers at this time. These rates were approved by the Board in June, adding an additional rate adjustment for a small subset of large energy users³. As previously communicated with the Board, absent corrective action to these rates, CPA's residential and small business customers would have been subsidizing these large energy users at an unsustainable level, and CPA would experience a revenue shortfall. Taking no new action on the subset customers

³ Rates impacted are TOU-8, TOU-GS-3, TOU-PA-2, TOU-PA-3, and rates for street/area lighting.

would reduce the cost impact on these customers of the June 1 rate increase due to their new lower PCIA, while still allowing CPA to recover the costs to serve them.

Bifurcation due to ERRA Trigger

On January 31, the CPUC approved SCE's request to recover part of its costs related to its \$825 million 2018 undercollection from departing CPA customers through the PCIA. This retroactive cost recovery is known as the "trigger." Implementation of the trigger by SCE resulted in a one-year increase to the PCIA for customers who enrolled in 2019. Phase 1 and 2 customers, because they enrolled in 2018, are charged a lower PCIA by SCE than Phase 4 customers. This difference is accounted for in CPA's rates so that all customers on the same rate schedule pay the same net rate after taking into account the PCIA. CPA expects to continue to "bifurcate" its commercial rates until the trigger goes away (currently expected in April 2020), which is the reason for separate Resolutions adopting rates for Phase 1 and 2 customers and Phase 4 customers.

Future Rate Changes

CPA anticipates additional rate changes by SCE in January and April 2020. As with the current rate change, staff intends to analyze the impacts and bring recommendations for the Board to consider, rather than attempting to immediately follow SCE rate changes on short notice as occurred several times during 2019. This means for the rate change SCE is expected to implement in January 2020, staff will bring an analysis of the change along with any proposed CPA rates changes to the Board at its February 2020 meeting. After getting through the two upcoming known SCE rate changes in 2020, CPA's goal for future years is to set rates just once per year.

- Attachments:**
- 1) Resolution 19-09-014
 - 2) Resolution 19-09-015
 - 3) Resolution 19-09-016
 - 4) Presentation on Rates

RESOLUTION NO. 19-09-014**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CLEAN POWER ALLIANCE OF SOUTHERN CALIFORNIA
TO APPROVE 2019 ADJUSTED RATES FOR PHASES 1 & 2 FOR NON-
RESIDENTIAL CUSTOMERS****THE BOARD OF DIRECTORS OF THE CLEAN POWER ALLIANCE OF SOUTHERN
CALIFORNIA DOES HEREBY FIND, RESOLVE, AND ORDER AS FOLLOWS:**

WHEREAS, the Clean Power Alliance of Southern California (formerly known as Los Angeles Community Choice Energy Authority) ("Clean Power Alliance" or "CPA") was formed on June 27, 2017; and

WHEREAS, the CPA Board of Directors directed staff to procure power supply to provide three energy products (36% renewable, 50% renewable, and 100% renewable) and maximize non-emitting energy resources for the non-renewable portions of the portfolio; and

WHEREAS, the CPA Board of Directors also sought to set rates that are lower or competitive with those offered by Southern California Edison (SCE) for similar products and provide price stability; and

WHEREAS, SCE is implementing rate changes requiring adjustments by CPA to realign with previously approved bill comparisons for Phase 1 & 2 rate schedules for non-residential customers; and

WHEREAS, SCE rate changes are effective as of July 26, 2019.

**NOW THEREFORE, BE IT DETERMINED, ORDERED, AND RESOLVED,
BY THE BOARD OF DIRECTORS OF THE CLEAN POWER ALLIANCE OF
SOUTHERN CALIFORNIA THAT:**

1. The proposed Phases 1 & 2 rate schedules as presented in Attachment 1 are hereby approved effective as of September 9, 2019.

APPROVED AND ADOPTED this ____ day of _____ 2019.

Chair

ATTEST:

Secretary

Clean Power Alliance
2019 Phase 1 and 2 Non-residential Rate Schedules
Attachment 1 to Resolution 19-09-014

CPA Rate	PCIA VINTAGE	TYPE	SEASON	TOU PERIOD	LEAN	CLEAN	100% GREEN
AL-2-F	2017	Energy	All_Year	Total	\$ 0.03928	\$ 0.04025	\$ 0.04849
AL-2-GF	2017	Energy	Summer	Off-Peak	\$ 0.03928	\$ 0.04025	\$ 0.04849
AL-2-GF	2017	Energy	Summer	On-Peak	\$ 0.12026	\$ 0.12292	\$ 0.14556
AL-2-GF	2017	Energy	Winter	Off-Peak	\$ 0.03928	\$ 0.04025	\$ 0.04849
AL-2-GF	2017	Energy	Winter	On-Peak	\$ 0.07163	\$ 0.07329	\$ 0.08742
LS-1	2017	Energy	All_Year	Total	\$ 0.03878	\$ 0.03974	\$ 0.04790
LS-3	2017	Energy	All_Year	Total	\$ 0.03928	\$ 0.04025	\$ 0.04849
TC-1	2017	Energy	All_Year	Total	\$ 0.06225	\$ 0.06371	\$ 0.07605
TOU-8-PRI-B	2017	Energy	Summer	Off-Peak	\$ 0.03963	\$ 0.04062	\$ 0.04901
TOU-8-PRI-B	2017	Energy	Summer	Mid-peak	\$ 0.04109	\$ 0.04210	\$ 0.05075
TOU-8-PRI-B	2017	Energy	Summer	On-Peak	\$ 0.04496	\$ 0.04606	\$ 0.05538
TOU-8-PRI-B	2017	Energy	Winter	Off-Peak	\$ 0.03330	\$ 0.03416	\$ 0.04144
TOU-8-PRI-B	2017	Energy	Winter	Mid-peak	\$ 0.06084	\$ 0.06227	\$ 0.07437
TOU-8-PRI-B	2017	Demand	Summer	Mid-peak	\$ 5.02	\$ 5.12	\$ 6.00
TOU-8-PRI-B	2017	Demand	Summer	On-Peak	\$ 16.08	\$ 16.41	\$ 19.22
TOU-8-PRI-D	2017	Energy	Summer	Off-Peak	\$ 0.03468	\$ 0.03557	\$ 0.04309
TOU-8-PRI-D	2017	Energy	Summer	Mid-peak	\$ 0.05907	\$ 0.06046	\$ 0.07225
TOU-8-PRI-D	2017	Energy	Summer	On-Peak	\$ 0.06660	\$ 0.06814	\$ 0.08126
TOU-8-PRI-D	2017	Energy	Winter	Off-Peak	\$ 0.03912	\$ 0.04009	\$ 0.04839
TOU-8-PRI-D	2017	Energy	Winter	Super Off-Peak	\$ 0.02210	\$ 0.02272	\$ 0.02804
TOU-8-PRI-D	2017	Energy	Winter	Mid-peak	\$ 0.04819	\$ 0.04936	\$ 0.05925
TOU-8-PRI-D	2017	Demand	Summer	On-Peak	\$ 21.67	\$ 22.12	\$ 25.91
TOU-8-PRI-D	2017	Demand	Winter	Mid-peak	\$ 4.58	\$ 4.68	\$ 5.48
TOU-8-PRI-E	2017	Energy	Summer	Off-Peak	\$ 0.03475	\$ 0.03563	\$ 0.04317
TOU-8-PRI-E	2017	Energy	Summer	Mid-peak	\$ 0.05914	\$ 0.06052	\$ 0.07233
TOU-8-PRI-E	2017	Energy	Summer	On-Peak	\$ 0.29473	\$ 0.30098	\$ 0.35404
TOU-8-PRI-E	2017	Energy	Winter	Off-Peak	\$ 0.03918	\$ 0.04016	\$ 0.04848
TOU-8-PRI-E	2017	Energy	Winter	Super Off-Peak	\$ 0.02217	\$ 0.02279	\$ 0.02813
TOU-8-PRI-E	2017	Energy	Winter	Mid-peak	\$ 0.08277	\$ 0.08464	\$ 0.10059
TOU-8-PRI-E	2017	Demand	Summer	On-Peak	\$ 4.00	\$ 4.08	\$ 4.78
TOU-8-PRI-E	2017	Demand	Winter	Mid-peak	\$ 1.00	\$ 1.02	\$ 1.20

Energy rates are shown in \$/kWh and demand rates are shown in \$/kW.

Clean Power Alliance
2019 Phase 1 and 2 Non-residential Rate Schedules
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TOU-8-PRI-R	2017 Energy	Summer	Off-Peak	\$	0.03963	\$	0.04062	\$	0.04901
TOU-8-PRI-R	2017 Energy	Summer	Mid-peak	\$	0.07908	\$	0.08088	\$	0.09618
TOU-8-PRI-R	2017 Energy	Summer	On-Peak	\$	0.21482	\$	0.21942	\$	0.25849
TOU-8-PRI-R	2017 Energy	Winter	Off-Peak	\$	0.03330	\$	0.03416	\$	0.04144
TOU-8-PRI-R	2017 Energy	Winter	Mid-peak	\$	0.06084	\$	0.06227	\$	0.07437
TOU-8-SEC-B	2017 Energy	Summer	Off-Peak	\$	0.04191	\$	0.04294	\$	0.05178
TOU-8-SEC-B	2017 Energy	Summer	Mid-peak	\$	0.04367	\$	0.04475	\$	0.05389
TOU-8-SEC-B	2017 Energy	Summer	On-Peak	\$	0.04751	\$	0.04866	\$	0.05847
TOU-8-SEC-B	2017 Energy	Winter	Off-Peak	\$	0.03460	\$	0.03548	\$	0.04304
TOU-8-SEC-B	2017 Energy	Winter	Mid-peak	\$	0.06093	\$	0.06237	\$	0.07453
TOU-8-SEC-B	2017 Demand	Summer	Mid-peak	\$	5.01	\$	5.11	\$	5.99
TOU-8-SEC-B	2017 Demand	Summer	On-Peak	\$	15.53	\$	15.85	\$	18.57
TOU-8-SEC-D	2017 Energy	Summer	Off-Peak	\$	0.03677	\$	0.03770	\$	0.04564
TOU-8-SEC-D	2017 Energy	Summer	Mid-peak	\$	0.06266	\$	0.06413	\$	0.07660
TOU-8-SEC-D	2017 Energy	Summer	On-Peak	\$	0.07063	\$	0.07226	\$	0.08613
TOU-8-SEC-D	2017 Energy	Winter	Off-Peak	\$	0.04142	\$	0.04245	\$	0.05120
TOU-8-SEC-D	2017 Energy	Winter	Super Off-Peak	\$	0.02349	\$	0.02415	\$	0.02976
TOU-8-SEC-D	2017 Energy	Winter	Mid-peak	\$	0.05098	\$	0.05221	\$	0.06263
TOU-8-SEC-D	2017 Demand	Summer	On-Peak	\$	21.92	\$	22.37	\$	26.21
TOU-8-SEC-D	2017 Demand	Winter	Mid-peak	\$	4.28	\$	4.37	\$	5.12
TOU-8-SEC-E	2017 Energy	Summer	Off-Peak	\$	0.03684	\$	0.03777	\$	0.04572
TOU-8-SEC-E	2017 Energy	Summer	Mid-peak	\$	0.06273	\$	0.06420	\$	0.07668
TOU-8-SEC-E	2017 Energy	Summer	On-Peak	\$	0.30258	\$	0.30899	\$	0.36347
TOU-8-SEC-E	2017 Energy	Winter	Off-Peak	\$	0.04149	\$	0.04252	\$	0.05128
TOU-8-SEC-E	2017 Energy	Winter	Super Off-Peak	\$	0.02356	\$	0.02422	\$	0.02984
TOU-8-SEC-E	2017 Energy	Winter	Mid-peak	\$	0.08722	\$	0.08919	\$	0.10595
TOU-8-SEC-E	2017 Demand	Summer	On-Peak	\$	4.81	\$	4.90	\$	5.75
TOU-8-SEC-E	2017 Demand	Winter	Mid-peak	\$	0.90	\$	0.92	\$	1.08
TOU-8-SEC-R	2017 Energy	Summer	Off-Peak	\$	0.04191	\$	0.04294	\$	0.05178
TOU-8-SEC-R	2017 Energy	Summer	Mid-peak	\$	0.08391	\$	0.08582	\$	0.10201
TOU-8-SEC-R	2017 Energy	Summer	On-Peak	\$	0.21573	\$	0.22035	\$	0.25962
TOU-8-SEC-R	2017 Energy	Winter	Off-Peak	\$	0.03460	\$	0.03548	\$	0.04304
TOU-8-SEC-R	2017 Energy	Winter	Mid-peak	\$	0.06093	\$	0.06237	\$	0.07453

Energy rates are shown in \$/kWh and demand rates are shown in \$/kW.

Clean Power Alliance
2019 Phase 1 and 2 Non-residential Rate Schedules
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TOU-8-SUB-B	2017 Energy	Summer	Off-Peak	\$	0.03769	\$	0.03863	\$	0.04660
TOU-8-SUB-B	2017 Energy	Summer	Mid-peak	\$	0.03892	\$	0.03988	\$	0.04806
TOU-8-SUB-B	2017 Energy	Summer	On-Peak	\$	0.04275	\$	0.04379	\$	0.05265
TOU-8-SUB-B	2017 Energy	Winter	Off-Peak	\$	0.03254	\$	0.03337	\$	0.04044
TOU-8-SUB-B	2017 Energy	Winter	Mid-peak	\$	0.06068	\$	0.06209	\$	0.07409
TOU-8-SUB-B	2017 Demand	Summer	Mid-peak	\$	5.07	\$	5.17	\$	6.06
TOU-8-SUB-B	2017 Demand	Summer	On-Peak	\$	15.73	\$	16.05	\$	18.81
TOU-8-SUB-D	2017 Energy	Summer	Off-Peak	\$	0.03342	\$	0.03427	\$	0.04149
TOU-8-SUB-D	2017 Energy	Summer	Mid-peak	\$	0.05488	\$	0.05617	\$	0.06715
TOU-8-SUB-D	2017 Energy	Summer	On-Peak	\$	0.06178	\$	0.06321	\$	0.07540
TOU-8-SUB-D	2017 Energy	Winter	Off-Peak	\$	0.03789	\$	0.03883	\$	0.04683
TOU-8-SUB-D	2017 Energy	Winter	Super Off-Peak	\$	0.02141	\$	0.02201	\$	0.02713
TOU-8-SUB-D	2017 Energy	Winter	Mid-peak	\$	0.04642	\$	0.04754	\$	0.05704
TOU-8-SUB-D	2017 Demand	Summer	On-Peak	\$	21.21	\$	21.65	\$	25.36
TOU-8-SUB-D	2017 Demand	Winter	Mid-peak	\$	5.27	\$	5.38	\$	6.30
TOU-8-SUB-E	2017 Energy	Summer	Off-Peak	\$	0.03349	\$	0.03434	\$	0.04157
TOU-8-SUB-E	2017 Energy	Summer	Mid-peak	\$	0.05495	\$	0.05624	\$	0.06723
TOU-8-SUB-E	2017 Energy	Summer	On-Peak	\$	0.29517	\$	0.30142	\$	0.35447
TOU-8-SUB-E	2017 Energy	Winter	Off-Peak	\$	0.03796	\$	0.03890	\$	0.04691
TOU-8-SUB-E	2017 Energy	Winter	Super Off-Peak	\$	0.02148	\$	0.02208	\$	0.02721
TOU-8-SUB-E	2017 Energy	Winter	Mid-peak	\$	0.08683	\$	0.08878	\$	0.10535
TOU-8-SUB-E	2017 Demand	Summer	On-Peak	\$	1.48	\$	1.51	\$	1.76
TOU-8-SUB-E	2017 Demand	Winter	Mid-peak	\$	0.31	\$	0.32	\$	0.37
TOU-8-SUB-R	2017 Energy	Summer	Off-Peak	\$	0.03769	\$	0.03863	\$	0.04660
TOU-8-SUB-R	2017 Energy	Summer	Mid-peak	\$	0.07293	\$	0.07459	\$	0.08873
TOU-8-SUB-R	2017 Energy	Summer	On-Peak	\$	0.19893	\$	0.20319	\$	0.23940
TOU-8-SUB-R	2017 Energy	Winter	Off-Peak	\$	0.03254	\$	0.03337	\$	0.04044
TOU-8-SUB-R	2017 Energy	Winter	Mid-peak	\$	0.06068	\$	0.06209	\$	0.07409

Energy rates are shown in \$/kWh and demand rates are shown in \$/kW.

Clean Power Alliance
2019 Phase 1 and 2 Non-residential Rate Schedules
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TOU-EV-7	2017 Energy	Summer	Off-Peak	\$	0.07773	\$	0.07951	\$	0.09471
TOU-EV-7	2017 Energy	Summer	Mid-peak	\$	0.11369	\$	0.11621	\$	0.13770
TOU-EV-7	2017 Energy	Summer	On-Peak	\$	0.22149	\$	0.22624	\$	0.26661
TOU-EV-7	2017 Energy	Winter	Off-Peak	\$	0.06999	\$	0.07162	\$	0.08545
TOU-EV-7	2017 Energy	Winter	Super Off-Peak	\$	0.03472	\$	0.03562	\$	0.04328
TOU-EV-7	2017 Energy	Winter	Mid-peak	\$	0.13295	\$	0.13587	\$	0.16074
TOU-EV-8	2017 Energy	Summer	Off-Peak	\$	0.05629	\$	0.05764	\$	0.06911
TOU-EV-8	2017 Energy	Summer	Mid-peak	\$	0.07303	\$	0.07473	\$	0.08912
TOU-EV-8	2017 Energy	Summer	On-Peak	\$	0.30265	\$	0.30907	\$	0.36368
TOU-EV-8	2017 Energy	Winter	Off-Peak	\$	0.06574	\$	0.06728	\$	0.08040
TOU-EV-8	2017 Energy	Winter	Super Off-Peak	\$	0.02862	\$	0.02939	\$	0.03601
TOU-EV-8	2017 Energy	Winter	Mid-peak	\$	0.11251	\$	0.11501	\$	0.13632
TOU-EV-PRI-9	2017 Energy	Summer	Off-Peak	\$	0.04358	\$	0.04465	\$	0.05373
TOU-EV-PRI-9	2017 Energy	Summer	Mid-peak	\$	0.05914	\$	0.06052	\$	0.07233
TOU-EV-PRI-9	2017 Energy	Summer	On-Peak	\$	0.25768	\$	0.26316	\$	0.30973
TOU-EV-PRI-9	2017 Energy	Winter	Off-Peak	\$	0.04808	\$	0.04924	\$	0.05911
TOU-EV-PRI-9	2017 Energy	Winter	Super Off-Peak	\$	0.02217	\$	0.02279	\$	0.02813
TOU-EV-PRI-9	2017 Energy	Winter	Mid-peak	\$	0.09238	\$	0.09445	\$	0.11208
TOU-EV-SEC-9	2017 Energy	Summer	Off-Peak	\$	0.04671	\$	0.04785	\$	0.05752
TOU-EV-SEC-9	2017 Energy	Summer	Mid-peak	\$	0.06273	\$	0.06420	\$	0.07668
TOU-EV-SEC-9	2017 Energy	Summer	On-Peak	\$	0.27367	\$	0.27948	\$	0.32890
TOU-EV-SEC-9	2017 Energy	Winter	Off-Peak	\$	0.05227	\$	0.05353	\$	0.06417
TOU-EV-SEC-9	2017 Energy	Winter	Super Off-Peak	\$	0.02356	\$	0.02422	\$	0.02984
TOU-EV-SEC-9	2017 Energy	Winter	Mid-peak	\$	0.09685	\$	0.09902	\$	0.11747
TOU-EV-SUB-9	2017 Energy	Summer	Off-Peak	\$	0.04086	\$	0.04186	\$	0.05039
TOU-EV-SUB-9	2017 Energy	Summer	Mid-peak	\$	0.05495	\$	0.05624	\$	0.06723
TOU-EV-SUB-9	2017 Energy	Summer	On-Peak	\$	0.23252	\$	0.23747	\$	0.27955
TOU-EV-SUB-9	2017 Energy	Winter	Off-Peak	\$	0.04448	\$	0.04556	\$	0.05472
TOU-EV-SUB-9	2017 Energy	Winter	Super Off-Peak	\$	0.02148	\$	0.02208	\$	0.02721
TOU-EV-SUB-9	2017 Energy	Winter	Mid-peak	\$	0.08935	\$	0.09135	\$	0.10837

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TOU-GS-1-A	2017 Energy	Summer	Off-Peak	\$	0.10733	\$	0.10972	\$	0.13010
TOU-GS-1-A	2017 Energy	Summer	Mid-peak	\$	0.11216	\$	0.11466	\$	0.13588
TOU-GS-1-A	2017 Energy	Summer	On-Peak	\$	0.12026	\$	0.12292	\$	0.14556
TOU-GS-1-A	2017 Energy	Winter	Off-Peak	\$	0.06356	\$	0.06506	\$	0.07777
TOU-GS-1-A	2017 Energy	Winter	Mid-peak	\$	0.07163	\$	0.07329	\$	0.08742
TOU-GS-1-B	2017 Energy	Summer	Off-Peak	\$	0.05135	\$	0.05259	\$	0.06317
TOU-GS-1-B	2017 Energy	Summer	Mid-peak	\$	0.05385	\$	0.05515	\$	0.06616
TOU-GS-1-B	2017 Energy	Summer	On-Peak	\$	0.05806	\$	0.05944	\$	0.07119
TOU-GS-1-B	2017 Energy	Winter	Off-Peak	\$	0.06356	\$	0.06506	\$	0.07777
TOU-GS-1-B	2017 Energy	Winter	Mid-peak	\$	0.07163	\$	0.07329	\$	0.08742
TOU-GS-1-B	2017 Demand	Summer	Mid-peak	\$	3.39	\$	3.46	\$	4.05
TOU-GS-1-B	2017 Demand	Summer	On-Peak	\$	10.64	\$	10.86	\$	12.72
TOU-GS-1-D	2017 Energy	Summer	Off-Peak	\$	0.04542	\$	0.04654	\$	0.05607
TOU-GS-1-D	2017 Energy	Summer	Mid-peak	\$	0.07474	\$	0.07646	\$	0.09113
TOU-GS-1-D	2017 Energy	Summer	On-Peak	\$	0.08340	\$	0.08531	\$	0.10150
TOU-GS-1-D	2017 Energy	Winter	Off-Peak	\$	0.05329	\$	0.05457	\$	0.06549
TOU-GS-1-D	2017 Energy	Winter	Super Off-Peak	\$	0.03790	\$	0.03887	\$	0.04709
TOU-GS-1-D	2017 Energy	Winter	Mid-peak	\$	0.07816	\$	0.07996	\$	0.09523
TOU-GS-1-D	2017 Demand	Summer	On-Peak	\$	14.31	\$	14.61	\$	17.11
TOU-GS-1-D	2017 Demand	Winter	Mid-peak	\$	3.32	\$	3.39	\$	3.97
TOU-GS-1-E	2017 Energy	Summer	Off-Peak	\$	0.06872	\$	0.07032	\$	0.08393
TOU-GS-1-E	2017 Energy	Summer	Mid-peak	\$	0.11362	\$	0.11614	\$	0.13762
TOU-GS-1-E	2017 Energy	Summer	On-Peak	\$	0.29827	\$	0.30460	\$	0.35841
TOU-GS-1-E	2017 Energy	Winter	Off-Peak	\$	0.05913	\$	0.06054	\$	0.07248
TOU-GS-1-E	2017 Energy	Winter	Super Off-Peak	\$	0.03465	\$	0.03555	\$	0.04320
TOU-GS-1-E	2017 Energy	Winter	Mid-peak	\$	0.13288	\$	0.13580	\$	0.16065
TOU-GS-1-ES	2017 Energy	Summer	Off-Peak	\$	0.04970	\$	0.05091	\$	0.06119
TOU-GS-1-ES	2017 Energy	Summer	Mid-peak	\$	0.12851	\$	0.13134	\$	0.15543
TOU-GS-1-ES	2017 Energy	Summer	On-Peak	\$	0.41482	\$	0.42355	\$	0.49777
TOU-GS-1-ES	2017 Energy	Winter	Off-Peak	\$	0.05545	\$	0.05678	\$	0.06808
TOU-GS-1-ES	2017 Energy	Winter	Super Off-Peak	\$	0.03229	\$	0.03314	\$	0.04038
TOU-GS-1-ES	2017 Energy	Winter	Mid-peak	\$	0.12524	\$	0.12801	\$	0.15152

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TOU-GS-1-PRI-A	2017 Energy	Summer	Off-Peak	\$	0.10604	\$	0.10841	\$	0.12856
TOU-GS-1-PRI-A	2017 Energy	Summer	Mid-peak	\$	0.11087	\$	0.11334	\$	0.13434
TOU-GS-1-PRI-A	2017 Energy	Summer	On-Peak	\$	0.11897	\$	0.12160	\$	0.14402
TOU-GS-1-PRI-A	2017 Energy	Winter	Off-Peak	\$	0.06227	\$	0.06374	\$	0.07622
TOU-GS-1-PRI-A	2017 Energy	Winter	Mid-peak	\$	0.07034	\$	0.07197	\$	0.08587
TOU-GS-1-PRI-B	2017 Energy	Summer	Off-Peak	\$	0.05052	\$	0.05175	\$	0.06218
TOU-GS-1-PRI-B	2017 Energy	Summer	Mid-peak	\$	0.05303	\$	0.05431	\$	0.06517
TOU-GS-1-PRI-B	2017 Energy	Summer	On-Peak	\$	0.05723	\$	0.05860	\$	0.07020
TOU-GS-1-PRI-B	2017 Energy	Winter	Off-Peak	\$	0.06274	\$	0.06421	\$	0.07678
TOU-GS-1-PRI-B	2017 Energy	Winter	Mid-peak	\$	0.07080	\$	0.07245	\$	0.08643
TOU-GS-1-PRI-B	2017 Demand	Summer	Mid-peak	\$	3.24	\$	3.31	\$	3.88
TOU-GS-1-PRI-B	2017 Demand	Summer	On-Peak	\$	10.49	\$	10.71	\$	12.55
TOU-GS-1-PRI-D	2017 Energy	Summer	Off-Peak	\$	0.04459	\$	0.04569	\$	0.05509
TOU-GS-1-PRI-D	2017 Energy	Summer	Mid-peak	\$	0.07391	\$	0.07562	\$	0.09014
TOU-GS-1-PRI-D	2017 Energy	Summer	On-Peak	\$	0.08258	\$	0.08447	\$	0.10051
TOU-GS-1-PRI-D	2017 Energy	Winter	Off-Peak	\$	0.05246	\$	0.05373	\$	0.06450
TOU-GS-1-PRI-D	2017 Energy	Winter	Super Off-Peak	\$	0.03708	\$	0.03803	\$	0.04610
TOU-GS-1-PRI-D	2017 Energy	Winter	Mid-peak	\$	0.07734	\$	0.07912	\$	0.09424
TOU-GS-1-PRI-D	2017 Demand	Summer	On-Peak	\$	14.20	\$	14.50	\$	16.98
TOU-GS-1-PRI-D	2017 Demand	Winter	Mid-peak	\$	3.21	\$	3.28	\$	3.84
TOU-GS-1-PRI-E	2017 Energy	Summer	Off-Peak	\$	0.06742	\$	0.06900	\$	0.08239
TOU-GS-1-PRI-E	2017 Energy	Summer	Mid-peak	\$	0.11233	\$	0.11483	\$	0.13608
TOU-GS-1-PRI-E	2017 Energy	Summer	On-Peak	\$	0.29697	\$	0.30328	\$	0.35686
TOU-GS-1-PRI-E	2017 Energy	Winter	Off-Peak	\$	0.05784	\$	0.05922	\$	0.07093
TOU-GS-1-PRI-E	2017 Energy	Winter	Super Off-Peak	\$	0.03336	\$	0.03423	\$	0.04165
TOU-GS-1-PRI-E	2017 Energy	Winter	Mid-peak	\$	0.13159	\$	0.13449	\$	0.15911
TOU-GS-1-PRI-ES	2017 Energy	Summer	Off-Peak	\$	0.04841	\$	0.04959	\$	0.05965
TOU-GS-1-PRI-ES	2017 Energy	Summer	Mid-peak	\$	0.12722	\$	0.13003	\$	0.15389
TOU-GS-1-PRI-ES	2017 Energy	Summer	On-Peak	\$	0.41353	\$	0.42223	\$	0.49622
TOU-GS-1-PRI-ES	2017 Energy	Winter	Off-Peak	\$	0.05416	\$	0.05546	\$	0.06653
TOU-GS-1-PRI-ES	2017 Energy	Winter	Super Off-Peak	\$	0.03100	\$	0.03182	\$	0.03883
TOU-GS-1-PRI-ES	2017 Energy	Winter	Mid-peak	\$	0.12395	\$	0.12669	\$	0.14997

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TOU-GS-1-SUB-A	2017 Energy	Summer	Off-Peak	\$	0.10447	\$	0.10681	\$	0.12669
TOU-GS-1-SUB-A	2017 Energy	Summer	Mid-peak	\$	0.10931	\$	0.11175	\$	0.13247
TOU-GS-1-SUB-A	2017 Energy	Summer	On-Peak	\$	0.11740	\$	0.12001	\$	0.14215
TOU-GS-1-SUB-A	2017 Energy	Winter	Off-Peak	\$	0.06071	\$	0.06214	\$	0.07436
TOU-GS-1-SUB-A	2017 Energy	Winter	Mid-peak	\$	0.06877	\$	0.07038	\$	0.08400
TOU-GS-1-SUB-B	2017 Energy	Summer	Off-Peak	\$	0.04978	\$	0.05100	\$	0.06130
TOU-GS-1-SUB-B	2017 Energy	Summer	Mid-peak	\$	0.05229	\$	0.05355	\$	0.06429
TOU-GS-1-SUB-B	2017 Energy	Summer	On-Peak	\$	0.05649	\$	0.05784	\$	0.06932
TOU-GS-1-SUB-B	2017 Energy	Winter	Off-Peak	\$	0.06200	\$	0.06346	\$	0.07590
TOU-GS-1-SUB-B	2017 Energy	Winter	Mid-peak	\$	0.07007	\$	0.07169	\$	0.08555
TOU-GS-1-SUB-B	2017 Demand	Summer	Mid-peak	\$	2.98	\$	3.04	\$	3.56
TOU-GS-1-SUB-B	2017 Demand	Summer	On-Peak	\$	10.23	\$	10.44	\$	12.24
TOU-GS-1-SUB-D	2017 Energy	Summer	Off-Peak	\$	0.04385	\$	0.04494	\$	0.05420
TOU-GS-1-SUB-D	2017 Energy	Summer	Mid-peak	\$	0.07317	\$	0.07487	\$	0.08926
TOU-GS-1-SUB-D	2017 Energy	Summer	On-Peak	\$	0.08184	\$	0.08371	\$	0.09963
TOU-GS-1-SUB-D	2017 Energy	Winter	Off-Peak	\$	0.05173	\$	0.05298	\$	0.06362
TOU-GS-1-SUB-D	2017 Energy	Winter	Super Off-Peak	\$	0.03634	\$	0.03727	\$	0.04522
TOU-GS-1-SUB-D	2017 Energy	Winter	Mid-peak	\$	0.07660	\$	0.07836	\$	0.09336
TOU-GS-1-SUB-D	2017 Demand	Summer	On-Peak	\$	14.00	\$	14.29	\$	16.74
TOU-GS-1-SUB-D	2017 Demand	Winter	Mid-peak	\$	3.01	\$	3.07	\$	3.60
TOU-GS-1-SUB-E	2017 Energy	Summer	Off-Peak	\$	0.06586	\$	0.06740	\$	0.08052
TOU-GS-1-SUB-E	2017 Energy	Summer	Mid-peak	\$	0.11076	\$	0.11323	\$	0.13421
TOU-GS-1-SUB-E	2017 Energy	Summer	On-Peak	\$	0.29541	\$	0.30168	\$	0.35499
TOU-GS-1-SUB-E	2017 Energy	Winter	Off-Peak	\$	0.05628	\$	0.05762	\$	0.06906
TOU-GS-1-SUB-E	2017 Energy	Winter	Super Off-Peak	\$	0.03179	\$	0.03264	\$	0.03979
TOU-GS-1-SUB-E	2017 Energy	Winter	Mid-peak	\$	0.13003	\$	0.13289	\$	0.15724
TOU-GS-2-B	2017 Energy	Summer	Off-Peak	\$	0.05019	\$	0.05141	\$	0.06181
TOU-GS-2-B	2017 Energy	Summer	Mid-peak	\$	0.05265	\$	0.05393	\$	0.06476
TOU-GS-2-B	2017 Energy	Summer	On-Peak	\$	0.05679	\$	0.05815	\$	0.06970
TOU-GS-2-B	2017 Energy	Winter	Off-Peak	\$	0.04091	\$	0.04194	\$	0.05071
TOU-GS-2-B	2017 Energy	Winter	Mid-peak	\$	0.07091	\$	0.07256	\$	0.08658
TOU-GS-2-B	2017 Demand	Summer	Mid-peak	\$	4.50	\$	4.59	\$	5.37
TOU-GS-2-B	2017 Demand	Summer	On-Peak	\$	13.53	\$	13.81	\$	16.18

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TOU-GS-2-D	2017 Energy	Summer	Off-Peak	\$	0.04422	\$	0.04532	\$	0.05467
TOU-GS-2-D	2017 Energy	Summer	Mid-peak	\$	0.07296	\$	0.07466	\$	0.08904
TOU-GS-2-D	2017 Energy	Summer	On-Peak	\$	0.08216	\$	0.08404	\$	0.10003
TOU-GS-2-D	2017 Energy	Winter	Off-Peak	\$	0.04970	\$	0.05092	\$	0.06123
TOU-GS-2-D	2017 Energy	Winter	Super Off-Peak	\$	0.02855	\$	0.02932	\$	0.03593
TOU-GS-2-D	2017 Energy	Winter	Mid-peak	\$	0.06097	\$	0.06242	\$	0.07471
TOU-GS-2-D	2017 Demand	Summer	On-Peak	\$	19.27	\$	19.67	\$	23.04
TOU-GS-2-D	2017 Demand	Winter	Mid-peak	\$	3.90	\$	3.98	\$	4.67
TOU-GS-2-E	2017 Energy	Summer	Off-Peak	\$	0.04428	\$	0.04539	\$	0.05475
TOU-GS-2-E	2017 Energy	Summer	Mid-peak	\$	0.07303	\$	0.07473	\$	0.08912
TOU-GS-2-E	2017 Energy	Summer	On-Peak	\$	0.33545	\$	0.34255	\$	0.40290
TOU-GS-2-E	2017 Energy	Winter	Off-Peak	\$	0.04977	\$	0.05098	\$	0.06131
TOU-GS-2-E	2017 Energy	Winter	Super Off-Peak	\$	0.02862	\$	0.02939	\$	0.03601
TOU-GS-2-E	2017 Energy	Winter	Mid-peak	\$	0.10168	\$	0.10397	\$	0.12338
TOU-GS-2-E	2017 Demand	Summer	On-Peak	\$	4.22	\$	4.31	\$	5.05
TOU-GS-2-E	2017 Demand	Winter	Mid-peak	\$	0.83	\$	0.84	\$	0.99
TOU-GS-2-PRI-B	2017 Energy	Summer	Off-Peak	\$	0.04932	\$	0.05053	\$	0.06077
TOU-GS-2-PRI-B	2017 Energy	Summer	Mid-peak	\$	0.05179	\$	0.05305	\$	0.06372
TOU-GS-2-PRI-B	2017 Energy	Summer	On-Peak	\$	0.05593	\$	0.05727	\$	0.06867
TOU-GS-2-PRI-B	2017 Energy	Winter	Off-Peak	\$	0.04004	\$	0.04106	\$	0.04968
TOU-GS-2-PRI-B	2017 Energy	Winter	Mid-peak	\$	0.07004	\$	0.07167	\$	0.08555
TOU-GS-2-PRI-B	2017 Demand	Summer	Mid-peak	\$	4.31	\$	4.40	\$	5.15
TOU-GS-2-PRI-B	2017 Demand	Summer	On-Peak	\$	13.35	\$	13.62	\$	15.96
TOU-GS-2-PRI-D	2017 Energy	Summer	Off-Peak	\$	0.04335	\$	0.04444	\$	0.05364
TOU-GS-2-PRI-D	2017 Energy	Summer	Mid-peak	\$	0.07210	\$	0.07377	\$	0.08801
TOU-GS-2-PRI-D	2017 Energy	Summer	On-Peak	\$	0.08129	\$	0.08316	\$	0.09900
TOU-GS-2-PRI-D	2017 Energy	Winter	Off-Peak	\$	0.04884	\$	0.05003	\$	0.06019
TOU-GS-2-PRI-D	2017 Energy	Winter	Super Off-Peak	\$	0.02768	\$	0.02844	\$	0.03490
TOU-GS-2-PRI-D	2017 Energy	Winter	Mid-peak	\$	0.06011	\$	0.06154	\$	0.07367
TOU-GS-2-PRI-D	2017 Demand	Summer	On-Peak	\$	19.13	\$	19.52	\$	22.87
TOU-GS-2-PRI-D	2017 Demand	Winter	Mid-peak	\$	3.76	\$	3.83	\$	4.49

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TOU-GS-2-PRI-E	2017 Energy	Summer	Off-Peak	\$	0.04308	\$	0.04416	\$	0.05331
TOU-GS-2-PRI-E	2017 Energy	Summer	Mid-peak	\$	0.07183	\$	0.07350	\$	0.08768
TOU-GS-2-PRI-E	2017 Energy	Summer	On-Peak	\$	0.33425	\$	0.34133	\$	0.40146
TOU-GS-2-PRI-E	2017 Energy	Winter	Off-Peak	\$	0.04857	\$	0.04976	\$	0.05987
TOU-GS-2-PRI-E	2017 Energy	Winter	Super Off-Peak	\$	0.02741	\$	0.02817	\$	0.03457
TOU-GS-2-PRI-E	2017 Energy	Winter	Mid-peak	\$	0.10048	\$	0.10274	\$	0.12194
TOU-GS-2-PRI-E	2017 Demand	Summer	On-Peak	\$	4.19	\$	4.28	\$	5.01
TOU-GS-2-PRI-E	2017 Demand	Winter	Mid-peak	\$	0.80	\$	0.81	\$	0.95
TOU-GS-2-PRI-R	2017 Energy	Summer	Off-Peak	\$	0.04889	\$	0.05008	\$	0.06025
TOU-GS-2-PRI-R	2017 Energy	Summer	Mid-peak	\$	0.09791	\$	0.10011	\$	0.11886
TOU-GS-2-PRI-R	2017 Energy	Summer	On-Peak	\$	0.22179	\$	0.22654	\$	0.26699
TOU-GS-2-PRI-R	2017 Energy	Winter	Off-Peak	\$	0.03961	\$	0.04061	\$	0.04915
TOU-GS-2-PRI-R	2017 Energy	Winter	Mid-peak	\$	0.06960	\$	0.07123	\$	0.08503
TOU-GS-2-R	2017 Energy	Summer	Off-Peak	\$	0.05019	\$	0.05141	\$	0.06181
TOU-GS-2-R	2017 Energy	Summer	Mid-peak	\$	0.09921	\$	0.10144	\$	0.12042
TOU-GS-2-R	2017 Energy	Summer	On-Peak	\$	0.22309	\$	0.22787	\$	0.26854
TOU-GS-2-R	2017 Energy	Winter	Off-Peak	\$	0.04091	\$	0.04194	\$	0.05071
TOU-GS-2-R	2017 Energy	Winter	Mid-peak	\$	0.07091	\$	0.07256	\$	0.08658
TOU-GS-2-SUB-B	2017 Energy	Summer	Off-Peak	\$	0.04827	\$	0.04946	\$	0.05952
TOU-GS-2-SUB-B	2017 Energy	Summer	Mid-peak	\$	0.05074	\$	0.05198	\$	0.06247
TOU-GS-2-SUB-B	2017 Energy	Summer	On-Peak	\$	0.05488	\$	0.05620	\$	0.06741
TOU-GS-2-SUB-B	2017 Energy	Winter	Off-Peak	\$	0.03899	\$	0.03999	\$	0.04842
TOU-GS-2-SUB-B	2017 Energy	Winter	Mid-peak	\$	0.06899	\$	0.07060	\$	0.08429
TOU-GS-2-SUB-B	2017 Demand	Summer	Mid-peak	\$	3.99	\$	4.07	\$	4.77
TOU-GS-2-SUB-B	2017 Demand	Summer	On-Peak	\$	13.03	\$	13.30	\$	15.58
TOU-GS-2-SUB-D	2017 Energy	Summer	Off-Peak	\$	0.04230	\$	0.04337	\$	0.05238
TOU-GS-2-SUB-D	2017 Energy	Summer	Mid-peak	\$	0.07105	\$	0.07270	\$	0.08675
TOU-GS-2-SUB-D	2017 Energy	Summer	On-Peak	\$	0.08025	\$	0.08209	\$	0.09775
TOU-GS-2-SUB-D	2017 Energy	Winter	Off-Peak	\$	0.04779	\$	0.04896	\$	0.05894
TOU-GS-2-SUB-D	2017 Energy	Winter	Super Off-Peak	\$	0.02663	\$	0.02737	\$	0.03365
TOU-GS-2-SUB-D	2017 Energy	Winter	Mid-peak	\$	0.05906	\$	0.06047	\$	0.07242
TOU-GS-2-SUB-D	2017 Demand	Summer	On-Peak	\$	18.86	\$	19.25	\$	22.56
TOU-GS-2-SUB-D	2017 Demand	Winter	Mid-peak	\$	3.50	\$	3.57	\$	4.18

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TOU-GS-3-B	2017 Energy	Summer	Off-Peak	\$	0.04745	\$	0.04861	\$	0.05845
TOU-GS-3-B	2017 Energy	Summer	Mid-peak	\$	0.04971	\$	0.05091	\$	0.06114
TOU-GS-3-B	2017 Energy	Summer	On-Peak	\$	0.05370	\$	0.05498	\$	0.06591
TOU-GS-3-B	2017 Energy	Winter	Off-Peak	\$	0.03910	\$	0.04009	\$	0.04847
TOU-GS-3-B	2017 Energy	Winter	Mid-peak	\$	0.06230	\$	0.06376	\$	0.07620
TOU-GS-3-B	2017 Demand	Summer	Mid-peak	\$	4.15	\$	4.23	\$	4.96
TOU-GS-3-B	2017 Demand	Summer	On-Peak	\$	12.47	\$	12.72	\$	14.91
TOU-GS-3-D	2017 Energy	Summer	Off-Peak	\$	0.04236	\$	0.04341	\$	0.05235
TOU-GS-3-D	2017 Energy	Summer	Mid-peak	\$	0.06898	\$	0.07058	\$	0.08418
TOU-GS-3-D	2017 Energy	Summer	On-Peak	\$	0.07768	\$	0.07946	\$	0.09459
TOU-GS-3-D	2017 Energy	Winter	Off-Peak	\$	0.04759	\$	0.04875	\$	0.05861
TOU-GS-3-D	2017 Energy	Winter	Super Off-Peak	\$	0.02739	\$	0.02813	\$	0.03445
TOU-GS-3-D	2017 Energy	Winter	Mid-peak	\$	0.05837	\$	0.05975	\$	0.07150
TOU-GS-3-D	2017 Demand	Summer	On-Peak	\$	18.67	\$	19.05	\$	22.32
TOU-GS-3-D	2017 Demand	Winter	Mid-peak	\$	3.40	\$	3.47	\$	4.06
TOU-GS-3-E	2017 Energy	Summer	Off-Peak	\$	0.04242	\$	0.04348	\$	0.05244
TOU-GS-3-E	2017 Energy	Summer	Mid-peak	\$	0.06905	\$	0.07065	\$	0.08427
TOU-GS-3-E	2017 Energy	Summer	On-Peak	\$	0.29990	\$	0.30625	\$	0.36029
TOU-GS-3-E	2017 Energy	Winter	Off-Peak	\$	0.04766	\$	0.04882	\$	0.05869
TOU-GS-3-E	2017 Energy	Winter	Super Off-Peak	\$	0.02745	\$	0.02820	\$	0.03454
TOU-GS-3-E	2017 Energy	Winter	Mid-peak	\$	0.09026	\$	0.09230	\$	0.10963
TOU-GS-3-E	2017 Demand	Summer	On-Peak	\$	4.10	\$	4.18	\$	4.90
TOU-GS-3-E	2017 Demand	Winter	Mid-peak	\$	0.72	\$	0.73	\$	0.86
TOU-GS-3-PRI-B	2017 Energy	Summer	Off-Peak	\$	0.04659	\$	0.04773	\$	0.05742
TOU-GS-3-PRI-B	2017 Energy	Summer	Mid-peak	\$	0.04884	\$	0.05003	\$	0.06011
TOU-GS-3-PRI-B	2017 Energy	Summer	On-Peak	\$	0.05283	\$	0.05410	\$	0.06488
TOU-GS-3-PRI-B	2017 Energy	Winter	Off-Peak	\$	0.03824	\$	0.03921	\$	0.04743
TOU-GS-3-PRI-B	2017 Energy	Winter	Mid-peak	\$	0.06143	\$	0.06288	\$	0.07517
TOU-GS-3-PRI-B	2017 Demand	Summer	Mid-peak	\$	3.97	\$	4.05	\$	4.75
TOU-GS-3-PRI-B	2017 Demand	Summer	On-Peak	\$	12.29	\$	12.54	\$	14.70

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TOU-GS-3-PRI-D	2017 Energy	Summer	Off-Peak	\$	0.04149	\$	0.04253	\$	0.05132
TOU-GS-3-PRI-D	2017 Energy	Summer	Mid-peak	\$	0.06811	\$	0.06970	\$	0.08315
TOU-GS-3-PRI-D	2017 Energy	Summer	On-Peak	\$	0.07681	\$	0.07857	\$	0.09355
TOU-GS-3-PRI-D	2017 Energy	Winter	Off-Peak	\$	0.04673	\$	0.04787	\$	0.05758
TOU-GS-3-PRI-D	2017 Energy	Winter	Super Off-Peak	\$	0.02652	\$	0.02725	\$	0.03342
TOU-GS-3-PRI-D	2017 Energy	Winter	Mid-peak	\$	0.05750	\$	0.05887	\$	0.07046
TOU-GS-3-PRI-D	2017 Demand	Summer	On-Peak	\$	18.52	\$	18.91	\$	22.15
TOU-GS-3-PRI-D	2017 Demand	Winter	Mid-peak	\$	3.25	\$	3.32	\$	3.89
TOU-GS-3-PRI-E	2017 Energy	Summer	Off-Peak	\$	0.04127	\$	0.04230	\$	0.05105
TOU-GS-3-PRI-E	2017 Energy	Summer	Mid-peak	\$	0.06789	\$	0.06947	\$	0.08288
TOU-GS-3-PRI-E	2017 Energy	Summer	On-Peak	\$	0.29874	\$	0.30507	\$	0.35891
TOU-GS-3-PRI-E	2017 Energy	Winter	Off-Peak	\$	0.04650	\$	0.04764	\$	0.05731
TOU-GS-3-PRI-E	2017 Energy	Winter	Super Off-Peak	\$	0.02630	\$	0.02702	\$	0.03315
TOU-GS-3-PRI-E	2017 Energy	Winter	Mid-peak	\$	0.08910	\$	0.09112	\$	0.10825
TOU-GS-3-PRI-E	2017 Demand	Summer	On-Peak	\$	4.07	\$	4.15	\$	4.86
TOU-GS-3-PRI-E	2017 Demand	Winter	Mid-peak	\$	0.69	\$	0.70	\$	0.82
TOU-GS-3-PRI-R	2017 Energy	Summer	Off-Peak	\$	0.04621	\$	0.04734	\$	0.05696
TOU-GS-3-PRI-R	2017 Energy	Summer	Mid-peak	\$	0.08698	\$	0.08895	\$	0.10571
TOU-GS-3-PRI-R	2017 Energy	Summer	On-Peak	\$	0.19769	\$	0.20195	\$	0.23809
TOU-GS-3-PRI-R	2017 Energy	Winter	Off-Peak	\$	0.03786	\$	0.03882	\$	0.04698
TOU-GS-3-PRI-R	2017 Energy	Winter	Mid-peak	\$	0.06106	\$	0.06249	\$	0.07471
TOU-GS-3-R	2017 Energy	Summer	Off-Peak	\$	0.04745	\$	0.04861	\$	0.05845
TOU-GS-3-R	2017 Energy	Summer	Mid-peak	\$	0.08822	\$	0.09022	\$	0.10719
TOU-GS-3-R	2017 Energy	Summer	On-Peak	\$	0.19894	\$	0.20321	\$	0.23958
TOU-GS-3-R	2017 Energy	Winter	Off-Peak	\$	0.03910	\$	0.04009	\$	0.04847
TOU-GS-3-R	2017 Energy	Winter	Mid-peak	\$	0.06230	\$	0.06376	\$	0.07620
TOU-PA-2-A	2017 Energy	Summer	Off-Peak	\$	0.04647	\$	0.04760	\$	0.05724
TOU-PA-2-A	2017 Energy	Summer	Mid-peak	\$	0.07858	\$	0.08038	\$	0.09564
TOU-PA-2-A	2017 Energy	Summer	On-Peak	\$	0.20123	\$	0.20555	\$	0.24229
TOU-PA-2-A	2017 Energy	Winter	Off-Peak	\$	0.04002	\$	0.04102	\$	0.04953
TOU-PA-2-A	2017 Energy	Winter	Mid-peak	\$	0.06539	\$	0.06691	\$	0.07986

Energy rates are shown in \$/kWh and demand rates are shown in \$/kW.

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TOU-PA-2-B	2017 Energy	Summer	Off-Peak	\$	0.04647	\$	0.04760	\$	0.05724
TOU-PA-2-B	2017 Energy	Summer	Mid-peak	\$	0.04797	\$	0.04914	\$	0.05904
TOU-PA-2-B	2017 Energy	Summer	On-Peak	\$	0.05258	\$	0.05384	\$	0.06455
TOU-PA-2-B	2017 Energy	Winter	Off-Peak	\$	0.04002	\$	0.04102	\$	0.04953
TOU-PA-2-B	2017 Energy	Winter	Mid-peak	\$	0.06539	\$	0.06691	\$	0.07986
TOU-PA-2-B	2017 Demand	Summer	Mid-peak	\$	2.72	\$	2.77	\$	3.25
TOU-PA-2-B	2017 Demand	Summer	On-Peak	\$	8.91	\$	9.10	\$	10.66
TOU-PA-2-D	2017 Energy	Summer	Off-Peak	\$	0.04188	\$	0.04292	\$	0.05174
TOU-PA-2-D	2017 Energy	Summer	Mid-peak	\$	0.06625	\$	0.06780	\$	0.08089
TOU-PA-2-D	2017 Energy	Summer	On-Peak	\$	0.07464	\$	0.07636	\$	0.09092
TOU-PA-2-D	2017 Energy	Winter	Off-Peak	\$	0.04216	\$	0.04320	\$	0.05208
TOU-PA-2-D	2017 Energy	Winter	Super Off-Peak	\$	0.03475	\$	0.03564	\$	0.04322
TOU-PA-2-D	2017 Energy	Winter	Mid-peak	\$	0.05517	\$	0.05648	\$	0.06764
TOU-PA-2-D	2017 Demand	Summer	On-Peak	\$	11.81	\$	12.05	\$	14.12
TOU-PA-2-D	2017 Demand	Winter	Mid-peak	\$	2.08	\$	2.12	\$	2.48
TOU-PA-2-D-5TO8	2017 Energy	Summer	Off-Peak	\$	0.04225	\$	0.04329	\$	0.05219
TOU-PA-2-D-5TO8	2017 Energy	Summer	Mid-peak	\$	0.11050	\$	0.11295	\$	0.13379
TOU-PA-2-D-5TO8	2017 Energy	Summer	On-Peak	\$	0.12484	\$	0.12758	\$	0.15094
TOU-PA-2-D-5TO8	2017 Energy	Winter	Off-Peak	\$	0.04248	\$	0.04353	\$	0.05246
TOU-PA-2-D-5TO8	2017 Energy	Winter	Super Off-Peak	\$	0.03502	\$	0.03592	\$	0.04355
TOU-PA-2-D-5TO8	2017 Energy	Winter	Mid-peak	\$	0.05558	\$	0.05690	\$	0.06812
TOU-PA-2-D-5TO8	2017 Demand	Summer	On-Peak	\$	11.82	\$	12.06	\$	14.13
TOU-PA-2-D-5TO8	2017 Demand	Winter	Mid-peak	\$	2.14	\$	2.18	\$	2.55
TOU-PA-2-E	2017 Energy	Summer	Off-Peak	\$	0.04194	\$	0.04298	\$	0.05183
TOU-PA-2-E	2017 Energy	Summer	Mid-peak	\$	0.06632	\$	0.06786	\$	0.08098
TOU-PA-2-E	2017 Energy	Summer	On-Peak	\$	0.31426	\$	0.32091	\$	0.37743
TOU-PA-2-E	2017 Energy	Winter	Off-Peak	\$	0.05021	\$	0.05142	\$	0.06171
TOU-PA-2-E	2017 Energy	Winter	Super Off-Peak	\$	0.04162	\$	0.04266	\$	0.05144
TOU-PA-2-E	2017 Energy	Winter	Mid-peak	\$	0.06528	\$	0.06680	\$	0.07973

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TOU-PA-2-E-5TO8	2017 Energy	Summer	Off-Peak	\$	0.04225	\$	0.04329	\$	0.05219
TOU-PA-2-E-5TO8	2017 Energy	Summer	Mid-peak	\$	0.11050	\$	0.11295	\$	0.13379
TOU-PA-2-E-5TO8	2017 Energy	Summer	On-Peak	\$	0.51135	\$	0.52206	\$	0.61310
TOU-PA-2-E-5TO8	2017 Energy	Winter	Off-Peak	\$	0.05049	\$	0.05170	\$	0.06204
TOU-PA-2-E-5TO8	2017 Energy	Winter	Super Off-Peak	\$	0.04186	\$	0.04290	\$	0.05172
TOU-PA-2-E-5TO8	2017 Energy	Winter	Mid-peak	\$	0.06563	\$	0.06716	\$	0.08015
TOU-PA-2-PRI-A	2017 Energy	Summer	Off-Peak	\$	0.04523	\$	0.04633	\$	0.05575
TOU-PA-2-PRI-A	2017 Energy	Summer	Mid-peak	\$	0.07734	\$	0.07911	\$	0.09415
TOU-PA-2-PRI-A	2017 Energy	Summer	On-Peak	\$	0.19999	\$	0.20429	\$	0.24080
TOU-PA-2-PRI-A	2017 Energy	Winter	Off-Peak	\$	0.03878	\$	0.03975	\$	0.04804
TOU-PA-2-PRI-A	2017 Energy	Winter	Mid-peak	\$	0.06415	\$	0.06565	\$	0.07837
TOU-PA-2-PRI-B	2017 Energy	Summer	Off-Peak	\$	0.04559	\$	0.04671	\$	0.05619
TOU-PA-2-PRI-B	2017 Energy	Summer	Mid-peak	\$	0.04710	\$	0.04825	\$	0.05799
TOU-PA-2-PRI-B	2017 Energy	Summer	On-Peak	\$	0.05171	\$	0.05295	\$	0.06350
TOU-PA-2-PRI-B	2017 Energy	Winter	Off-Peak	\$	0.03915	\$	0.04013	\$	0.04848
TOU-PA-2-PRI-B	2017 Energy	Winter	Mid-peak	\$	0.06452	\$	0.06602	\$	0.07882
TOU-PA-2-PRI-B	2017 Demand	Summer	Mid-peak	\$	2.58	\$	2.64	\$	3.09
TOU-PA-2-PRI-B	2017 Demand	Summer	On-Peak	\$	8.78	\$	8.96	\$	10.49
TOU-PA-2-PRI-D	2017 Energy	Summer	Off-Peak	\$	0.04100	\$	0.04202	\$	0.05070
TOU-PA-2-PRI-D	2017 Energy	Summer	Mid-peak	\$	0.06538	\$	0.06690	\$	0.07985
TOU-PA-2-PRI-D	2017 Energy	Summer	On-Peak	\$	0.07377	\$	0.07546	\$	0.08988
TOU-PA-2-PRI-D	2017 Energy	Winter	Off-Peak	\$	0.04128	\$	0.04231	\$	0.05104
TOU-PA-2-PRI-D	2017 Energy	Winter	Super Off-Peak	\$	0.03388	\$	0.03475	\$	0.04218
TOU-PA-2-PRI-D	2017 Energy	Winter	Mid-peak	\$	0.05429	\$	0.05559	\$	0.06659
TOU-PA-2-PRI-D	2017 Demand	Summer	On-Peak	\$	11.70	\$	11.94	\$	13.99
TOU-PA-2-PRI-D	2017 Demand	Winter	Mid-peak	\$	1.97	\$	2.01	\$	2.36

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TOU-PA-2-PRI-D-5TO8	2017 Energy	Summer	Off-Peak	\$	0.04137	\$	0.04240	\$	0.05114
TOU-PA-2-PRI-D-5TO8	2017 Energy	Summer	Mid-peak	\$	0.10962	\$	0.11206	\$	0.13275
TOU-PA-2-PRI-D-5TO8	2017 Energy	Summer	On-Peak	\$	0.12396	\$	0.12669	\$	0.14990
TOU-PA-2-PRI-D-5TO8	2017 Energy	Winter	Off-Peak	\$	0.04160	\$	0.04264	\$	0.05142
TOU-PA-2-PRI-D-5TO8	2017 Energy	Winter	Super Off-Peak	\$	0.03415	\$	0.03503	\$	0.04250
TOU-PA-2-PRI-D-5TO8	2017 Energy	Winter	Mid-peak	\$	0.05470	\$	0.05600	\$	0.06708
TOU-PA-2-PRI-D-5TO8	2017 Demand	Summer	On-Peak	\$	11.71	\$	11.95	\$	14.00
TOU-PA-2-PRI-D-5TO8	2017 Demand	Winter	Mid-peak	\$	2.03	\$	2.07	\$	2.43
TOU-PA-2-PRI-E	2017 Energy	Summer	Off-Peak	\$	0.04070	\$	0.04172	\$	0.05034
TOU-PA-2-PRI-E	2017 Energy	Summer	Mid-peak	\$	0.06508	\$	0.06660	\$	0.07949
TOU-PA-2-PRI-E	2017 Energy	Summer	On-Peak	\$	0.31302	\$	0.31964	\$	0.37595
TOU-PA-2-PRI-E	2017 Energy	Winter	Off-Peak	\$	0.04896	\$	0.05015	\$	0.06022
TOU-PA-2-PRI-E	2017 Energy	Winter	Super Off-Peak	\$	0.04038	\$	0.04139	\$	0.04996
TOU-PA-2-PRI-E	2017 Energy	Winter	Mid-peak	\$	0.06404	\$	0.06554	\$	0.07825
TOU-PA-2-PRI-E-5TO8	2017 Energy	Summer	Off-Peak	\$	0.04100	\$	0.04202	\$	0.05070
TOU-PA-2-PRI-E-5TO8	2017 Energy	Summer	Mid-peak	\$	0.10925	\$	0.11168	\$	0.13231
TOU-PA-2-PRI-E-5TO8	2017 Energy	Summer	On-Peak	\$	0.51011	\$	0.52080	\$	0.61161
TOU-PA-2-PRI-E-5TO8	2017 Energy	Winter	Off-Peak	\$	0.04925	\$	0.05044	\$	0.06056
TOU-PA-2-PRI-E-5TO8	2017 Energy	Winter	Super Off-Peak	\$	0.04061	\$	0.04163	\$	0.05024
TOU-PA-2-PRI-E-5TO8	2017 Energy	Winter	Mid-peak	\$	0.06439	\$	0.06589	\$	0.07867
TOU-PA-3-A	2017 Energy	Summer	Off-Peak	\$	0.04130	\$	0.04232	\$	0.05100
TOU-PA-3-A	2017 Energy	Summer	Mid-peak	\$	0.07030	\$	0.07192	\$	0.08567
TOU-PA-3-A	2017 Energy	Summer	On-Peak	\$	0.19654	\$	0.20076	\$	0.23662
TOU-PA-3-A	2017 Energy	Winter	Off-Peak	\$	0.03589	\$	0.03679	\$	0.04452
TOU-PA-3-A	2017 Energy	Winter	Mid-peak	\$	0.05723	\$	0.05857	\$	0.07003
TOU-PA-3-B	2017 Energy	Summer	Off-Peak	\$	0.04130	\$	0.04232	\$	0.05100
TOU-PA-3-B	2017 Energy	Summer	Mid-peak	\$	0.04253	\$	0.04357	\$	0.05246
TOU-PA-3-B	2017 Energy	Summer	On-Peak	\$	0.04680	\$	0.04793	\$	0.05757
TOU-PA-3-B	2017 Energy	Winter	Off-Peak	\$	0.03589	\$	0.03679	\$	0.04452
TOU-PA-3-B	2017 Energy	Winter	Mid-peak	\$	0.05723	\$	0.05857	\$	0.07003
TOU-PA-3-B	2017 Demand	Summer	Mid-peak	\$	2.72	\$	2.77	\$	3.25
TOU-PA-3-B	2017 Demand	Summer	On-Peak	\$	10.01	\$	10.22	\$	11.97

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TOU-PA-3-D	2017 Energy	Summer	Off-Peak	\$	0.03719	\$	0.03812	\$	0.04607
TOU-PA-3-D	2017 Energy	Summer	Mid-peak	\$	0.05861	\$	0.05999	\$	0.07169
TOU-PA-3-D	2017 Energy	Summer	On-Peak	\$	0.06610	\$	0.06763	\$	0.08065
TOU-PA-3-D	2017 Energy	Winter	Off-Peak	\$	0.04184	\$	0.04287	\$	0.05164
TOU-PA-3-D	2017 Energy	Winter	Super Off-Peak	\$	0.02388	\$	0.02454	\$	0.03016
TOU-PA-3-D	2017 Energy	Winter	Mid-peak	\$	0.05143	\$	0.05266	\$	0.06310
TOU-PA-3-D	2017 Demand	Summer	On-Peak	\$	12.12	\$	12.37	\$	14.49
TOU-PA-3-D	2017 Demand	Winter	Mid-peak	\$	2.15	\$	2.19	\$	2.57
TOU-PA-3-D-5TO8	2017 Energy	Summer	Off-Peak	\$	0.03655	\$	0.03747	\$	0.04531
TOU-PA-3-D-5TO8	2017 Energy	Summer	Mid-peak	\$	0.09987	\$	0.10209	\$	0.12102
TOU-PA-3-D-5TO8	2017 Energy	Summer	On-Peak	\$	0.11288	\$	0.11538	\$	0.13659
TOU-PA-3-D-5TO8	2017 Energy	Winter	Off-Peak	\$	0.04136	\$	0.04238	\$	0.05107
TOU-PA-3-D-5TO8	2017 Energy	Winter	Super Off-Peak	\$	0.02355	\$	0.02420	\$	0.02976
TOU-PA-3-D-5TO8	2017 Energy	Winter	Mid-peak	\$	0.05086	\$	0.05207	\$	0.06242
TOU-PA-3-D-5TO8	2017 Demand	Summer	On-Peak	\$	12.61	\$	12.87	\$	15.08
TOU-PA-3-D-5TO8	2017 Demand	Winter	Mid-peak	\$	2.66	\$	2.71	\$	3.18
TOU-PA-3-E	2017 Energy	Summer	Off-Peak	\$	0.03725	\$	0.03819	\$	0.04616
TOU-PA-3-E	2017 Energy	Summer	Mid-peak	\$	0.05868	\$	0.06006	\$	0.07178
TOU-PA-3-E	2017 Energy	Summer	On-Peak	\$	0.28779	\$	0.29389	\$	0.34573
TOU-PA-3-E	2017 Energy	Winter	Off-Peak	\$	0.05432	\$	0.05561	\$	0.06656
TOU-PA-3-E	2017 Energy	Winter	Super Off-Peak	\$	0.01454	\$	0.01501	\$	0.01899
TOU-PA-3-E	2017 Energy	Winter	Mid-peak	\$	0.07029	\$	0.07191	\$	0.08566
TOU-PA-3-E-5TO8	2017 Energy	Summer	Off-Peak	\$	0.03655	\$	0.03747	\$	0.04531
TOU-PA-3-E-5TO8	2017 Energy	Summer	Mid-peak	\$	0.09987	\$	0.10209	\$	0.12102
TOU-PA-3-E-5TO8	2017 Energy	Summer	On-Peak	\$	0.47702	\$	0.48702	\$	0.57199
TOU-PA-3-E-5TO8	2017 Energy	Winter	Off-Peak	\$	0.05704	\$	0.05839	\$	0.06981
TOU-PA-3-E-5TO8	2017 Energy	Winter	Super Off-Peak	\$	0.01553	\$	0.01602	\$	0.02018
TOU-PA-3-E-5TO8	2017 Energy	Winter	Mid-peak	\$	0.07370	\$	0.07539	\$	0.08973
TOU-PA-3-PRI-A	2017 Energy	Summer	Off-Peak	\$	0.04014	\$	0.04113	\$	0.04960
TOU-PA-3-PRI-A	2017 Energy	Summer	Mid-peak	\$	0.06914	\$	0.07073	\$	0.08428
TOU-PA-3-PRI-A	2017 Energy	Summer	On-Peak	\$	0.19538	\$	0.19957	\$	0.23522
TOU-PA-3-PRI-A	2017 Energy	Winter	Off-Peak	\$	0.03472	\$	0.03561	\$	0.04313
TOU-PA-3-PRI-A	2017 Energy	Winter	Mid-peak	\$	0.05606	\$	0.05738	\$	0.06864

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TOU-PA-3-PRI-B	2017 Energy	Summer	Off-Peak	\$	0.04044	\$	0.04144	\$	0.04996
TOU-PA-3-PRI-B	2017 Energy	Summer	Mid-peak	\$	0.04166	\$	0.04269	\$	0.05143
TOU-PA-3-PRI-B	2017 Energy	Summer	On-Peak	\$	0.04593	\$	0.04705	\$	0.05653
TOU-PA-3-PRI-B	2017 Energy	Winter	Off-Peak	\$	0.03502	\$	0.03591	\$	0.04349
TOU-PA-3-PRI-B	2017 Energy	Winter	Mid-peak	\$	0.05636	\$	0.05769	\$	0.06900
TOU-PA-3-PRI-B	2017 Demand	Summer	Mid-peak	\$	2.57	\$	2.63	\$	3.08
TOU-PA-3-PRI-B	2017 Demand	Summer	On-Peak	\$	9.86	\$	10.07	\$	11.79
TOU-PA-3-PRI-D	2017 Energy	Summer	Off-Peak	\$	0.03632	\$	0.03724	\$	0.04504
TOU-PA-3-PRI-D	2017 Energy	Summer	Mid-peak	\$	0.05775	\$	0.05911	\$	0.07066
TOU-PA-3-PRI-D	2017 Energy	Summer	On-Peak	\$	0.06523	\$	0.06675	\$	0.07961
TOU-PA-3-PRI-D	2017 Energy	Winter	Off-Peak	\$	0.04097	\$	0.04199	\$	0.05060
TOU-PA-3-PRI-D	2017 Energy	Winter	Super Off-Peak	\$	0.02301	\$	0.02366	\$	0.02913
TOU-PA-3-PRI-D	2017 Energy	Winter	Mid-peak	\$	0.05057	\$	0.05178	\$	0.06207
TOU-PA-3-PRI-D	2017 Demand	Summer	On-Peak	\$	12.01	\$	12.26	\$	14.36
TOU-PA-3-PRI-D	2017 Demand	Winter	Mid-peak	\$	2.04	\$	2.08	\$	2.44
TOU-PA-3-PRI-D-5TO8	2017 Energy	Summer	Off-Peak	\$	0.03570	\$	0.03661	\$	0.04430
TOU-PA-3-PRI-D-5TO8	2017 Energy	Summer	Mid-peak	\$	0.09902	\$	0.10123	\$	0.12001
TOU-PA-3-PRI-D-5TO8	2017 Energy	Summer	On-Peak	\$	0.11204	\$	0.11452	\$	0.13558
TOU-PA-3-PRI-D-5TO8	2017 Energy	Winter	Off-Peak	\$	0.04052	\$	0.04152	\$	0.05006
TOU-PA-3-PRI-D-5TO8	2017 Energy	Winter	Super Off-Peak	\$	0.02270	\$	0.02334	\$	0.02875
TOU-PA-3-PRI-D-5TO8	2017 Energy	Winter	Mid-peak	\$	0.05001	\$	0.05121	\$	0.06141
TOU-PA-3-PRI-D-5TO8	2017 Demand	Summer	On-Peak	\$	12.49	\$	12.75	\$	14.94
TOU-PA-3-PRI-D-5TO8	2017 Demand	Winter	Mid-peak	\$	2.54	\$	2.60	\$	3.04
TOU-PA-3-PRI-E	2017 Energy	Summer	Off-Peak	\$	0.03609	\$	0.03700	\$	0.04476
TOU-PA-3-PRI-E	2017 Energy	Summer	Mid-peak	\$	0.05752	\$	0.05887	\$	0.07038
TOU-PA-3-PRI-E	2017 Energy	Summer	On-Peak	\$	0.28663	\$	0.29270	\$	0.34433
TOU-PA-3-PRI-E	2017 Energy	Winter	Off-Peak	\$	0.05316	\$	0.05442	\$	0.06517
TOU-PA-3-PRI-E	2017 Energy	Winter	Super Off-Peak	\$	0.01337	\$	0.01382	\$	0.01760
TOU-PA-3-PRI-E	2017 Energy	Winter	Mid-peak	\$	0.06913	\$	0.07072	\$	0.08427

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TOU-PA-3-PRI-E-5TO8	2017 Energy	Summer	Off-Peak	\$	0.03538	\$	0.03628	\$	0.04392
TOU-PA-3-PRI-E-5TO8	2017 Energy	Summer	Mid-peak	\$	0.09870	\$	0.10090	\$	0.11963
TOU-PA-3-PRI-E-5TO8	2017 Energy	Summer	On-Peak	\$	0.47586	\$	0.48583	\$	0.57060
TOU-PA-3-PRI-E-5TO8	2017 Energy	Winter	Off-Peak	\$	0.05588	\$	0.05720	\$	0.06842
TOU-PA-3-PRI-E-5TO8	2017 Energy	Winter	Super Off-Peak	\$	0.01436	\$	0.01483	\$	0.01878
TOU-PA-3-PRI-E-5TO8	2017 Energy	Winter	Mid-peak	\$	0.07254	\$	0.07420	\$	0.08834

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RESOLUTION NO. 19-09-015**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CLEAN POWER ALLIANCE OF SOUTHERN CALIFORNIA
TO APPROVE 2019 ADJUSTED RATES FOR PHASE 4 NON-RESIDENTIAL
CUSTOMERS****THE BOARD OF DIRECTORS OF THE CLEAN POWER ALLIANCE OF SOUTHERN
CALIFORNIA DOES HEREBY FIND, RESOLVE, AND ORDER AS FOLLOWS:**

WHEREAS, the Clean Power Alliance of Southern California (formerly known as Los Angeles Community Choice Energy Authority) ("Clean Power Alliance" or "CPA") was formed on June 27, 2017; and

WHEREAS, the CPA Board of Directors directed staff to procure power supply to provide three energy products (36% renewable, 50% renewable, and 100% renewable) and maximize non-emitting energy resources for the non-renewable portions of the portfolio; and

WHEREAS, the CPA Board of Directors also sought to set rates that are lower or competitive with those offered by Southern California Edison (SCE) for similar products and provide price stability and approved a rate tier and cost range structure on August 16, 2018; and

WHEREAS, SCE is implementing rate changes requiring adjustments by CPA to realign with previously approved bill comparisons for Phase 4 rate schedules for non-residential customers; and

WHEREAS, some Phase 4 CPA rates (TOU-8, TOU-GS-3, TOU-PA-2, TOU-PA-3, and rates for street/area lighting) are authorized to remain outside the rate tier and cost ranges established by the Board during the winter months, i.e., from January to May and from October to December; and

WHEREAS, SCE rate changes are effective as of July 26, 2019.

**NOW THEREFORE, BE IT DETERMINED, ORDERED, AND RESOLVED,
BY THE BOARD OF DIRECTORS OF THE CLEAN POWER ALLIANCE OF
SOUTHERN CALIFORNIA THAT:**

1. The proposed Phase 4 non-residential rate schedules as presented in Attachment 1 are hereby approved effective as of September 9, 2019.
2. The proposed Phase 4 rates presented in Attachment 1 do not contain the rates that are authorized to remain outside the rate-tier and cost ranges established by the Board on August 16, 2018, as no adjustments are being made to the rates approved by the Board on June 6, 2019.

3. The proposed Phase 4 rates presented in Attachment 1 do not contain the demand response rate billing factors or wind machine winter demand credit factors, as no adjustments are being made to these rates.

APPROVED AND ADOPTED this ____ day of _____ 2019.

Chair

ATTEST:

Secretary

Clean Power Alliance
2019 Phase 4 Non-residential Rate Schedules
Attachment 1 to Resolution 19-09-015

CPA Rate	PCIA VINTAGE	TYPE	SEASON	TOU PERIOD	LEAN	CLEAN	100% GREEN	DEFAULT CARE 100% GREEN	DEFAULT 100% GREEN
TOU-EV-7	2018	Energy	Summer	Off-Peak	\$ 0.06276	\$ 0.06454	\$ 0.07974	N/A	\$ 0.08063
TOU-EV-7	2018	Energy	Summer	Mid-peak	\$ 0.09872	\$ 0.10124	\$ 0.12273		\$ 0.12400
TOU-EV-7	2018	Energy	Summer	On-Peak	\$ 0.20652	\$ 0.21127	\$ 0.25164		\$ 0.25401
TOU-EV-7	2018	Energy	Winter	Off-Peak	\$ 0.05502	\$ 0.05665	\$ 0.07048		\$ 0.07130
TOU-EV-7	2018	Energy	Winter	Super Off-Peak	\$ 0.01975	\$ 0.02065	\$ 0.02831		\$ 0.02876
TOU-EV-7	2018	Energy	Winter	Mid-peak	\$ 0.11798	\$ 0.12090	\$ 0.14577		\$ 0.14723
TOU-EV-8	2018	Energy	Summer	Off-Peak	\$ 0.04225	\$ 0.04360	\$ 0.05507	N/A	\$ 0.05574
TOU-EV-8	2018	Energy	Summer	Mid-peak	\$ 0.05899	\$ 0.06069	\$ 0.07508		\$ 0.07593
TOU-EV-8	2018	Energy	Summer	On-Peak	\$ 0.28861	\$ 0.29503	\$ 0.34964		\$ 0.35285
TOU-EV-8	2018	Energy	Winter	Off-Peak	\$ 0.05170	\$ 0.05324	\$ 0.06636		\$ 0.06714
TOU-EV-8	2018	Energy	Winter	Super Off-Peak	\$ 0.01458	\$ 0.01535	\$ 0.02197		\$ 0.02236
TOU-EV-8	2018	Energy	Winter	Mid-peak	\$ 0.09847	\$ 0.10097	\$ 0.12228		\$ 0.12354
TOU-EV-PRI-9	2018	Energy	Summer	Off-Peak	\$ 0.03198	\$ 0.03305	\$ 0.04213	N/A	\$ 0.04267
TOU-EV-PRI-9	2018	Energy	Summer	Mid-peak	\$ 0.04754	\$ 0.04892	\$ 0.06073		\$ 0.06143
TOU-EV-PRI-9	2018	Energy	Summer	On-Peak	\$ 0.24608	\$ 0.25156	\$ 0.29813		\$ 0.30087
TOU-EV-PRI-9	2018	Energy	Winter	Off-Peak	\$ 0.03648	\$ 0.03764	\$ 0.04751		\$ 0.04809
TOU-EV-PRI-9	2018	Energy	Winter	Super Off-Peak	\$ 0.01057	\$ 0.01119	\$ 0.01653		\$ 0.01684
TOU-EV-PRI-9	2018	Energy	Winter	Mid-peak	\$ 0.08078	\$ 0.08285	\$ 0.10048		\$ 0.10152
TOU-EV-SEC-9	2018	Energy	Summer	Off-Peak	\$ 0.03493	\$ 0.03607	\$ 0.04574	N/A	\$ 0.04631
TOU-EV-SEC-9	2018	Energy	Summer	Mid-peak	\$ 0.05095	\$ 0.05242	\$ 0.06490		\$ 0.06563
TOU-EV-SEC-9	2018	Energy	Summer	On-Peak	\$ 0.26189	\$ 0.26770	\$ 0.31712		\$ 0.32002
TOU-EV-SEC-9	2018	Energy	Winter	Off-Peak	\$ 0.04049	\$ 0.04175	\$ 0.05239		\$ 0.05302
TOU-EV-SEC-9	2018	Energy	Winter	Super Off-Peak	\$ 0.01178	\$ 0.01244	\$ 0.01806		\$ 0.01839
TOU-EV-SEC-9	2018	Energy	Winter	Mid-peak	\$ 0.08507	\$ 0.08724	\$ 0.10569		\$ 0.10677
TOU-EV-SUB-9	2018	Energy	Summer	Off-Peak	\$ 0.03022	\$ 0.03122	\$ 0.03975	N/A	\$ 0.04025
TOU-EV-SUB-9	2018	Energy	Summer	Mid-peak	\$ 0.04431	\$ 0.04560	\$ 0.05659		\$ 0.05724
TOU-EV-SUB-9	2018	Energy	Summer	On-Peak	\$ 0.22188	\$ 0.22683	\$ 0.26891		\$ 0.27139
TOU-EV-SUB-9	2018	Energy	Winter	Off-Peak	\$ 0.03384	\$ 0.03492	\$ 0.04408		\$ 0.04461
TOU-EV-SUB-9	2018	Energy	Winter	Super Off-Peak	\$ 0.01084	\$ 0.01144	\$ 0.01657		\$ 0.01688
TOU-EV-SUB-9	2018	Energy	Winter	Mid-peak	\$ 0.07871	\$ 0.08071	\$ 0.09773		\$ 0.09873

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Clean Power Alliance
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TOU-GS-1-A	2018 Energy	Summer	Off-Peak	\$ 0.09236	\$ 0.09475	\$ 0.11513	\$ 0.09475	\$ 0.11633
TOU-GS-1-A	2018 Energy	Summer	Mid-peak	\$ 0.09719	\$ 0.09969	\$ 0.12091	\$ 0.09969	\$ 0.12216
TOU-GS-1-A	2018 Energy	Summer	On-Peak	\$ 0.10529	\$ 0.10795	\$ 0.13059	\$ 0.10795	\$ 0.13192
TOU-GS-1-A	2018 Energy	Winter	Off-Peak	\$ 0.04859	\$ 0.05009	\$ 0.06280	\$ 0.05009	\$ 0.06355
TOU-GS-1-A	2018 Energy	Winter	Mid-peak	\$ 0.05666	\$ 0.05832	\$ 0.07245	\$ 0.05832	\$ 0.07328
TOU-GS-1-B	2018 Energy	Summer	Off-Peak	\$ 0.03638	\$ 0.03762	\$ 0.04820	\$ 0.03762	\$ 0.04882
TOU-GS-1-B	2018 Energy	Summer	Mid-peak	\$ 0.03888	\$ 0.04018	\$ 0.05119	\$ 0.04018	\$ 0.05184
TOU-GS-1-B	2018 Energy	Summer	On-Peak	\$ 0.04309	\$ 0.04447	\$ 0.05622	\$ 0.04447	\$ 0.05691
TOU-GS-1-B	2018 Energy	Winter	Off-Peak	\$ 0.04859	\$ 0.05009	\$ 0.06280	\$ 0.05009	\$ 0.06355
TOU-GS-1-B	2018 Energy	Winter	Mid-peak	\$ 0.05666	\$ 0.05832	\$ 0.07245	\$ 0.05832	\$ 0.07328
TOU-GS-1-B	2018 Demand	Summer	Mid-peak	\$ 3.39	\$ 3.46	\$ 4.05	\$ 3.46	\$ 4.09
TOU-GS-1-B	2018 Demand	Summer	On-Peak	\$ 10.64	\$ 10.86	\$ 12.72	\$ 10.86	\$ 12.83
TOU-GS-1-D	2018 Energy	Summer	Off-Peak	\$ 0.03045	\$ 0.03157	\$ 0.04110	\$ 0.03157	\$ 0.04166
TOU-GS-1-D	2018 Energy	Summer	Mid-peak	\$ 0.05977	\$ 0.06149	\$ 0.07616	\$ 0.06149	\$ 0.07702
TOU-GS-1-D	2018 Energy	Summer	On-Peak	\$ 0.06843	\$ 0.07034	\$ 0.08653	\$ 0.07034	\$ 0.08748
TOU-GS-1-D	2018 Energy	Winter	Off-Peak	\$ 0.03832	\$ 0.03960	\$ 0.05052	\$ 0.03960	\$ 0.05116
TOU-GS-1-D	2018 Energy	Winter	Super Off-Peak	\$ 0.02293	\$ 0.02390	\$ 0.03212	\$ 0.02390	\$ 0.03260
TOU-GS-1-D	2018 Energy	Winter	Mid-peak	\$ 0.06319	\$ 0.06499	\$ 0.08026	\$ 0.06499	\$ 0.08116
TOU-GS-1-D	2018 Demand	Summer	On-Peak	\$ 14.31	\$ 14.61	\$ 17.11	\$ 14.61	\$ 17.26
TOU-GS-1-D	2018 Demand	Winter	Mid-peak	\$ 3.32	\$ 3.39	\$ 3.97	\$ 3.39	\$ 4.00
TOU-GS-1-E	2018 Energy	Summer	Off-Peak	\$ 0.05375	\$ 0.05535	\$ 0.06896	\$ 0.05535	\$ 0.06976
TOU-GS-1-E	2018 Energy	Summer	Mid-peak	\$ 0.09865	\$ 0.10117	\$ 0.12265	\$ 0.10117	\$ 0.12392
TOU-GS-1-E	2018 Energy	Summer	On-Peak	\$ 0.28330	\$ 0.28963	\$ 0.34344	\$ 0.28963	\$ 0.34660
TOU-GS-1-E	2018 Energy	Winter	Off-Peak	\$ 0.04416	\$ 0.04557	\$ 0.05751	\$ 0.04557	\$ 0.05821
TOU-GS-1-E	2018 Energy	Winter	Super Off-Peak	\$ 0.01968	\$ 0.02058	\$ 0.02823	\$ 0.02058	\$ 0.02868
TOU-GS-1-E	2018 Energy	Winter	Mid-peak	\$ 0.11791	\$ 0.12083	\$ 0.14568	\$ 0.12083	\$ 0.14715
TOU-GS-1-ES	2018 Energy	Summer	Off-Peak	\$ 0.03473	\$ 0.03594	\$ 0.04622	N/A	\$ 0.04683
TOU-GS-1-ES	2018 Energy	Summer	Mid-peak	\$ 0.11354	\$ 0.11637	\$ 0.14046		\$ 0.14188
TOU-GS-1-ES	2018 Energy	Summer	On-Peak	\$ 0.39985	\$ 0.40858	\$ 0.48280		\$ 0.48716
TOU-GS-1-ES	2018 Energy	Winter	Off-Peak	\$ 0.04048	\$ 0.04181	\$ 0.05311		\$ 0.05377
TOU-GS-1-ES	2018 Energy	Winter	Super Off-Peak	\$ 0.01732	\$ 0.01817	\$ 0.02541		\$ 0.02583
TOU-GS-1-ES	2018 Energy	Winter	Mid-peak	\$ 0.11027	\$ 0.11304	\$ 0.13655		\$ 0.13793

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TOU-GS-1-PRI-A	2018 Energy	Summer	Off-Peak	\$ 0.09107	\$ 0.09344	\$ 0.11359	\$ 0.09344	\$ 0.11477
TOU-GS-1-PRI-A	2018 Energy	Summer	Mid-peak	\$ 0.09590	\$ 0.09837	\$ 0.11937	\$ 0.09837	\$ 0.12060
TOU-GS-1-PRI-A	2018 Energy	Summer	On-Peak	\$ 0.10400	\$ 0.10663	\$ 0.12905	\$ 0.10663	\$ 0.13037
TOU-GS-1-PRI-A	2018 Energy	Winter	Off-Peak	\$ 0.04730	\$ 0.04877	\$ 0.06125	\$ 0.04877	\$ 0.06199
TOU-GS-1-PRI-A	2018 Energy	Winter	Mid-peak	\$ 0.05537	\$ 0.05700	\$ 0.07090	\$ 0.05700	\$ 0.07172
TOU-GS-1-PRI-B	2018 Energy	Summer	Off-Peak	\$ 0.03555	\$ 0.03678	\$ 0.04721	\$ 0.03678	\$ 0.04782
TOU-GS-1-PRI-B	2018 Energy	Summer	Mid-peak	\$ 0.03806	\$ 0.03934	\$ 0.05020	\$ 0.03934	\$ 0.05084
TOU-GS-1-PRI-B	2018 Energy	Summer	On-Peak	\$ 0.04226	\$ 0.04363	\$ 0.05523	\$ 0.04363	\$ 0.05591
TOU-GS-1-PRI-B	2018 Energy	Winter	Off-Peak	\$ 0.04777	\$ 0.04924	\$ 0.06181	\$ 0.04924	\$ 0.06255
TOU-GS-1-PRI-B	2018 Energy	Winter	Mid-peak	\$ 0.05583	\$ 0.05748	\$ 0.07146	\$ 0.05748	\$ 0.07228
TOU-GS-1-PRI-B	2018 Demand	Summer	Mid-peak	\$ 3.24	\$ 3.31	\$ 3.88	\$ 3.31	\$ 3.91
TOU-GS-1-PRI-B	2018 Demand	Summer	On-Peak	\$ 10.49	\$ 10.71	\$ 12.55	\$ 10.71	\$ 12.66
TOU-GS-1-PRI-D	2018 Energy	Summer	Off-Peak	\$ 0.02962	\$ 0.03072	\$ 0.04012	\$ 0.03072	\$ 0.04067
TOU-GS-1-PRI-D	2018 Energy	Summer	Mid-peak	\$ 0.05894	\$ 0.06065	\$ 0.07517	\$ 0.06065	\$ 0.07603
TOU-GS-1-PRI-D	2018 Energy	Summer	On-Peak	\$ 0.06761	\$ 0.06950	\$ 0.08554	\$ 0.06950	\$ 0.08648
TOU-GS-1-PRI-D	2018 Energy	Winter	Off-Peak	\$ 0.03749	\$ 0.03876	\$ 0.04953	\$ 0.03876	\$ 0.05016
TOU-GS-1-PRI-D	2018 Energy	Winter	Super Off-Peak	\$ 0.02211	\$ 0.02306	\$ 0.03113	\$ 0.02306	\$ 0.03161
TOU-GS-1-PRI-D	2018 Energy	Winter	Mid-peak	\$ 0.06237	\$ 0.06415	\$ 0.07927	\$ 0.06415	\$ 0.08016
TOU-GS-1-PRI-D	2018 Demand	Summer	On-Peak	\$ 14.20	\$ 14.50	\$ 16.98	\$ 14.50	\$ 17.13
TOU-GS-1-PRI-D	2018 Demand	Winter	Mid-peak	\$ 3.21	\$ 3.28	\$ 3.84	\$ 3.28	\$ 3.88
TOU-GS-1-PRI-E	2018 Energy	Summer	Off-Peak	\$ 0.05245	\$ 0.05403	\$ 0.06742	\$ 0.05403	\$ 0.06821
TOU-GS-1-PRI-E	2018 Energy	Summer	Mid-peak	\$ 0.09736	\$ 0.09986	\$ 0.12111	\$ 0.09986	\$ 0.12236
TOU-GS-1-PRI-E	2018 Energy	Summer	On-Peak	\$ 0.28200	\$ 0.28831	\$ 0.34189	\$ 0.28831	\$ 0.34504
TOU-GS-1-PRI-E	2018 Energy	Winter	Off-Peak	\$ 0.04287	\$ 0.04425	\$ 0.05596	\$ 0.04425	\$ 0.05665
TOU-GS-1-PRI-E	2018 Energy	Winter	Super Off-Peak	\$ 0.01839	\$ 0.01926	\$ 0.02668	\$ 0.01926	\$ 0.02712
TOU-GS-1-PRI-E	2018 Energy	Winter	Mid-peak	\$ 0.11662	\$ 0.11952	\$ 0.14414	\$ 0.11952	\$ 0.14559
TOU-GS-1-PRI-ES	2018 Energy	Summer	Off-Peak	\$ 0.03344	\$ 0.03462	\$ 0.04468	N/A	\$ 0.04527
TOU-GS-1-PRI-ES	2018 Energy	Summer	Mid-peak	\$ 0.11225	\$ 0.11506	\$ 0.13892		\$ 0.14032
TOU-GS-1-PRI-ES	2018 Energy	Summer	On-Peak	\$ 0.39856	\$ 0.40726	\$ 0.48125		\$ 0.48561
TOU-GS-1-PRI-ES	2018 Energy	Winter	Off-Peak	\$ 0.03919	\$ 0.04049	\$ 0.05156		\$ 0.05221
TOU-GS-1-PRI-ES	2018 Energy	Winter	Super Off-Peak	\$ 0.01603	\$ 0.01685	\$ 0.02386		\$ 0.02428
TOU-GS-1-PRI-ES	2018 Energy	Winter	Mid-peak	\$ 0.10898	\$ 0.11172	\$ 0.13500		\$ 0.13637

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TOU-GS-1-SUB-A	2018 Energy	Summer	Off-Peak	\$ 0.08950	\$ 0.09184	\$ 0.11172	\$ 0.09184	\$ 0.11289
TOU-GS-1-SUB-A	2018 Energy	Summer	Mid-peak	\$ 0.09434	\$ 0.09678	\$ 0.11750	\$ 0.09678	\$ 0.11872
TOU-GS-1-SUB-A	2018 Energy	Summer	On-Peak	\$ 0.10243	\$ 0.10504	\$ 0.12718	\$ 0.10504	\$ 0.12848
TOU-GS-1-SUB-A	2018 Energy	Winter	Off-Peak	\$ 0.04574	\$ 0.04717	\$ 0.05939	\$ 0.04717	\$ 0.06010
TOU-GS-1-SUB-A	2018 Energy	Winter	Mid-peak	\$ 0.05380	\$ 0.05541	\$ 0.06903	\$ 0.05541	\$ 0.06983
TOU-GS-1-SUB-B	2018 Energy	Summer	Off-Peak	\$ 0.03481	\$ 0.03603	\$ 0.04633	\$ 0.03603	\$ 0.04693
TOU-GS-1-SUB-B	2018 Energy	Summer	Mid-peak	\$ 0.03732	\$ 0.03858	\$ 0.04932	\$ 0.03858	\$ 0.04995
TOU-GS-1-SUB-B	2018 Energy	Summer	On-Peak	\$ 0.04152	\$ 0.04287	\$ 0.05435	\$ 0.04287	\$ 0.05502
TOU-GS-1-SUB-B	2018 Energy	Winter	Off-Peak	\$ 0.04703	\$ 0.04849	\$ 0.06093	\$ 0.04849	\$ 0.06166
TOU-GS-1-SUB-B	2018 Energy	Winter	Mid-peak	\$ 0.05510	\$ 0.05672	\$ 0.07058	\$ 0.05672	\$ 0.07139
TOU-GS-1-SUB-B	2018 Demand	Summer	Mid-peak	\$ 2.98	\$ 3.04	\$ 3.56	\$ 3.04	\$ 3.59
TOU-GS-1-SUB-B	2018 Demand	Summer	On-Peak	\$ 10.23	\$ 10.44	\$ 12.24	\$ 10.44	\$ 12.34
TOU-GS-1-SUB-D	2018 Energy	Summer	Off-Peak	\$ 0.02888	\$ 0.02997	\$ 0.03923	\$ 0.02997	\$ 0.03978
TOU-GS-1-SUB-D	2018 Energy	Summer	Mid-peak	\$ 0.05820	\$ 0.05990	\$ 0.07429	\$ 0.05990	\$ 0.07514
TOU-GS-1-SUB-D	2018 Energy	Summer	On-Peak	\$ 0.06687	\$ 0.06874	\$ 0.08466	\$ 0.06874	\$ 0.08559
TOU-GS-1-SUB-D	2018 Energy	Winter	Off-Peak	\$ 0.03676	\$ 0.03801	\$ 0.04865	\$ 0.03801	\$ 0.04927
TOU-GS-1-SUB-D	2018 Energy	Winter	Super Off-Peak	\$ 0.02137	\$ 0.02230	\$ 0.03025	\$ 0.02230	\$ 0.03072
TOU-GS-1-SUB-D	2018 Energy	Winter	Mid-peak	\$ 0.06163	\$ 0.06339	\$ 0.07839	\$ 0.06339	\$ 0.07927
TOU-GS-1-SUB-D	2018 Demand	Summer	On-Peak	\$ 14.00	\$ 14.29	\$ 16.74	\$ 14.29	\$ 16.88
TOU-GS-1-SUB-D	2018 Demand	Winter	Mid-peak	\$ 3.01	\$ 3.07	\$ 3.60	\$ 3.07	\$ 3.63
TOU-GS-1-SUB-E	2018 Energy	Summer	Off-Peak	\$ 0.05089	\$ 0.05243	\$ 0.06555	\$ 0.05243	\$ 0.06632
TOU-GS-1-SUB-E	2018 Energy	Summer	Mid-peak	\$ 0.09579	\$ 0.09826	\$ 0.11924	\$ 0.09826	\$ 0.12047
TOU-GS-1-SUB-E	2018 Energy	Summer	On-Peak	\$ 0.28044	\$ 0.28671	\$ 0.34002	\$ 0.28671	\$ 0.34316
TOU-GS-1-SUB-E	2018 Energy	Winter	Off-Peak	\$ 0.04131	\$ 0.04265	\$ 0.05409	\$ 0.04265	\$ 0.05477
TOU-GS-1-SUB-E	2018 Energy	Winter	Super Off-Peak	\$ 0.01682	\$ 0.01767	\$ 0.02482	\$ 0.01767	\$ 0.02524
TOU-GS-1-SUB-E	2018 Energy	Winter	Mid-peak	\$ 0.11506	\$ 0.11792	\$ 0.14227	\$ 0.11792	\$ 0.14370
TOU-GS-2-B	2018 Energy	Summer	Off-Peak	\$ 0.03615	\$ 0.03737	\$ 0.04777	\$ 0.03737	\$ 0.04838
TOU-GS-2-B	2018 Energy	Summer	Mid-peak	\$ 0.03861	\$ 0.03989	\$ 0.05072	\$ 0.03989	\$ 0.05135
TOU-GS-2-B	2018 Energy	Summer	On-Peak	\$ 0.04275	\$ 0.04411	\$ 0.05566	\$ 0.04411	\$ 0.05634
TOU-GS-2-B	2018 Energy	Winter	Off-Peak	\$ 0.02687	\$ 0.02790	\$ 0.03667	\$ 0.02790	\$ 0.03719
TOU-GS-2-B	2018 Energy	Winter	Mid-peak	\$ 0.05687	\$ 0.05852	\$ 0.07254	\$ 0.05852	\$ 0.07337
TOU-GS-2-B	2018 Demand	Summer	Mid-peak	\$ 4.50	\$ 4.59	\$ 5.37	\$ 4.59	\$ 5.42
TOU-GS-2-B	2018 Demand	Summer	On-Peak	\$ 13.53	\$ 13.81	\$ 16.18	\$ 13.81	\$ 16.32

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TOU-GS-2-D	2018 Energy	Summer	Off-Peak	\$ 0.03018	\$ 0.03128	\$ 0.04063	\$ 0.03128	\$ 0.04118
TOU-GS-2-D	2018 Energy	Summer	Mid-peak	\$ 0.05892	\$ 0.06062	\$ 0.07500	\$ 0.06062	\$ 0.07585
TOU-GS-2-D	2018 Energy	Summer	On-Peak	\$ 0.06812	\$ 0.07000	\$ 0.08599	\$ 0.07000	\$ 0.08694
TOU-GS-2-D	2018 Energy	Winter	Off-Peak	\$ 0.03566	\$ 0.03688	\$ 0.04719	\$ 0.03688	\$ 0.04779
TOU-GS-2-D	2018 Energy	Winter	Super Off-Peak	\$ 0.01451	\$ 0.01528	\$ 0.02189	\$ 0.01528	\$ 0.02228
TOU-GS-2-D	2018 Energy	Winter	Mid-peak	\$ 0.04693	\$ 0.04838	\$ 0.06067	\$ 0.04838	\$ 0.06139
TOU-GS-2-D	2018 Demand	Summer	On-Peak	\$ 19.27	\$ 19.67	\$ 23.04	\$ 19.67	\$ 23.24
TOU-GS-2-D	2018 Demand	Winter	Mid-peak	\$ 3.90	\$ 3.98	\$ 4.67	\$ 3.98	\$ 4.71
TOU-GS-2-E	2018 Energy	Summer	Off-Peak	\$ 0.03024	\$ 0.03135	\$ 0.04071	\$ 0.03135	\$ 0.04126
TOU-GS-2-E	2018 Energy	Summer	Mid-peak	\$ 0.05899	\$ 0.06069	\$ 0.07508	\$ 0.06069	\$ 0.07593
TOU-GS-2-E	2018 Energy	Summer	On-Peak	\$ 0.32141	\$ 0.32851	\$ 0.38886	\$ 0.32851	\$ 0.39241
TOU-GS-2-E	2018 Energy	Winter	Off-Peak	\$ 0.03573	\$ 0.03694	\$ 0.04727	\$ 0.03694	\$ 0.04788
TOU-GS-2-E	2018 Energy	Winter	Super Off-Peak	\$ 0.01458	\$ 0.01535	\$ 0.02197	\$ 0.01535	\$ 0.02236
TOU-GS-2-E	2018 Energy	Winter	Mid-peak	\$ 0.08764	\$ 0.08993	\$ 0.10934	\$ 0.08993	\$ 0.11048
TOU-GS-2-E	2018 Demand	Summer	On-Peak	\$ 4.22	\$ 4.31	\$ 5.05	\$ 4.31	\$ 5.09
TOU-GS-2-E	2018 Demand	Winter	Mid-peak	\$ 0.83	\$ 0.84	\$ 0.99	\$ 0.84	\$ 1.00
TOU-GS-2-PRI-B	2018 Energy	Summer	Off-Peak	\$ 0.03528	\$ 0.03649	\$ 0.04673	\$ 0.03649	\$ 0.04734
TOU-GS-2-PRI-B	2018 Energy	Summer	Mid-peak	\$ 0.03775	\$ 0.03901	\$ 0.04968	\$ 0.03901	\$ 0.05031
TOU-GS-2-PRI-B	2018 Energy	Summer	On-Peak	\$ 0.04189	\$ 0.04323	\$ 0.05463	\$ 0.04323	\$ 0.05530
TOU-GS-2-PRI-B	2018 Energy	Winter	Off-Peak	\$ 0.02600	\$ 0.02702	\$ 0.03564	\$ 0.02702	\$ 0.03614
TOU-GS-2-PRI-B	2018 Energy	Winter	Mid-peak	\$ 0.05600	\$ 0.05763	\$ 0.07151	\$ 0.05763	\$ 0.07232
TOU-GS-2-PRI-B	2018 Demand	Summer	Mid-peak	\$ 4.31	\$ 4.40	\$ 5.15	\$ 4.40	\$ 5.20
TOU-GS-2-PRI-B	2018 Demand	Summer	On-Peak	\$ 13.35	\$ 13.62	\$ 15.96	\$ 13.62	\$ 16.10
TOU-GS-2-PRI-D	2018 Energy	Summer	Off-Peak	\$ 0.02931	\$ 0.03040	\$ 0.03960	\$ 0.03040	\$ 0.04014
TOU-GS-2-PRI-D	2018 Energy	Summer	Mid-peak	\$ 0.05806	\$ 0.05973	\$ 0.07397	\$ 0.05973	\$ 0.07481
TOU-GS-2-PRI-D	2018 Energy	Summer	On-Peak	\$ 0.06725	\$ 0.06912	\$ 0.08496	\$ 0.06912	\$ 0.08589
TOU-GS-2-PRI-D	2018 Energy	Winter	Off-Peak	\$ 0.03480	\$ 0.03599	\$ 0.04615	\$ 0.03599	\$ 0.04675
TOU-GS-2-PRI-D	2018 Energy	Winter	Super Off-Peak	\$ 0.01364	\$ 0.01440	\$ 0.02086	\$ 0.01440	\$ 0.02124
TOU-GS-2-PRI-D	2018 Energy	Winter	Mid-peak	\$ 0.04607	\$ 0.04750	\$ 0.05963	\$ 0.04750	\$ 0.06035
TOU-GS-2-PRI-D	2018 Demand	Summer	On-Peak	\$ 19.13	\$ 19.52	\$ 22.87	\$ 19.52	\$ 23.07
TOU-GS-2-PRI-D	2018 Demand	Winter	Mid-peak	\$ 3.76	\$ 3.83	\$ 4.49	\$ 3.83	\$ 4.53

Energy rates are shown in \$/kWh and demand rates are shown in \$/kW.

Clean Power Alliance
2019 Phase 4 Non-residential Rate Schedules
Attachment 1 to Resolution 19-09-015

TOU-GS-2-PRI-E	2018 Energy	Summer	Off-Peak	\$ 0.02904	\$ 0.03012	\$ 0.03927	\$ 0.03012	\$ 0.03981
TOU-GS-2-PRI-E	2018 Energy	Summer	Mid-peak	\$ 0.05779	\$ 0.05946	\$ 0.07364	\$ 0.05946	\$ 0.07448
TOU-GS-2-PRI-E	2018 Energy	Summer	On-Peak	\$ 0.32021	\$ 0.32729	\$ 0.38742	\$ 0.32729	\$ 0.39096
TOU-GS-2-PRI-E	2018 Energy	Winter	Off-Peak	\$ 0.03453	\$ 0.03572	\$ 0.04583	\$ 0.03572	\$ 0.04642
TOU-GS-2-PRI-E	2018 Energy	Winter	Super Off-Peak	\$ 0.01337	\$ 0.01413	\$ 0.02053	\$ 0.01413	\$ 0.02091
TOU-GS-2-PRI-E	2018 Energy	Winter	Mid-peak	\$ 0.08644	\$ 0.08870	\$ 0.10790	\$ 0.08870	\$ 0.10903
TOU-GS-2-PRI-E	2018 Demand	Summer	On-Peak	\$ 4.19	\$ 4.28	\$ 5.01	\$ 4.28	\$ 5.06
TOU-GS-2-PRI-E	2018 Demand	Winter	Mid-peak	\$ 0.80	\$ 0.81	\$ 0.95	\$ 0.81	\$ 0.96
TOU-GS-2-PRI-R	2018 Energy	Summer	Off-Peak	\$ 0.03485	\$ 0.03604	\$ 0.04621	\$ 0.03604	\$ 0.04681
TOU-GS-2-PRI-R	2018 Energy	Summer	Mid-peak	\$ 0.08387	\$ 0.08607	\$ 0.10482	\$ 0.08607	\$ 0.10593
TOU-GS-2-PRI-R	2018 Energy	Summer	On-Peak	\$ 0.20775	\$ 0.21250	\$ 0.25295	\$ 0.21250	\$ 0.25533
TOU-GS-2-PRI-R	2018 Energy	Winter	Off-Peak	\$ 0.02557	\$ 0.02657	\$ 0.03511	\$ 0.02657	\$ 0.03562
TOU-GS-2-PRI-R	2018 Energy	Winter	Mid-peak	\$ 0.05556	\$ 0.05719	\$ 0.07099	\$ 0.05719	\$ 0.07180
TOU-GS-2-R	2018 Energy	Summer	Off-Peak	\$ 0.03615	\$ 0.03737	\$ 0.04777	\$ 0.03737	\$ 0.04838
TOU-GS-2-R	2018 Energy	Summer	Mid-peak	\$ 0.08517	\$ 0.08740	\$ 0.10638	\$ 0.08740	\$ 0.10750
TOU-GS-2-R	2018 Energy	Summer	On-Peak	\$ 0.20905	\$ 0.21383	\$ 0.25450	\$ 0.21383	\$ 0.25690
TOU-GS-2-R	2018 Energy	Winter	Off-Peak	\$ 0.02687	\$ 0.02790	\$ 0.03667	\$ 0.02790	\$ 0.03719
TOU-GS-2-R	2018 Energy	Winter	Mid-peak	\$ 0.05687	\$ 0.05852	\$ 0.07254	\$ 0.05852	\$ 0.07337
TOU-GS-2-SUB-B	2018 Energy	Summer	Off-Peak	\$ 0.03423	\$ 0.03542	\$ 0.04548	\$ 0.03542	\$ 0.04607
TOU-GS-2-SUB-B	2018 Energy	Summer	Mid-peak	\$ 0.03670	\$ 0.03794	\$ 0.04843	\$ 0.03794	\$ 0.04905
TOU-GS-2-SUB-B	2018 Energy	Summer	On-Peak	\$ 0.04084	\$ 0.04216	\$ 0.05337	\$ 0.04216	\$ 0.05403
TOU-GS-2-SUB-B	2018 Energy	Winter	Off-Peak	\$ 0.02495	\$ 0.02595	\$ 0.03438	\$ 0.02595	\$ 0.03488
TOU-GS-2-SUB-B	2018 Energy	Winter	Mid-peak	\$ 0.05495	\$ 0.05656	\$ 0.07025	\$ 0.05656	\$ 0.07106
TOU-GS-2-SUB-B	2018 Demand	Summer	Mid-peak	\$ 3.99	\$ 4.07	\$ 4.77	\$ 4.07	\$ 4.81
TOU-GS-2-SUB-B	2018 Demand	Summer	On-Peak	\$ 13.03	\$ 13.30	\$ 15.58	\$ 13.30	\$ 15.71
TOU-GS-2-SUB-D	2018 Energy	Summer	Off-Peak	\$ 0.02826	\$ 0.02933	\$ 0.03834	\$ 0.02933	\$ 0.03887
TOU-GS-2-SUB-D	2018 Energy	Summer	Mid-peak	\$ 0.05701	\$ 0.05866	\$ 0.07271	\$ 0.05866	\$ 0.07354
TOU-GS-2-SUB-D	2018 Energy	Summer	On-Peak	\$ 0.06621	\$ 0.06805	\$ 0.08371	\$ 0.06805	\$ 0.08463
TOU-GS-2-SUB-D	2018 Energy	Winter	Off-Peak	\$ 0.03375	\$ 0.03492	\$ 0.04490	\$ 0.03492	\$ 0.04549
TOU-GS-2-SUB-D	2018 Energy	Winter	Super Off-Peak	\$ 0.01259	\$ 0.01333	\$ 0.01961	\$ 0.01333	\$ 0.01997
TOU-GS-2-SUB-D	2018 Energy	Winter	Mid-peak	\$ 0.04502	\$ 0.04643	\$ 0.05838	\$ 0.04643	\$ 0.05908
TOU-GS-2-SUB-D	2018 Demand	Summer	On-Peak	\$ 18.86	\$ 19.25	\$ 22.56	\$ 19.25	\$ 22.75
TOU-GS-2-SUB-D	2018 Demand	Winter	Mid-peak	\$ 3.50	\$ 3.57	\$ 4.18	\$ 3.57	\$ 4.22
TC-1	2018 Energy	All_Year	Total	\$ 0.04990	\$ 0.05136	\$ 0.06370	N/A	\$ 0.06443

Energy rates are shown in \$/kWh and demand rates are shown in \$/kW.

RESOLUTION NO. 19-09-016**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CLEAN POWER ALLIANCE OF SOUTHERN CALIFORNIA
TO APPROVE ADJUSTED 2019 RATES FOR PHASE 3 RESIDENTIAL
CUSTOMERS**

THE BOARD OF DIRECTORS OF THE CLEAN POWER ALLIANCE OF SOUTHERN CALIFORNIA DOES HEREBY FIND, RESOLVE, AND ORDER AS FOLLOWS:

WHEREAS, the Clean Power Alliance of Southern California (formerly known as Los Angeles Community Choice Energy Authority) ("Clean Power Alliance" or "CPA") was formed on June 27, 2017; and

WHEREAS, the CPA Board of Directors directed staff to procure power supply to provide three energy products (36% renewable, 50% renewable, and 100% renewable) and maximize non-emitting energy resources for the non-renewable portions of the portfolio; and

WHEREAS, the CPA Board of Directors also sought to set rates that are lower or competitive with those offered by SCE for similar products and provide price stability; and

WHEREAS, SCE is implementing rate changes requiring adjustments by CPA to realign with previously approved bill comparisons for Phase 3 rate schedules for residential customers; and

WHEREAS, SCE's rate changes are effective as of July 26, 2019.

NOW THEREFORE, BE IT DETERMINED, ORDER, AND RESOLVED, BY THE BOARD OF DIRECTORS OF THE CLEAN POWER ALLIANCE OF SOUTHERN CALIFORNIA THAT:

1. The proposed Phase 3 rate schedules as presented in Attachment 1 are hereby approved effective as of September 9, 2019.

APPROVED AND ADOPTED this ____ day of _____ 2019.

Chair

ATTEST:

Secretary

Clean Power Alliance
2019 Phase 3 Residential Rate Schedules
Attachment 1 to Resolution 19-09-016

CPA Rate	PCIA VINTAGE	TYPE	SEASON	TOU PERIOD	LEAN	CLEAN	100% GREEN	DEFAULT CARE 100% GREEN	DEFAULT 100% GREEN
DOMESTIC	2018	Energy	All_Year	Total	\$ 0.06689	\$ 0.06884	\$ 0.08540	\$ 0.06884	\$ 0.08637
DWL	2018	Energy	All_Year	Total	\$ 0.03053	\$ 0.03149	\$ 0.03965	N/A	\$ 0.04013
TOU-D-4	2018	Energy	Summer	Off-Peak	\$ 0.04501	\$ 0.04651	\$ 0.05923	\$ 0.04651	\$ 0.05998
TOU-D-4	2018	Energy	Summer	Mid-peak	\$ 0.05083	\$ 0.05245	\$ 0.06620	\$ 0.05245	\$ 0.06700
TOU-D-4	2018	Energy	Summer	On-Peak	\$ 0.19199	\$ 0.19651	\$ 0.23497	\$ 0.19651	\$ 0.23723
TOU-D-4	2018	Energy	Winter	Off-Peak	\$ 0.09848	\$ 0.10108	\$ 0.12317	\$ 0.10108	\$ 0.12447
TOU-D-4	2018	Energy	Winter	Super Off-Peak	\$ (0.00214)	\$ (0.00161)	\$ 0.00286	\$ (0.00161)	\$ 0.00312
TOU-D-4	2018	Energy	Winter	Mid-peak	\$ 0.07509	\$ 0.07720	\$ 0.09519	\$ 0.07720	\$ 0.09625
TOU-D-5	2018	Energy	Summer	Off-Peak	\$ 0.04774	\$ 0.04929	\$ 0.06249	\$ 0.04929	\$ 0.06327
TOU-D-5	2018	Energy	Summer	Mid-peak	\$ 0.06377	\$ 0.06565	\$ 0.08166	\$ 0.06565	\$ 0.08260
TOU-D-5	2018	Energy	Summer	On-Peak	\$ 0.25973	\$ 0.26565	\$ 0.31598	\$ 0.26565	\$ 0.31894
TOU-D-5	2018	Energy	Winter	Off-Peak	\$ 0.10167	\$ 0.10433	\$ 0.12698	\$ 0.10433	\$ 0.12831
TOU-D-5	2018	Energy	Winter	Super Off-Peak	\$ (0.00061)	\$ (0.00005)	\$ 0.00468	\$ (0.00005)	\$ 0.00496
TOU-D-5	2018	Energy	Winter	Mid-peak	\$ 0.08026	\$ 0.08248	\$ 0.10138	\$ 0.08248	\$ 0.10249
TOU-D-A	2018	Energy	Summer	Off-Peak	\$ 0.05247	\$ 0.05413	\$ 0.06816	\$ 0.05413	\$ 0.06898
TOU-D-A	2018	Energy	Summer	Super Off-Peak	\$ 0.03426	\$ 0.03554	\$ 0.04638	\$ 0.03554	\$ 0.04702
TOU-D-A	2018	Energy	Summer	On-Peak	\$ 0.20669	\$ 0.21151	\$ 0.25255	\$ 0.21151	\$ 0.25496
TOU-D-A	2018	Energy	Winter	Off-Peak	\$ 0.04204	\$ 0.04347	\$ 0.05568	\$ 0.04347	\$ 0.05640
TOU-D-A	2018	Energy	Winter	Super Off-Peak	\$ 0.03527	\$ 0.03657	\$ 0.04759	\$ 0.03657	\$ 0.04823
TOU-D-A	2018	Energy	Winter	On-Peak	\$ 0.11079	\$ 0.11365	\$ 0.13789	\$ 0.11365	\$ 0.13932
TOU-D-B	2018	Energy	Summer	Off-Peak	\$ 0.05247	\$ 0.05413	\$ 0.06816	\$ 0.05413	\$ 0.06898
TOU-D-B	2018	Energy	Summer	Super Off-Peak	\$ 0.00732	\$ 0.00804	\$ 0.01417	\$ 0.00804	\$ 0.01453
TOU-D-B	2018	Energy	Summer	On-Peak	\$ 0.31790	\$ 0.32502	\$ 0.38552	\$ 0.32502	\$ 0.38908
TOU-D-B	2018	Energy	Winter	Off-Peak	\$ 0.04204	\$ 0.04347	\$ 0.05568	\$ 0.04347	\$ 0.05640
TOU-D-B	2018	Energy	Winter	Super Off-Peak	\$ 0.00789	\$ 0.00863	\$ 0.01485	\$ 0.00863	\$ 0.01522
TOU-D-B	2018	Energy	Winter	On-Peak	\$ 0.08808	\$ 0.09046	\$ 0.11073	\$ 0.09046	\$ 0.11192
TOU-D-PRIME	2018	Energy	Summer	Off-Peak	\$ 0.02770	\$ 0.02884	\$ 0.03853	\$ 0.02884	\$ 0.03910
TOU-D-PRIME	2018	Energy	Summer	Mid-peak	\$ 0.09152	\$ 0.09398	\$ 0.11485	\$ 0.09398	\$ 0.11607
TOU-D-PRIME	2018	Energy	Summer	On-Peak	\$ 0.20631	\$ 0.21113	\$ 0.25209	\$ 0.21113	\$ 0.25450
TOU-D-PRIME	2018	Energy	Winter	Off-Peak	\$ 0.02349	\$ 0.02455	\$ 0.03351	\$ 0.02455	\$ 0.03403
TOU-D-PRIME	2018	Energy	Winter	Super Off-Peak	\$ 0.02349	\$ 0.02455	\$ 0.03351	\$ 0.02455	\$ 0.03403
TOU-D-PRIME	2018	Energy	Winter	Mid-peak	\$ 0.17029	\$ 0.17437	\$ 0.20903	\$ 0.17437	\$ 0.21107

Energy rates are shown in \$/kWh.

Clean Power Alliance
2019 Phase 3 Residential Rate Schedules
Attachment 1 to Resolution 19-09-016

TOU-D-T	2018 Energy	Summer	Off-Peak	\$ 0.08852	\$ 0.09092	\$ 0.11126	\$ 0.09092	\$ 0.11246
TOU-D-T	2018 Energy	Summer	On-Peak	\$ 0.10013	\$ 0.10277	\$ 0.12514	\$ 0.10277	\$ 0.12646
TOU-D-T	2018 Energy	Winter	Off-Peak	\$ 0.05160	\$ 0.05323	\$ 0.06711	\$ 0.05323	\$ 0.06793
TOU-D-T	2018 Energy	Winter	On-Peak	\$ 0.05953	\$ 0.06133	\$ 0.07660	\$ 0.06133	\$ 0.07749
TOU-EV-1	2018 Energy	Summer	Off-Peak	\$ 0.00561	\$ 0.00630	\$ 0.01212	N/A	\$ 0.01247
TOU-EV-1	2018 Energy	Summer	On-Peak	\$ 0.20435	\$ 0.20912	\$ 0.24975		\$ 0.25214
TOU-EV-1	2018 Energy	Winter	Off-Peak	\$ 0.01249	\$ 0.01332	\$ 0.02035		\$ 0.02077
TOU-EV-1	2018 Energy	Winter	On-Peak	\$ 0.07083	\$ 0.07286	\$ 0.09011		\$ 0.09112

Market Rate Adjustment Credit for NEM Customers

CPA RATE	PCIA VINTAGE	TYPE	SEASON	TOU PERIOD	LEAN	CLEAN	100% GREEN	DEFAULT CARE 100% GREEN	DEFAULT CARE 100% GREEN
NEM-TOU-D-4	2018	Energy	Winter	Super Off-Peak	\$0.00214	\$0.00161	N/A	N/A	\$0.00161
NEM-TOU-D-5	2018	Energy	Winter	Super Off-Peak	\$0.00061	\$0.00005	N/A	N/A	\$0.00005

For Lean Power, Clean Power, and Default CARE 100% Green Power, the PCIA for vintage 2018 customers is higher than the winter super off-peak CPA generation rate for domestic customers on the TOU-D-4 and TOU-D-5 rate schedules.

Included in the Phase 3 rate schedules is a proposed rate adjustment credit during the winter super off-peak period for Net Energy Metering (NEM) customers on these rates that is intended to offset the amount by which the PCIA is higher than the super off-peak rate. This off-setting market rate adjustment credit will ensure that NEM customer will not be charged for their excess generation during the winter super off-peak period.

(The super off-peak period is every winter day from 8:00am - 4:00pm for TOU-D-4, and 8:00am to 5:00pm for TOU-D-5. Winter season commences at 12:00 a.m. on October 1 of each year and continues until 12:00 a.m. on June 1 of the following year.)

Energy rates are shown in \$/kWh.

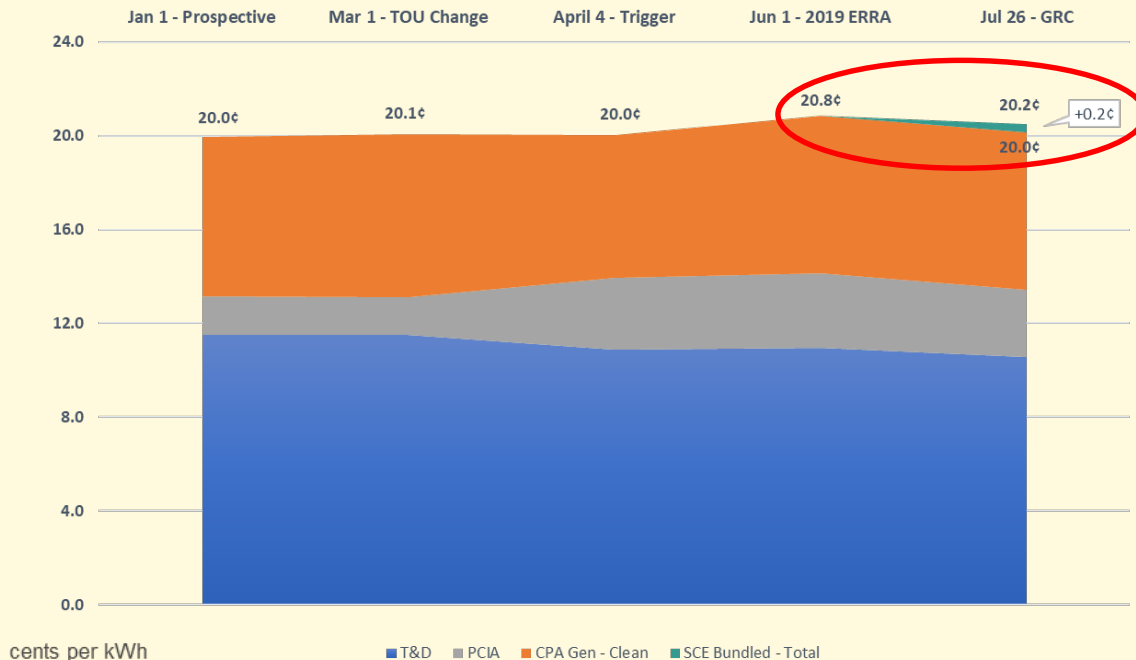


September Rates Proposal

Introduction

- Staff is recommending a rate change effective September 9 to realign CPA rates with the bill comparisons approved by the Board throughout 2019
 - On July 26 SCE implemented its General Rate Case rate changes resulting in a rate decrease for all customers of approximately 3%
 - This rate change caused average SCE generation rates to go down, however a new, lower PCIA caused CPA's rates to go down by even more than SCE rates
 - Average CPA customer bills are now slightly below the bill comparisons approved by the Board throughout 2019
- Staff conducted analysis of financial and customer impacts of returning to June rate comparison levels
 - This realignment will result in an additional expected \$4-\$5 million in revenue between September and December 2019 while still resulting in lower customer bills than in June

2019 Rates Movement – DOMESTIC (Clean Power)

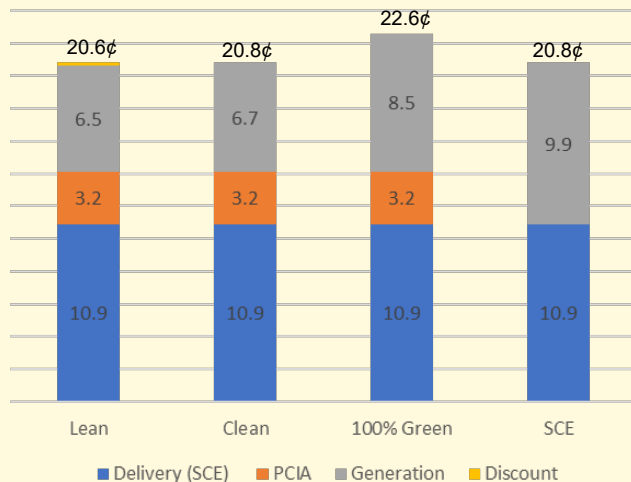


- While there have been many rate changes throughout 2019 to accommodate fluctuating PCIA and generation rates, overall customer rates have returned very close to January levels.
- SCE's July 26 rate change resulted in 0.2¢/kWh lower rates for CPA residential customers compared to SCE's base rate. Proposed rate change would close this gap

Today's Proposed Rate Adjustment – DOMESTIC Rate

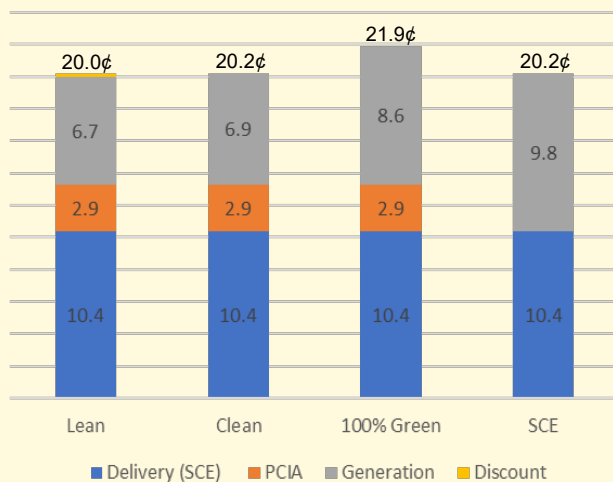
Rates Approved June 6th

DOMESTIC Rates (cents/kWh)



Today's Proposed Rates

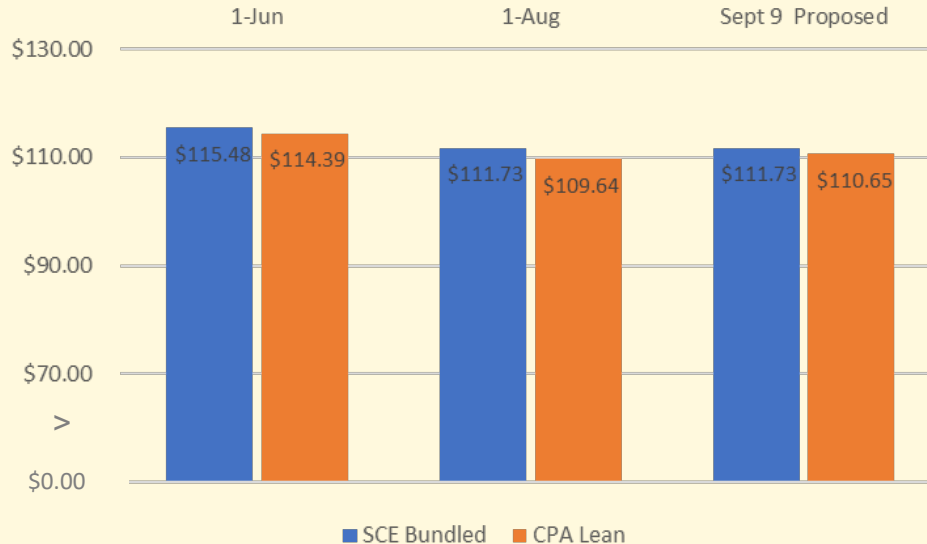
DOMESTIC Rates (cents/kWh)



DOMESTIC is the most common residential rate.

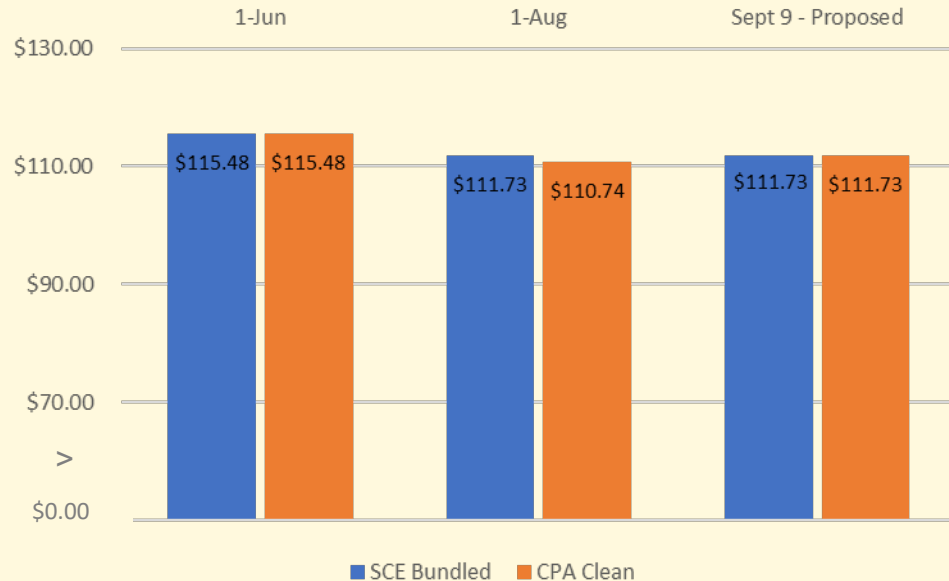
*Previous versions of this graphic utilized tariff rates. Exhibit above illustrates rates calculated from the Joint Rate Comparison.

Average Customer Bill – DOMESTIC (Lean Power)



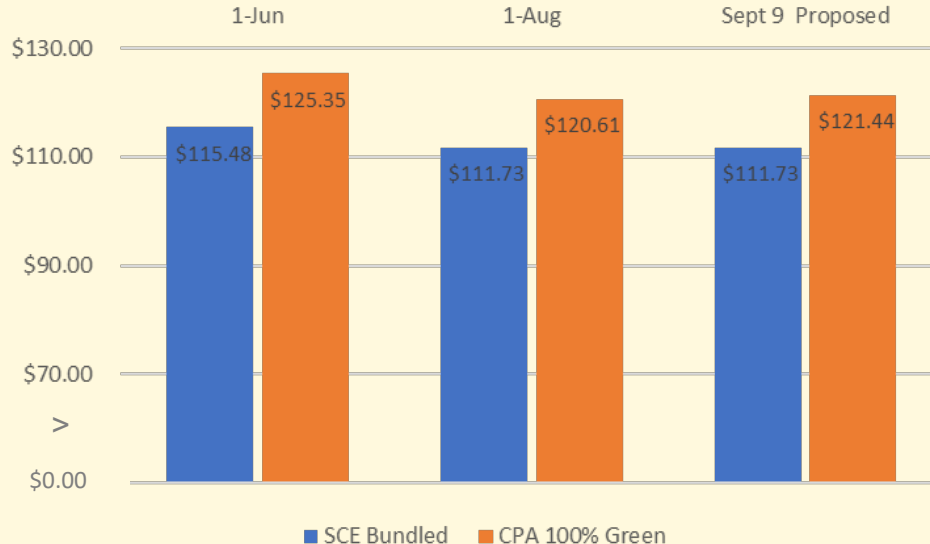
- Proposed rate change to average residential customer bill is \$1.01 per month
- Average Lean customer would still be saving \$3.74 per month relative to June
- Lean customer rates would remain 1% less than SCE base rate

Average Customer Bill – DOMESTIC (Clean Power)



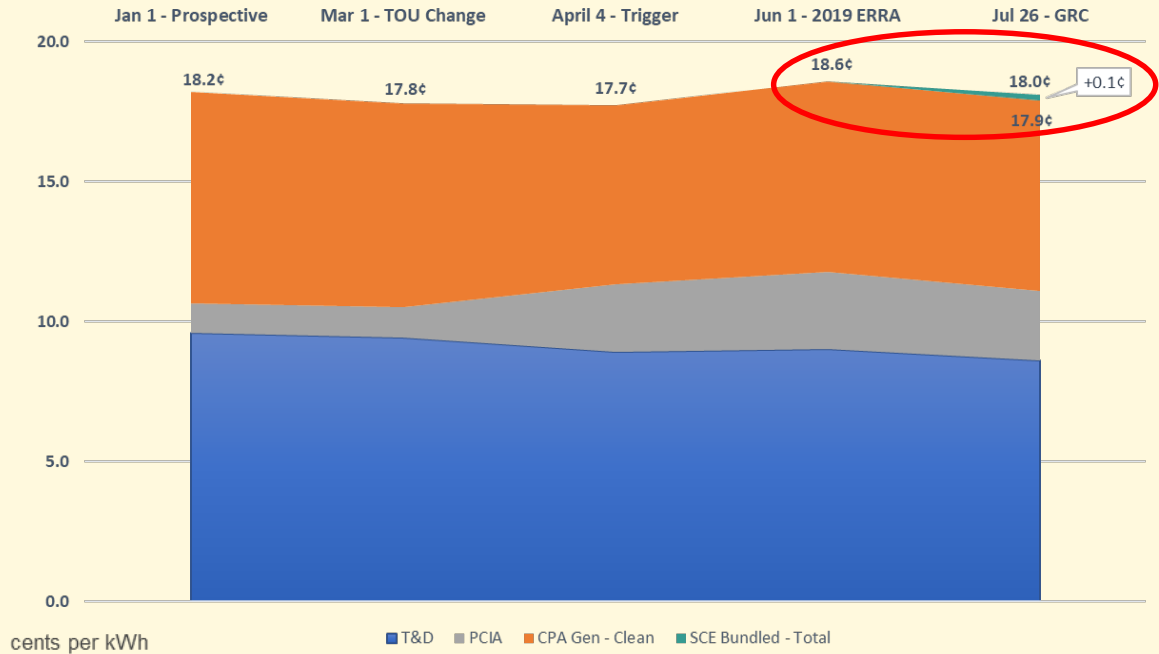
- Proposed rate change to average residential customer bill is \$0.99 per month
- Average Clean customer would still be saving \$3.75 per month relative to June
- Clean customer rates would remain at parity with SCE base rates

Average Customer Bill – DOMESTIC (100% Green Power)



- Proposed rate change to average residential customer bill is \$0.83 per month
- Average 100% Green customer would still be saving \$3.91 per month relative to June
- 100% Green customer rates would remain at 9% premium to SCE base rates

2019 Rates Movement – TOU-GS-1-E (Clean Power)

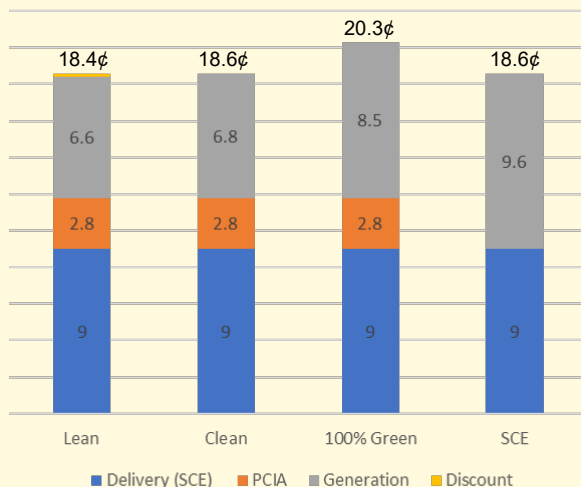


- Rates for commercial customers are now below January levels
- SCE's July 26 rate change resulted in an overall per kWh rate delta of 0.1¢ for small business customers. Proposed rate change would close this small delta.

Today's Proposed Rate Adjustment – TOU-GS-1-E Rate

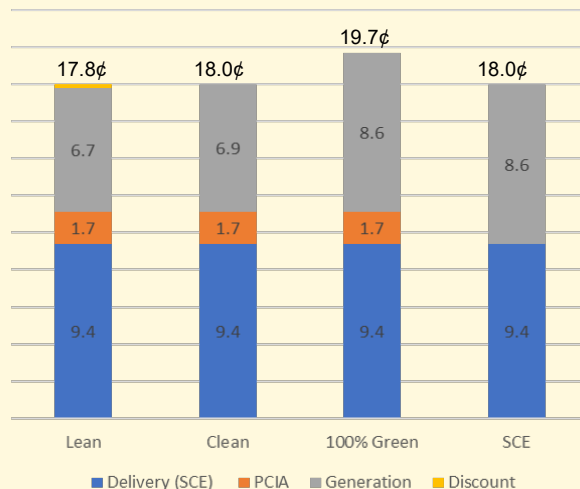
Rates Approved June 6th

TOU-GS-1-E Rate (Cents/kWh)



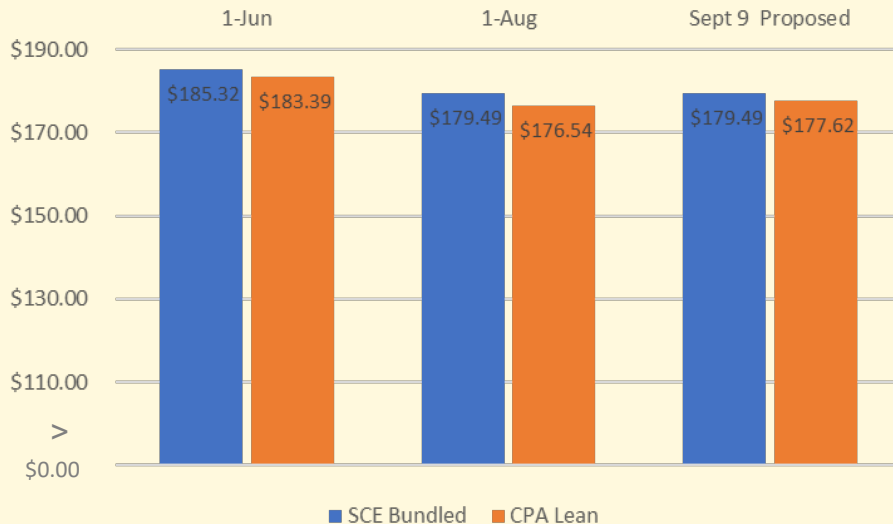
Today's Proposed Rates

TOU-GS-1-E Rate (Cents/kWh)



TOU-GS-1-E is the most common commercial rate.

Average Customer Bill – TOU-GS-1-E (Lean Power)



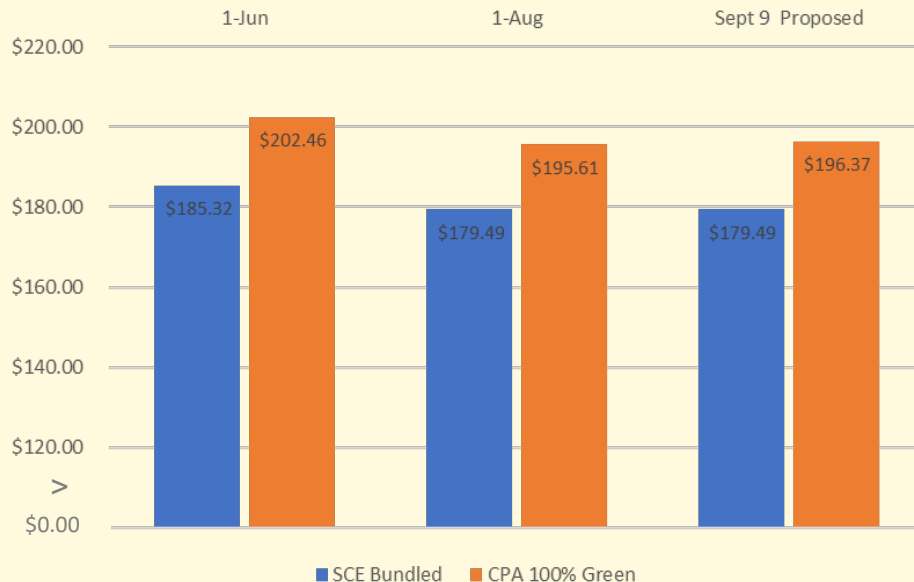
- Proposed rate change to average small business customer bill is \$1.08 per month
- Average Lean customer would still be saving \$5.77 per month relative to June
- Lean customer rates would remain 1% less than SCE base rate

Average Customer Bill – TOU-GS-1-E (Clean Power)



- Proposed rate change to average small business customer bill is \$1.04 per month
- Average Clean customer would still be saving \$5.81 per month relative to June
- Clean customer rates would remain at parity with SCE base rates

Average Customer Bill – TOU-GS-1-E (100% Green Power)



- Proposed rate change to average small business customer bill is \$0.76 per month
- Average 100% Green customer would still be saving \$6.09 per month relative to June
- 100% Green customer rates would remain at a 9% premium to SCE base rates

Summary

- After numerous fluctuations to rates and specific rate components over the first half of 2019, overall customer rates are back close to January levels
- After a deliberate analysis of the financial impacts of SCE's most recent rate change, staff is proposing to realign our rates to maintain 2019 bill comparison targets
 - This rate change will still give customers a rate reduction of approximately 3% compared to June, while allowing CPA to collect much-needed additional revenue
 - Rates will continue to reflect a 1% savings for Lean Power, parity for Clean Power and a 9% premium for 100% Green Power
- CPA is aware of at least two upcoming SCE rate changes – one in January 2020 and one in April 2020. Staff would recommend a similarly deliberate approach to deciding whether or not to follow those rate changes

Staff Report – Agenda Item 8

To: Clean Power Alliance (CPA) Board of Directors

From: Monique Edwards, Director of Technology Integration and Data Analytics

Approved By: Ted Bardacke, Executive Director

Subject: Approve Employee Handbook Amendments

Date: September 5, 2019

RECOMMENDATION

Adopt Resolution 19-09-017 to approve amendments to CPA's Employee Handbook to clarify and revise information regarding the procedures, practices, policies, and non-salary benefits for CPA employees.

SUMMARY

In July 2018, the Board approved an Employee Handbook that sets policies and procedures governing employment at CPA. Employee benefits are also outlined in the Employee Handbook and are subsequently detailed in an Employee Benefits Guide.

CPA employee benefits are significantly below market compared to other CCAs and other high-quality private and public sector employers with whom CPA competes for talent and employee retention. Recognizing the need to revise benefits accordingly, the FY 2019/2020 Board-approved budget included an allowance for an increase in personnel costs to accommodate a benefits revision, particularly in the areas of retirement contribution and health care.

The table on the following page shows a comparison of major benefits offered by other CCAs along with CPA's current benefits. Also included in the table are three options staff presented to the Executive Committee on August 21, 2019. All options presented to the Executive Committee were within the benefits revision allowance contemplated in the Board-approved FY 2019/2020 budget.

As a result of feedback received from the Executive Committee, staff is proposing benefits highlighted in yellow in the table. Additional provisions in red were added as a result of Executive Committee feedback and subsequent staff research.

CCA	Retirement	Health/Dental/Vision (HDV)	Transportation
MCE	<ul style="list-style-type: none"> 10% contribution No required employee contribution 4-year equal annual amount ownership 	<ul style="list-style-type: none"> \$1575/month max allowance for HDV \$500 cash out 	<ul style="list-style-type: none"> \$265/month for public transit commuters \$20/month for bike commuters
SCP	<ul style="list-style-type: none"> Up to 8% match contribution Immediate ownership 	<ul style="list-style-type: none"> \$1250/month max allowance for HV Fully paid Dental \$525 cash out 	<ul style="list-style-type: none"> NA
PCE	<ul style="list-style-type: none"> Up to 10% contribution 6% direct contribution/4% match 4-year equal annual amount ownership 	<ul style="list-style-type: none"> \$1000/month max allowance for Health Fully paid Dental plus \$300/year for dependents Fully paid Vision for employee and dependents No cash out 	<ul style="list-style-type: none"> Auto allowance of between \$200 and \$320/month for managers and executives respectively
MBCP	<ul style="list-style-type: none"> Up to 10% match contribution Immediate ownership Additional 14% contribution (7% employer/7% employee) by opting out of Social Security 	<ul style="list-style-type: none"> \$1200/month max allowance for HDV \$600 cash out 	<ul style="list-style-type: none"> N/A
EBCE	<ul style="list-style-type: none"> Up to 6% match contribution 2-year equal annual amount ownership Additional 14% contribution (7% employer/7% employee) by opting out of Social Security 	<ul style="list-style-type: none"> \$1250/month max allowance for HDV \$600 cash out 	<ul style="list-style-type: none"> \$400/month executive auto allowance \$150/month public transportation commuter contribution \$75/month walk/bike commuter benefit
SVCE	<ul style="list-style-type: none"> 10% contribution 10% required employee contribution Immediate ownership 	<ul style="list-style-type: none"> \$1000/month max allowance for HDV No cash out 	<ul style="list-style-type: none"> \$200/month FSA contribution (can be used for health as well)
CPA Current	<ul style="list-style-type: none"> Up to 3.5% match contribution Immediate ownership 	<ul style="list-style-type: none"> Full HDV coverage for employee at Kaiser Kaiser-level cash allowance for PPO plans Cash out at Kaiser level No dependent coverage or allowance 	<ul style="list-style-type: none"> N/A
CPA Proposed Option #1	<ul style="list-style-type: none"> Up to 10% contribution 6% direct contribution/4% match Immediate ownership 	<ul style="list-style-type: none"> Full HDV coverage for employee and dependents at Kaiser Kaiser-level allowance for employee and dependents for PPO plans \$400 cash out 	<ul style="list-style-type: none"> \$200/month for use of any non-auto mode for commuting
CPA Proposed Option #2	<ul style="list-style-type: none"> Up to 10% contribution 6% direct contribution/4% match 2-year equal amount annual ownership 	<ul style="list-style-type: none"> Full HDV coverage for employee at Kaiser \$200 \$0 co-pay for dependent coverage Kaiser-level allowance for employee and dependents (less any co-pay) for PPO plans Co-pay level to be determined annually \$400 \$500 cash out 	<ul style="list-style-type: none"> \$200/month for use of any non-auto mode for commuting or for commuting by fully Electric Vehicle
CPA Proposed Option #3	<ul style="list-style-type: none"> Up to 10% contribution 6% direct contribution/4% match 3-year equal amount annual ownership 	<ul style="list-style-type: none"> \$1200/month max allowance for HDV \$400 cash out 	<ul style="list-style-type: none"> N/A

DISCUSSION*Retirement*

Staff is proposing an increase of the retirement contribution from the current 3.5% maximum match to a 10% maximum contribution divided on a 60/40 basis between a 6% direct contribution and an up to 4% match contribution, similar to the structure used by Peninsula Clean Energy (PCE). The 60:40 proposal attempts to strike a balance between allowing all employees to benefit from some retirement contribution regardless of their current cash flow situation and providing an incentive for employees to save their own funds for retirement. The 60:40 ratio will not cause any current CPA employees to have to increase their current retirement deduction to receive the full match amount.

At CPA's staffing levels projected for the end of FY 2019/2020, the cost of this increase in retirement benefits is approximately \$300,000 annually compared to current retirement benefits costs of \$130,000 annually pro-rated for the same projected end of FY 2019/2020 staffing levels.

While this increase would bring CPA more in-line with what is offered by other CCAs, it maintains CPA's avoidance of long-term pension liabilities by continuing to structure its retirement benefits as a defined contribution plan (similar to a 401k) rather than a defined benefits plan (such as CalPERS). As an additional measure to lower CPA's retirement contribution costs and as an incentive for employee retention, staff is proposing a three-year equal annual amount step-up ownership period for CPA contributions to individual employee retirement accounts. The amount of savings from instituting ownership periods will be realized in future fiscal years and will depend on the rate and timing of employee turnover, along with the salaries of those employees who do leave. The Executive Committee recommended a three-year equal annual amount step-up ownership period for CPA contributions to individual employee retirement accounts.

Health/Dental/Vision (HDV)

Staff received input from the Executive Committee on three options for improving health benefits. Each of these options makes CPA a more attractive employer in a tight labor market but deals with a key challenge for CPA – options for dependent coverage – in

different ways. Currently CPA makes no allowance for, or contribution to, dependent coverage, making CPA less attractive to current and potential employees with families.

As detailed above, Option #1 was to offer full coverage at the Kaiser Platinum level for employees and dependents. Option #2 was to offer full coverage at the Kaiser Platinum level for employees and then to cover dependents with a \$200 employee co-pay. Option #3 was to offer a maximum \$1,200 allowance for employees to use towards the cost of their own health coverage and that of their dependents.

Based on CPA's expected number of employees by the end of FY 2019/2020, the cost of Option #1 is approximately \$280,000 annually, while the cost of Options #2 and #3 are nearly equal, at approximately \$250,000 annually. For reference, CPA's current HDV costs, assuming the same number of employees, is approximately \$180,000 annually.

Staff is proposing Option #2 with a modification that would make it equal to Option #1 during the current fiscal year (\$0 copay for dependents). This option preserves the structure of allowing for a copay for dependents in the future should health care costs and/or CPA's fiscal situation warrant it. The potential cost of this option could grow if CPA's employee base starts to skew towards more people with a greater number of dependents and/or if employees with dependents who have other health care options choose not to take a cash out option. For this latter reason, staff is also proposing a \$500 cash out provision instead of the original \$400.

CPA's current policy of providing basic dental and vision insurance at no cost to the employee would be extended to dependents as well under this proposal.

Transportation Allowance

CPA draws employees from a very large geographic territory. These employees use a mix of modes to commute to work – walking, bus (both DASH and Metro), light rail, heavy rail (Metrolink), and driving are all used. Currently CPA does not incentivize any form of employee transportation – it does not pay for employee parking, nor does it offer reimbursements for public transportation use.

Staff is proposing and the Executive Committee supports a \$200 monthly transportation allowance for employees who use public transportation or who walk/bike as their principal means of commuting. This is intended not only to incentivize the use of public transportation for those who live farther away but also account for generally higher housing costs in areas that are walking/biking distance from CPA's offices.

Life and long-term disability insurance

Staff is proposing and the Executive Committee supports to add employer-sponsored life and long-term disability insurance at an annual cost of approximately \$25,000. Employer sponsored insurance of this type also provides employees access to a wide array of voluntary insurance coverages and tax-free benefits. The cost of these voluntary items would be fully borne by the employee.

Other Employee Handbook Amendments

In conjunction with the benefits revisions, staff is proposing a number of amendments to the Employee Handbook. These amendments were identified by CPA's General Counsel, in conjunction with CPA's employment counsel, as needing revision based on evolving state law and to reduce exposure to employment-related litigation. Amendments are also needed to cover state mandates that apply to employers with more than 25 employees, a number which CPA expects to surpass sometime in 2020.

Key proposed amendments include:

- Application of gender-neutral language throughout the handbook
- Changes to the Pregnancy Disability Leave section to clarify that parental leave benefits apply to new mothers and fathers alike
- Inclusion of provisions for non-exempt employees to address work hours, rest periods, timekeeping, and overtime
- Addition of language to address cybersecurity
- Addition of anti-nepotism language
- Addition of a "Disciplinary Action" section
- Modification of language to clarify outside employment guidelines

- Update to holidays by replacing Indigenous Peoples/Columbus Day with Christmas Eve, leaving the number of paid holidays the same
- Granting of 40 hours (1 week) of personal time off (PTO) to all exempt employees after completion of the employee's introductory period

FISCAL IMPACT

The recommended benefits revisions have been budgeted for in the staffing line item of the Board-approved FY 2019/2020 budget. The amendments to the Employee Handbook do not have a direct fiscal impact.

Attachments: 1) Resolution 19-09-017
 2) Amended Employee Handbook

RESOLUTION NO. 19-09-017**RESOLUTION OF THE BOARD OF DIRECTORS OF CLEAN POWER ALLIANCE
OF SOUTHERN CALIFORNIA TO APPROVE MODIFICATIONS TO THE CPA
EMPLOYEE HANDBOOK AND BENEFITS**

**THE BOARD OF DIRECTORS OF CLEAN POWER ALLIANCE OF
SOUTHERN CALIFORNIA HEREBY RESOLVES AS FOLLOWS:**

WHEREAS, Clean Power Alliance of Southern California (formerly known as Los Angeles Community Choice Energy Authority) ("Clean Power Alliance" or "CPA") was formed on June 27, 2017;

WHEREAS, on August 16, 2018, the Board of Directors ("Board") adopted and approved Resolution 18-012 approving the original version of the Employee Handbook;

WHEREAS, the Employee Handbook was a representation of CPA's desire to be a leader in fair and equitable treatment of employees, to foster an open, cooperative, and dynamic working environment, and to recognize the valuable resource that CPA staff represent;

WHEREAS, the Employee Handbook serves as a guide and to provide information about working conditions, benefits, practices, and other policies regarding employment with CPA. The Employee Handbook does not cover all issues regarding employment, and is not intended to be a binding contract;

WHEREAS, the Board intends and desires to have the Employee Handbook reviewed from time to time and to supplement, amend, or rescind any policies or portion of the Employee Handbook as is necessary or beneficial to CPA;

WHEREAS, a revision of the Employee Handbook is now necessary and beneficial to reflect CPA's current and anticipated operational situation; and,

WHEREAS, the revised Employee Handbook has been presented to the Board and attached to the September 5, 2019 Board Agenda.

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF DIRECTORS OF THE CLEAN POWER ALLIANCE OF SOUTHERN CALIFORNIA that the revised Employee Handbook, as presented to the Board or in a substantially similar form, is hereby approved effective September __, 2019, and a copy will be distributed to each CPA employee and any future employees upon hire.

APPROVED AND ADOPTED this ____ day of _____ 2019.

Chair

ATTEST:

Secretary



CLEAN POWER ALLIANCE OF SOUTHERN CALIFORNIA

EMPLOYEE HANDBOOK

September 2019

Welcome to Clean Power Alliance of Southern California

Dear CPA Employee:

Congratulations on your employment with Clean Power Alliance of Southern California (CPA)! We at CPA share great pride and passion in the work we do, and we're glad you're joining us to help advance our mission for the benefit of our customers, our environment, and our communities.

As an employee of CPA, you are our most valuable resource. With your talent and abilities, as well as those of the rest of our team, we plan to continue fostering an open, cooperative and dynamic environment. It is our hope that you find CPA a rewarding place to work.

Information regarding the procedures, practices, policies and benefits of CPA are contained within this handbook and we encourage you to review carefully and become familiar with them. CPA's policies may change from time to time, and employees are expected to comply with the most current provisions.

If you would like further information or have questions about any of the information outlined in this handbook, please feel free to reach out to me or your Supervisor to discuss.

On behalf of the CPA Board of Directors and staff, I extend a warm welcome to our team!

Sincerely,

Ted Bardacke
Executive Director

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SECTION 1: CLEAN POWER ALLIANCE OF SOUTHERN CALIFORNIA BACKGROUND

The Clean Power Alliance of Southern California (“CPA”) was formed in 2017 as a joint powers authority, administering a Community Choice Aggregation (“CCA”) in Southern California. The CPA is governed by the Board of Directors (“Board”) with voting membership consisting of elected officials, and their alternates, from the member agencies.

A CCA, authorized in California under AB 117 and SB 790, allows local governments, including counties and cities, to purchase wholesale power supplies for resale to their residents and businesses as an alternative to electricity provided by an Investor Owned Utility, which for CPA members is Southern California Edison (“SCE”). Electricity procured to serve customers continues to be delivered over SCE’s transmission and distribution system.

CPA exists to serve the residences and businesses located within its member communities. CPA’s specific objectives are to provide its customers with a reliable supply of electricity, at competitive electric rates, sourced from a generation portfolio with lower greenhouse gas emissions and higher renewable content than the incumbent utility.

SECTION 2: INTRODUCTION & GENERAL PROVISIONS

- A. Introduction.** This Employee Handbook (“Handbook”) is intended to serve as a guide to many questions employees may have about their employment with the CPA. It is not intended to cover all issues regarding employment, and it is not intended to be a binding contract.
- B. Applicability to Employees with Separate Agreements.** Except where there is an express conflict in terms, the provisions of this Handbook shall apply to each employee who holds a separate employment agreement with the CPA. In the event of such a conflict in terms, the terms of the separate employment agreement will control.
- C. Employee Responsibility.** This Handbook is designed to acquaint employees with the CPA and provide information about working conditions, employee benefits, and other employment policies. Employees are required to read, understand, and comply with all provisions of this Handbook.
- D. Amendment and Revision of Handbook.** No employee handbook can anticipate every circumstance or question about policy. The need may arise, and the CPA reserves the right to revise, supplement, or rescind any policies or portion of the Handbook from time to time as it deems appropriate, in its sole and absolute discretion. Employees will be notified of changes to the Handbook as they occur. The only recognized revisions of these policies are those that are issued in writing by the Executive Director, with approval of the Board as appropriate.
- E. Distribution of Handbook.** A copy of this Handbook will be distributed to each CPA employee. Newly hired employees will receive a copy upon hire. An employee with

questions about provisions in this Handbook may direct them to the Human Resources manager.

- F. Prior Policies.** The terms and provisions of this Handbook adopted on September 5, 2019 by Resolution of the Board supersedes the prior Handbook adopted on July 10, 2018 by Resolution. However, in no event shall this Handbook supersede any other prior resolution, policy, rule or regulation that has been adopted by the CPA's Board of Directors.
- G. Changes to the Law.** When any local, state, or federal ordinance, regulation, or law that is incorporated in the Handbook or upon which the Handbook relies is amended through legislative action or is deemed to have been amended by judicial decision, the Handbook shall be deemed amended in conformance with those amendments.
- H. Severability.** If any section, subsection, sentence, clause, or phrase of the Handbook is found to be illegal by a court of competent jurisdiction, such findings shall not affect the validity of the remaining portions of the Handbook.

Definitions

- A. Applicant.** A person who has applied for employment with CPA.
- B. Close relatives.** Husband, wife, father, mother, father-in-law, mother-in law, grandfather, grandmother, son, son-in-law, daughter, daughter-in law, uncle, aunt, nephew, niece, brother, sister, brother-in-law, sister, sister-in-law, step relatives and cousins.
- C. Date of Hire.** The date that an employee was originally hired by the CPA. An employee's date of hire does not change except through termination, layoff, resignation, or retirement.
- D. Day or Days.** Calendar day(s) unless otherwise stated.
- E. Demotion.** The movement of an employee from one position to another position having a lower maximum rate of pay.
- F. Discipline.** The punishment of an employee by written reprimand, demotion, suspension, reduction of pay, termination, or other punitive measures.
- G. Executive Director.** The Executive Director of the CPA or the Executive Director's designee, which designation shall be in writing by the Executive Director.
- H. Exempt Employees.** Employees whose duties and responsibilities allow them to be "exempt" from overtime pay provisions as provided by the Fair Labor Standards Act ("FLSA") and any applicable state wage and hour laws. Exempt employees include those who qualify for the executive, administrative or professional exemptions under California law.
- I. Full-Time Employee.** A regular, budgeted position in which an employee of the CPA is regularly scheduled to work at least 40 hours per workweek. Employees in full-time positions are eligible for CPA's benefit package, subject to terms, conditions, and limitations of each benefit program, plus legally mandated benefits, such as worker's compensation, and paid leave.
- J. Human Resources Manager.** The Human Resources manager of the CPA. In the absence of a staff member who has been assigned the responsibilities of a Human Resources manager the Executive Director shall act in that capacity.

- K. Interns.** Employees gaining supervised practical experience in a professional field. Interns are not eligible for any benefits listed in this Handbook, whether compensated or not.
- L. Layoff.** The separation of employees from the active work force due to organizational changes, lack of work or funds or to abolishment of a position by the CPA Board.
- M. Non-Exempt Employees.** An individual who is not exempt from the overtime provisions of the FLSA, California Labor Code, and Industrial Wage Orders and is therefore entitled to overtime pay for all hours worked beyond 40 in a workweek or 8 in a day. Nonexempt employees may be paid on a salary, hourly or other basis.
- N. Part-time Employee.** A regular, budgeted position requiring an employee to work a usual schedule of less than 40 hours per workweek. Employees in part-time positions receive legally mandated benefits and may be eligible for some benefits where expressly specified in this Handbook.
- O. Introductory Period.** All new and rehired employees work in an “introductory” status for the first three months after their date of hire. This Introductory Period gives the Supervisor the opportunity to determine the ability with which the employee performs the employee’s job. It also provides the employee with the opportunity to decide if the employee is satisfied with the position. CPA reserves the right to extend the duration of the Introductory Period when such an extension is determined appropriate in CPA’s sole and absolute discretion. Either CPA or the employee can terminate the employment relationship at any time during or after the Introductory Period, with or without cause and without any advance notice.
- P. Promotion.** The movement of an employee from one position to another position with a higher maximum rate of pay.
- Q. Reduction in Pay.** A temporary or permanent lowering of an employee’s rate of pay.
- R. Rejected/Rejection.** The termination by CPA of a new employee who has not successfully completed the Introductory Period for a position.
- S. Resignation.** The voluntary termination of employment by an employee.
- T. Supervisor.** The individual designated as the administrative head of the relevant department of the employee within CPA.
- U. Suspension.** The temporary separation from service of an employee, without pay, for disciplinary purposes.
- V. Temporary Employee.** An employee hired with the understanding that their employment will not continue beyond a stated date or beyond completion of a specified project or projects. Temporary employees will generally not be employed for more than six (6) months. Temporary employees are not eligible for benefits covered in this employee handbook, other than those required by law or as stipulated in writing by the Executive Director. An employee will not change from temporary to any other employee status or classification simply because of the length of time spent as a temporary employee. The status of a temporary employee may change only if the employee is notified of the change in writing by Human Resources.
- W. Termination/Terminate.** The permanent separation of an employee from employment with the CPA, with or without cause.

X. Vacancy. A position that is unfilled but has been included in the current budget.

Equal Employment Opportunity

- 1. Equal Employment Opportunity.** The CPA is an equal employment opportunity employer and will consider all qualified applicants for employment or advancement opportunities without regard to race, religion, creed, color, sex, sexual orientation, actual or perceived gender identity, gender expression, national origin, ancestry, citizenship status, uniformed service member status, marital or domestic partner status, pregnancy or pregnancy-related condition, age, medical condition, genetic information, family medical history, physical disability, mental or intellectual disability, political activity, or perception that an individual has any of these protected characteristics, or because of association with an individual in a protected category or any other consideration made unlawful by federal, state, or local laws. Employment-related decisions will be based on merit, qualifications, and abilities. Equal employment opportunity will be extended to all persons in all aspects of the employer-employee relationship, including recruitment, hiring, training, promotion, transfer, discipline, layoff and termination.
- 2. Disabled Applicants and Employees.** CPA has a commitment to ensure equal opportunities for disabled applicants and employees. Every reasonable effort will be made to provide an accessible work environment for such employees and applicants. Employment practices (e.g., hiring, training, testing, transfer, promotion, compensation, benefits, and discharge) will not discriminate unlawfully against disabled applicants or employees. CPA provides employment-related reasonable accommodations to qualified individual with disabilities within the meaning of the California Fair Employment and Housing Act (“**FEHA**”) and the Americans with Disabilities Act (“**ADA**”).
 1. Request for accommodation. An applicant or employee who desires a reasonable accommodation in order to perform essential job functions shall submit a written request to the Human Resources manager identifying in reasonable detail: a) the job-related functions at issue; and b) the desired accommodation(s). Reasonable accommodation may include, but is not limited to job restructuring, reassignment to a vacant position for which the employee is qualified and making facilities accessible.
 2. Reasonable documentation of disability. Following receipt of the request, a Human Resources manager may require additional information, such as reasonable documentation of the existence of a disability or additional explanation as to the effect of the disability on the individual’s ability to perform the essential job functions, but will not require disclosure of diagnosis or genetic history.
 3. Interactive process. The CPA will engage in the interactive process, as defined by the FEHA and ADA, to determine whether an applicant or employee is able to perform the essential job functions of the position. During this process, CPA will examine potential reasonable accommodations that will make it possible for the employee or applicant to so perform. Such interactive process may include meeting(s) with the employee or applicant, the CPA, and, if requested by CPA, the employee or applicant’s health care provider.

4. Case-by-case determination. The CPA shall determine, in its sole discretion, whether reasonable accommodations(s) can be made, and the type of reasonable accommodations(s) to provide. The CPA will not provide an accommodation that would pose an undue hardship upon it or that is not required by law. The CPA will inform the employee or applicant of any decisions made under this section in writing.

Proof of Right to Work

- A. Under federal law, all new employees must complete INS Form I-9 and produce original documentation establishing their identity and right to work in the United States. New hires may establish their identity and right to work by:
 1. Providing documentation that singularly establishes both their identity and employment authorization (identified “List A” documents on the INS Form I-9), or
 2. Providing documentation that separately establishes their identity (“List B” documents on the INS Form I-9) and their employment authorization (“List C” documents on the INS Form I-9).
- B. Documentation must be produced prior to or on day of commencement of employment with the CPA. Required documentation must be presented to the Human Resources manager, who will be responsible for processing the documents.
- C. Employees who are re-hired must provide proper documentation if the prior INS Form I-9 has expired or is about to expire. Authorization documents will be copied and placed with the employee’s INS Form I-9 in a file separate from the employee’s personnel file.

Code of Ethics and Conflicts of Interest

- A. **Code of Ethics.** Employees have an obligation to conduct their work responsibilities within guidelines that prohibit actual or potential conflicts of interest. An employee shall contact the General Counsel or General Counsel designee with a question regarding the existence of an actual or potential conflict of interest. This Code of Ethics is not intended to supersede or invalidate any statute, resolution, ordinance, or regulation.
 1. Applicability. This Code of Ethics shall apply to all employees.
 2. Substantive requirements.
 - a. All employees shall uphold the Constitution of the United States and the Constitution of the State of California.
 - b. All employees shall comply with all applicable provisions of California law governing public employees and officials, particularly the California Political Reform Act and its provisions on gifts and conflicts of interest.
 - c. No employee shall engage in any activity which results in any of the following:
 - (i) Use of time, facilities, equipment, supplies, or other resources of the CPA for the private advantage or gain for oneself or another;
 - (ii) Use of official information that is not available to the general public for private advantage or gain for oneself or another; and

- (iii) Use of the authority of their position with the CPA to discourage, restrain, or interfere with any person who chooses to report potential violations of any law or regulation.
 - d. No employee shall directly or indirectly accept:
 - (i) Private advantage, remuneration, or reward for oneself or another as a result of the prestige or influence of the office, employment, or appointment the employee holds with the CPA;
 - (ii) Financial consideration from any source other than the CPA for the performance of the employee's official duties; or
 - (iii) Employment from private interests, when such employment is incompatible with the proper discharge of their official duties or may result in a conflict of interest.
 - e. No employee shall give special treatment or consideration to any individual or group beyond that available to any other individual or group.
 - f. No employee shall discriminate against or harass a citizen or co-worker on the basis of race, religion, creed, color, sex, sexual orientation, actual or perceived gender identity, gender expression, national origin, ancestry, citizenship status, uniformed service member status, marital or domestic partner status, pregnancy or pregnancy-related condition, age, medical condition, genetic information, family medical history, physical disability, mental or intellectual disability, political activity, or perception that an individual has any of these protected characteristics, or because of association with an individual in a protected category or any other consideration made unlawful by federal, state, or local laws.
 - g. All employees shall conduct themselves in a courteous and respectful manner at all times during the performance of their duties.
 - h. All employees shall complete mandatory Harassment Prevention Training.
3. Enforcement. Any employee found to be in violation of this Code of Ethics shall be subjected to appropriate Discipline.

Outside Employment, Enterprise, or Activity. No employee may engage in any outside employment, enterprise, or activity that is inconsistent, incompatible, in conflict with, or adverse to the employee's employment or the employee's ability to perform the employee's duties and responsibilities, including performance of overtime work and emergency duties, or any other aspect of CPA operations. Employees are required to make requests for approval for outside employment in writing by completing a required Outside Employment Approval Request form and submitting it to their Supervisor. The form must include all outside employment in which an employee is already engaged or in which they intend to engage, so that CPA may assess whether such outside employment conflicts with the employee's CPA employment. Regardless of the assessment, all Outside Employment Approval Request forms shall be maintained in the employee's personnel file.

1. An employee's outside employment, enterprise, or activity will be prohibited when

any of the following are present:

- a. It involves the receipt or acceptance by the employee of any money or other consideration from anyone other than the CPA for the performance of an act which the employee would be required or expected to render in the regular course or hours of the employee's employment with the CPA or as part of the employee's duties as an CPA employee;
 - b. It involves the use for private gain or advantage of CPA time, facilities, equipment and/or supplies; or the badge, prestige, or influence of the employee's CPA employment;
 - c. It involves the performance of an act, in other than the employee's capacity as a CPA employee, which may later be subject directly or indirectly to the control, inspection, review, audit, or enforcement of any other officer or employee of the CPA; or
 - d. It involves time or scheduling demands as would render performance of the employee's duties as a CPA employee less efficient.
2. Conflict determination. When a request for approval of outside employment is submitted to the Supervisor, they shall determine whether the employee's outside employment conflicts with the performance of the employee's duties and shall advise the employee of that determination in writing.
 3. Appeal of conflict determination. An employee may appeal the conflict decision to the Executive Director within fourteen (14) Days from the employee's receipt of the conflict determination by filing a written appeal with the Executive Director. The employee shall specify the grounds on which the employee challenges the conflict decision and shall attach all relevant documentary evidence to the appeal. The Executive Director shall schedule a meeting with the employee to discuss the decision. The Executive Director shall issue a written decision to the employee within fourteen (14) Days from the date of the meeting. The decision of the Executive Director shall be final.
 4. Disciplinary action. Any employee who fails to act upon notice of a conflict of interest or who fails to file an Outside Employment Request may be subject to disciplinary action up to and including termination.

C. Contracts and Conflicts of Interest. No CPA employee can be financially interested in any contract made by the employee in the employee's official capacity, or by any board of which the employee is a member.

1. An actual or potential conflict of interest occurs when an employee can influence a decision that may result in a personal gain for that employee or for a member of their immediate family as a result of the CPA's decisions and/or business dealings. For the purposes of this Handbook, immediate family includes persons related by blood or marriage or, whose relationship with the employee is similar to that of persons who are related by blood or marriage.

2. No presumption of conflict is created by the mere existence of a relationship with outside firms. However, if an employee has any influence on transactions involving purchases, contracts, or leases, it is imperative that the employee discloses to employee's Supervisor as soon as possible the existence of any actual or potential conflict of interest so that safeguards can be established to protect all parties.
3. AB 1234 Ethics training is required for all CPA employees within thirty (30) Days of hire and every two years thereafter. Upon completion of training, a copy of the certificate of completion must be provided to the Human Resources manager. On-line training is offered at www.fpcc.ca.gov. However, other courses may be available. See the Human Resources manager for other options.
4. CPA employees required to complete California Fair Political Practices Commission Form 700 (Statement of Economic Interests) will be designated by the Fair Political Practices Commission ("FPCC") adopted Conflict of Interest Code for the CPA.

D. Conduct During the Workday. During the workday, employees are expected to devote their full time in the performance of their assigned duties. Any approved outside work, part-time job, hobbies, or personal business must be performed during off duty hours. Off duty hours include unpaid lunch break periods, but do not include other rest or break periods during which the employee continues to receive pay.

E. Political Activity. Employees may not engage in political activity during working hours or while on CPA property.

F. Solicitations of Political Contributions. No employee may knowingly, directly or indirectly, solicit a political contribution during working hours, on CPA premises or using CPA property, equipment, or email. For purposes of this section, "contribution" means a payment, a forgiveness of a loan, a payment of a loan by a third party, or an enforceable promise to make a payment except to the extent that full and adequate consideration is received, unless it is clear from the surrounding circumstances that it is not made for political purposes.

G. Reporting Suspected Misconduct

1. Reporting to CPA. The CPA encourages all employees and interested third parties to report alleged misconduct to the Human Resources manager, or to a third party designated by CPA to intake complaints, to ensure that all allegations are thoroughly investigated, and suitable action(s) are taken where appropriate. Corrective action, up to and including termination, will be taken where warranted for employees.
2. External reporting. Reports regarding suspected waste, fraud, and abuse may be directed to a third party designated by CPA to intake complaints, which may be anonymous or to the Public Integrity Division of the Los Angeles County District Attorney's Office, 320 West Temple Street, Room 766, Los Angeles, California 90012, (213) 974-6501.
3. Confidentiality and anonymous complaints. Reports made to or about the CPA regarding suspected misconduct will be treated as confidential information and can be communicated anonymously. However, it is important that the reporting individual understand and be aware of the following:

- a. The CPA discourages the use of anonymous complaints because anonymity in the complaint procedure may compromise the CPA's ability to complete a thorough investigation.
 - b. Should the CPA learn of the complaining party's identity, the CPA cannot guarantee that the complaining party's identity will remain confidential where the CPA determines that disclosure of information is necessary to complete the investigation.
4. Protection against retaliation.
- a. Any employee who makes a complaint under this policy or otherwise engages in "whistleblowing" (through internal reporting or reports made to government agencies) is protected against adverse employment actions for raising allegations of misconduct. An employee is protected even if the allegations prove to be incorrect or unsubstantiated when made in good faith.
 - b. Employees who participate or assist in an investigation will also be protected.

SECTION 3: EMPLOYMENT STATUS

Introductory Periods

- A. Objective of Introductory Period.** The Introductory Period shall be regarded as a part of the selection process and shall be used for closely observing the employee's work, to determine if the employee can successfully perform the assigned duties of the employee's position and the CPA's rules and policies, and to help ensure the employee effectively adjusts to the employee's position.
- B. Introductory Period.** All Full-Time and Part-Time Employee positions shall be subject to an Introductory Period of 3 months, unless the employee is notified in writing of an extension in accordance with section C of this Section 3.
- C. Extension of Introductory Period.** Written notice shall be provided as soon as reasonably possible to the employee if an Introductory Period is to be extended. The Introductory Period, upon approval of the Human Resources manager may be extended by the Executive Director up to a maximum of six (6) months, before expiration of the initial three (3) month period. In addition, the use of any leave of absence in excess of fifteen (15) days shall cause the employee's Introductory Period to be extended automatically by the length of the leave(s) of absence. Advance written notice that the Introductory Period is being extended and the length of the extension shall be provided to the employee.
- D. Rejection of Employee on Introductory Period.** During the initial Introductory Period, an employee may be terminated at any time, with or without cause, and with or without advance notice. Notification of Rejection will be served on the employee. The employee will have no right of appeal of the employee's failure to complete the Introductory Period or of the decision to terminate employment.

Background Checks

Although CPA does not provide, accept or consider applications for employment on a discriminatory basis, it reserves the right to condition all offers of employment on the successful clearance of a background check administered by an independent third-party service. Background clearance shall include satisfactory evidence of identity and legal eligibility to work in the United States. Any falsification of material information provided by any candidate for employment (or omission of material information) may result in a denial of an offer of employment or, if the employee has already been hired, immediate termination of employment.

Performance Evaluations

A. In General

1. The provisions in this section regarding performance evaluations are intended to provide a formal opportunity to discuss job tasks, identify and correct weaknesses, encourage and recognize strengths, discuss positive, purposeful approaches for meeting goals, and develop new goals. However, employees and their Supervisors are strongly encouraged to discuss job performance and goals on an informal, day-to-day basis throughout the year.
2. The performance evaluation may be used to promote or identify training for an employee or as a basis for disciplinary action. However, a performance evaluation is not, itself, disciplinary in nature. Only job-related factors shall be used to evaluate an employee's work performance. Supervisors are responsible for the timely evaluation of employees in their departments, and, if applicable, they may solicit the assistance of lower and higher-level Supervisors in the preparation of the performance evaluation.

B. Timing

1. Introductory evaluations.
 - a. Before expiration of an Introductory Period, the Supervisor will have a discussion with the employee on their work performance ("**Introductory Evaluation**"). Upon such discussion, a written evaluation will be provided to the employee and signed by both the employee and the Supervisor.
 - b. An employee may refuse to sign the written evaluation and file a response letter with the Human Resources manager within five (5) business days of receiving the written evaluation.
 - c. Within ten (10) business days, the Supervisor will review the response letter and determine whether to adjust the Introductory Evaluation.
 - d. The Executive Director shall make the final determination as to whether each Introductory employee has successfully completed the Introductory Period or has been Rejected from employment.
2. Performance Evaluations. CPA encourages an open dialogue between an employee and the employee's Supervisor on an informal, regular basis. This interaction increases job satisfaction for the employee and CPA. Formal performance evaluations will be conducted at least annually or with more frequency dependent on the length of service, job position, past performance, change in job duties, or recurring performance problems.

- a. Performance evaluations will first consist of a meeting with the employee's Supervisor. A standard template evaluation form and meeting format will be used. Following the meeting, a formal written evaluation will be prepared by the Supervisor.
- b. After the review of the performance evaluation, the employee will be asked to sign the evaluation report to acknowledge that it has been presented to employee and discussed with employee and Supervisor, and that employee is aware of its contents.
- c. Employee may decide to not sign the performance evaluation and file a response letter with the Human Resources manager within five (5) business days of receiving the performance evaluation.
- d. Within ten (10) business days, the Executive Director will review the response letter and determine whether to adjust the performance evaluation. The decision of the Executive Director shall be final.

C. Relation to Merit Salary Increases. Merit-based pay adjustments may be awarded by the CPA as part of the formal performance evaluation process and in accordance with its salary administration guidelines to recognize employee performance. However, the decision to award such an adjustment is not guaranteed and is instead dependent upon numerous factors, including the inclusion of funding for such adjustments in the CPA Board-approved annual budget, as well as an employee's performance evaluation.

D. Maintenance of Performance Evaluation. When a performance evaluation is recorded in the personnel file of an employee, a copy of such evaluation, together with any attachment relating thereto, shall be given to the employee. The content of each employee evaluation report is confidential and will not be discussed with or by any person except the employee being evaluated, the employee's Supervisor, the Human Resources Manager, and/or the Executive Director.

Disciplinary Action

Employees are expected to meet acceptable standards of conduct. Satisfaction of these standards not only promotes productivity and efficiency, but also helps to ensure that all employees will enjoy a pleasant and cooperative work environment. CPA views compliance with these commonsense rules to be an important responsibility of every employee. Consequently, violation of these rules may lead to disciplinary action up to and including termination.

As explained elsewhere in this handbook, employment will continue only at the mutual consent of the employee and the employer. Employment is therefore terminable at will, at any time, either by the employee or by CPA, with or without cause or advance notice. Accordingly, CPA does not adhere to any formal system of discipline. Nevertheless, where CPA determines it to be appropriate in the exercise of its discretion, it may attempt to give an employee a prior written or oral warning and an opportunity to improve or correct an issue of misconduct before termination.

It is impossible to identify every type of possible misconduct, infraction, or performance problem that can result in discipline. The following is therefore simply a partial, non-

exhaustive list of types of conduct that may result in disciplinary action, up to and including the possibility of immediate termination.

1. Unexcused and/or repeated tardiness or absenteeism.
2. Mishandling, misappropriation or unauthorized removal or possession of the funds and/or property of CPA and/or any co-worker.
3. Violation of any CPA policy, including policies, described in this handbook, as revised from time to time.
4. Gambling on CPA property or while on duty.
5. Possessing or bringing dangerous or unauthorized materials on CPA property (e.g., guns, knives, or other weapons, hazardous materials or illegal/controlled narcotics or substances).
6. Falsifying or destroying any CPA records, including timekeeping records.
7. Engaging in rude or discourteous conduct toward others.
8. Smoking in any form through the use of tobacco products or “vaping” with e-cigarettes in restricted areas on CPA property. Smoking during working hours is permitted outside of the building on rest breaks and meal periods.
9. Reporting to or being at work while under the influence of alcohol or unlawful drugs or possessing drugs while on CPA’s premises or while on duty or operating a vehicle or potentially dangerous CPA equipment.
10. Falsifying or making erroneous entries or material omissions on an employment application or other CPA record.

SECTION 4: EMPLOYMENT POLICIES & PROCEDURES

Problem Resolution

- A.** If an employee has a complaint or question about the employee’s job duties, working conditions, or treatment the employee is receiving, the employee is encouraged to take the following steps to address employee’s concerns:
 1. Bring the situation to the attention of employee’s Supervisor or the Human Resources manager who will then investigate and provide a solution or explanation.
 2. If the problem remains unresolved, the employee may present it in writing to the Executive Director who will work towards a resolution.
- B.** This procedure may not result in every problem being resolved to the employee’s satisfaction. However, CPA values the employee’s input and the employee should feel free to raise issues of concern, in good faith, without fear of retaliation.

Policy Prohibiting Harassment, Discrimination, and Retaliation

CPA is committed to providing a work environment that is free of discrimination. In keeping with this commitment, CPA requires all employees to complete mandatory Harassment Prevention training. Additionally, CPA maintains a strict policy prohibiting all forms of unlawful harassment, discrimination, and retaliation, including sexual harassment and harassment based on race, color, religion, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, military and veteran status, sexual orientation, or any other characteristic protected by state or federal law. This policy applies to all employees and prohibits harassment of employees in the workplace by any person, including nonemployees, such as vendors, independent contractors, and third parties doing business with CPA or with whom an employee comes into contact. Furthermore, this policy prohibits unlawful harassment in any form, including verbal, physical and visual harassment. It also prohibits retaliation of any kind against individuals who file complaints in good faith or who assist or participate in an investigation.

Sexual harassment includes, but is not limited to, making unwanted sexual advances and requests for sexual favors where either (1) submission to such conduct is made an explicit or implicit term or condition of employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individuals; or (3) such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment. Individuals who violate this policy are subject to Discipline up to and including the possibility of immediate termination.

Unlawful harassment may take many forms, including:

- Verbal conduct, such as epithets, derogatory comments, slurs, or unwanted sexual advances, invitations or comments.
- Visual conduct, such as derogatory posters, cartoons, drawings or gestures.
- Physical conduct, such as assault, blocking normal movement, or interference with work directed at an employee because of the employee's sex or other protected characteristic.
- Threats and demands to submit to sexual requests in order to keep one's job or avoid some other loss and offers of job benefits in return for sexual favors.
- Retaliation for having reported unlawful harassment.

Any employee or other person who believes they have been harassed by a co-worker, Supervisor, manager, agent, of CPA or a nonemployee should promptly report the facts of the incident(s) and the names of the individuals involved to the employee's Supervisor, the Human Resources manager or to a third party designated by CPA to intake complaints, which may be anonymous. It is the responsibility of each employee, independent contractor or other person to **immediately** report any violation or suspected violation of this policy to one or more of the individuals identified above.

Supervisors should immediately report any incidents of alleged harassment to the Human Resources manager. The Human Resources manager will promptly investigate all such claims and take appropriate corrective action, including appropriate options for remedial actions and resolutions, such as possible disciplinary action, when it is warranted. A complaint will be

designated as confidential, to the extent possible, but cannot be kept completely confidential. It will lead to a fair, impartial, thorough and timely investigation by qualified individuals, documentation and tracking for reasonable progress and timely closure based on the evidence collected.

Employees should feel free to report claims and participate in any investigation without fear of retaliation of any kind. Employees will not be subject to retaliation for registering a complaint of unlawful harassment, retaliation or discrimination.

If any employee has questions concerning this policy, please feel free to contact the Human Resources manager.

Consensual Romantic Relationships between Employees

A. General. Consensual romantic or sexual relationships between CPA employees can lead to misunderstandings, complaints of favoritism, adverse effects on employee morale, and possible claims of sexual harassment during or after termination of the relationship. As a result, such relationships present existing or potential conflicts that adversely affect efficient operation of the CPA. Relationships that present an actual conflict under this section are therefore prohibited.

1. Application. This section shall apply to all CPA employees, regardless of gender or sexual orientation, who have a romantic or sexual relationship with another CPA employee.
2. Definition of Conflict. For purposes of this section, a conflict exists if business issues of supervision, safety, security, and/or morale would be impacted by a romantic or sexual relationship between two employees or between an employee and Intern.
3. Duty to Report. If a romantic or sexual relationship exists between employees and, in particular, between a Supervisor and a subordinate, the more senior employee/Supervisor shall promptly disclose the relationship to the Executive Director and request a determination as to whether the relationship presents a conflict. The disclosure must identify the names and positions of both employees. An employee's failure to comply with this section shall be grounds for Discipline up to and including Termination.
4. Determination by the Executive Director. Within five (5) business days, the Executive Director shall issue a written determination as to whether the relationship presents a conflict and is thereby prohibited. The Executive Director, in consultation with a Human Resources manager, shall have sole discretion in making the determination.
5. Resolution of Conflicts. Subject to limitations imposed by applicable provisions of this section, the Executive Director will attempt in good faith to work with the Supervisor and the other employee to consider options to eliminate the conflict, including removing the Supervisor's authority that created the conflict, reassignment, transfer or voluntary demotion of the Supervisor, or where the Executive Director determines that modification of a Supervisor's assignment is not feasible, reassignment, transfer or voluntary demotion of a non-supervisory employee. The Executive Director retains discretion to determine how the conflict shall be resolved, including potential resignation or termination.

6. Prohibited On-duty Conduct. All CPA employees are prohibited from engaging in intimate, physical, or other conduct in furtherance of a romantic or sexual relationship with another CPA employee or any other person at work locations or at any time during work hours. Moreover, upon termination of a sexual or romantic relationship with another CPA employee, employees are prohibited from engaging in behavior that adversely affects the working conditions of any CPA employee. In general, all employees are expected to observe appropriate standards of workplace conduct in their interactions with other CPA employees.
7. Complaints. Employees who believe that they have been adversely affected by romantic or sexual relationships between CPA employees should address their concerns to their Supervisor or the Human Resources manager.
8. CPA desires to avoid misunderstandings, complaints of favoritism, claims of sexual harassment, and employee dissension that may result from personal or social relationships amongst employees. Therefore, if an employee becomes involved in a romantic relationship with another employee that employee should disclose that relationship to the employee's Supervisor or to the Human Services manager. This information will be kept as confidential as possible. For purposes of this provision, a "romantic relationship" will be interpreted broadly. CPA reserves the right to take necessary and appropriate action to resolve any potential conflict of interest arising out of a romantic relationship between or among employees. Depending on the facts of the situation, such action may include reassignment or termination of one or both employees involved.

Media Contact

CPA has established protocols and procedures for dealing with inquiries from outside sources, including any representative of the press or media. The only individuals authorized to communicate with any outside source, including any press or media representative, is the Executive Director and/or the Executive Director's designee.

Employees must refrain from answering any questions or providing any information, in written or verbal form, to any representative of the press or media. This includes both on and off the record statements. Violations of this policy are extremely serious and may result in disciplinary action, including the possibility of immediate termination.

Employment of Close Relatives

The employment close relatives in the same area of an organization may cause conflicts of interest and appearances of impropriety. In addition, personal conflicts may impact the working relationship of the parties. Although CPA does not prohibit the hiring of close relatives of existing employees, CPA is committed to monitoring situations in which close relatives work in the same area. In the event of an actual or potential problem, CPA's response may include reassignment or termination of one or both individuals involved. CPA reserves the right to apply this policy to situations where there is a conflict or the potential for conflict because of the relationship between employees, even if no direct reporting relationship or authority is involved. In these situations, CPA will reassign one of the employees within 60 days.

Any exceptions to this policy must be approved by the department director and HR. Written justification for the exception must be submitted to HR prior to any employment decisions.

SECTION 5: OFFICE HOURS & TIMEKEEPING

Hours of Work

- A. Full-Time employees are generally required to provide adequate office coverage during office hours. The office is open Monday - Friday 8:30 a.m. to 5:30 p.m. Work schedules will be determined by the employee's Supervisor. Full-Time employees shall work a standard work schedule, eight hours per day, exclusive of their one-hour meal period. However, because of the nature of CPA's work, Exempt Employees may be required to work evenings and occasional weekends depending on various factors, such as workloads, operational efficiency, and staffing needs. In such cases, flexible work schedules will be approved by the Executive Director or the employee's Supervisor, taking into consideration the employee's work demands. CPA reserves the right to assign employees to jobs other than their usual assignments when required.
- B. Staffing needs and operational demands may necessitate variations in starting and ending times, as well as variations in the total hours that may be scheduled each day and week.
- C. Part-time employees will be advised in writing of their expected schedule prior to beginning work and must report to work promptly. Any modifications to Part-Time employees' daily hours will be documented in writing.
- D. Meal Periods and Rest Breaks

Employees are authorized to and permitted to take a 10-minute paid rest break for every four hours worked, or major fraction thereof.

Whenever practicable, non-exempt employees should take their rest breaks near the middle of each four-hour work period. Employees may not accumulate rest breaks or use rest breaks as a basis for starting work late, leaving work early, or extending a meal period. Employees will be relieved of all of their duties during rest breaks but may not leave the work premises during a rest break. Because rest breaks are paid, employees should not clock out for them. CPA will not retaliate against any employee who reports that their supervisor or manager caused them to miss or take a late rest break.

CPA provides and makes available an unpaid meal period of at least 30 minutes to non-exempt employees who work more than five (5) hours (the "First Meal Break"). CPA provides a second unpaid meal period of at least 30 minutes to employees who work more than 10 hours in a workday (the "Second Meal Break"). Employees may only waive their Second Meal Break if they work less than 12 hours total, they have taken their First Meal Break, and elect in writing to waive the Second Meal Break or have signed a Meal Break Waiver Form. Employees must begin their First Meal Break before the end of their fifth hour of work (at or before four hours and 59 minutes (4:59) after starting work). Unless waived, employees must begin their Second Meal Break before the end of their tenth hour of work (at or before nine hours and 59 minutes (9:59) after starting work).

CPA does not pay non-exempt employees for their First or Second Meal Break, and, consequently, employees must record the start and stop times of their First and Second Meal

Breaks using the appropriate time-recording procedure. Meal periods cannot be taken at the beginning or end of shifts. First and Second Meal Breaks cannot be less than 30 minutes in duration. Employees are not allowed to perform any work during their meal breaks and may not work “off the clock.” Employees will be relieved of all of their duties during meal periods and are allowed to leave the building. To the extent any tasks must be completed during an employee’s required 30-minute meal break, the employee must designate a coworker to complete any such task or, alternatively, may choose to have no appointments scheduled that would interfere with the taking of a meal break.

Timekeeping

- A. Time records, including time sheets, represent legal documents that are used to accurately record working time and to compensate employees properly. Accurately recording time worked is the responsibility of every employee. Federal and state laws require the employer to keep an accurate record of hours worked in order to calculate employee pay and benefits. Hours worked include all time spent on the job performing assigned duties.
 - 1. All employees must submit signed or electronically approved bi-monthly timesheets showing hours worked each day. Timesheets must be submitted 3 business day prior to the end of each pay period.
 - 2. An employee’s tampering, altering, or falsifying time records may result in disciplinary action, up to and including termination. Under no circumstances shall a Supervisor or employee submit a time sheet on behalf of another employee or perform work off the clock.
 - 3. It is the employee’s responsibility to submit the employee’s time record to certify the accuracy of all time recorded. In doing so, the employee shall attest that the time and hours recorded accurately and fully identify all time worked during the pay period, whether authorized or unauthorized, and that all meal periods to which the employee is entitled have been provided.
- B. Supervisors will review and approve the time record for each employee before submitting it for payroll processing. In support of that obligation, Supervisors are responsible for monitoring each employee under their direct supervision.
- C. Time sheets shall be retained as required under CPA’s record retention policies and as required by California law.
- D. Lactation Breaks
 - 1. In accordance with California and federal law, employees who wish to express breast milk while at work may request the opportunity to do so. Efforts will be made to accommodate eligible employees by allowing them to express breast milk in a private area. Where an employee has a private office, it may be used for that purpose. Employees can exercise this privilege during their regular rest periods when possible. If it is not possible to exercise this privilege during a regular rest period, employees can arrange with their Supervisor to take additional time or express breast milk at a different time. The time will be paid when employees use their regular rest periods to express breast milk.

2. For purposes of this policy, a “private area” is a place other than a bathroom that is near the employee’s work area and that is shielded from view and free from intrusion by other Employees and the public and preferably with a lock.
3. Human Resources manager will consider input from the affected employee but retains sole discretion in identifying a “private area” on a case-by-case basis.

E. Overtime

CPA provides compensation for all overtime worked by non-exempt employees in accordance with state and federal law. All hours worked in excess of eight (8) hours in one workday or forty (40) hours in one (1) work week will be treated as overtime. Compensation for hours worked in excess of eight (8) hours in a workday and the first eight (8) hours on the seventh (7th) consecutive workday will be compensated at one and one-half times (1.5) the employee’s regular rate of pay. Compensation for hours worked in excess of twelve (12) hours in a workday and in excess of eight (8) hours on the seventh (7th) consecutive workday, will be paid at double the regular rate of pay.

For the purposes of calculating overtime, CPA holidays and vacation/PTO days are not counted as “time worked” and CPA’s workweek is Sunday 12:00 a.m. through Saturday 11:59 p.m. Any employee who is eligible to receive holiday pay and who works on a holiday observed by CPA shall be paid at their regular rate of pay for any work performed consistent with the relevant state and federal law. Regular overtime rules apply for hours worked on holidays observed by CPA.

All overtime must be approved by the employee’s immediate supervisor or the Human Resources Manager. Failure to obtain overtime approval in advance may result in disciplinary action.

Exempt employees may have to work hours beyond their normal schedules, as work demand requires. No overtime compensation will be paid to exempt employees. Rather, exempt employees are paid a pre-determined salary that is intended to fully compensate them for all hours worked. As a general rule, an exempt employee’s gross salary is not subject to pay changes due to actual number of hours worked in a pay period. However, when an exempt employee has exhausted all accrued vacation/PTO and misses additional full days off work for personal reasons, deductions will be made consistent with all applicable state and federal laws.

F. **Holidays**

Regular Full-Time Position employees will receive the following paid holidays:

- New Year’s Day (January 1)
- Martin Luther King, Jr. Day (third Monday in January)
- President’s Day (third Monday in February)
- Cesar Chavez Day (March 31)
- Memorial Day (last Monday in May)

- Independence Day (July 4)
- Labor Day (first Monday in September)
- Veteran's Day (November 11)
- Thanksgiving (fourth Thursday in November)
- Day after Thanksgiving
- Christmas Eve (December 24)
- Christmas (December 25)
- New Year's Eve (December 31)

CPA's office is closed December 25 through January 1. Employees can complete essential duties remotely with no charge to their vacation time. During this time, the employees will not be required to use their vacation time off, as addressed in Section 6.

If a holiday falls on a Saturday or Sunday, it will be observed on the preceding Friday or the following Monday. Holiday observance will be announced in advance.

SECTION 6: LEAVE

Vacation

- A. Vacation time off with pay is available to eligible employees to provide opportunities for rest, relaxation and personal pursuits. Employees are encouraged to use their available vacation each year, in accordance with this section. Vacation time may be used in minimum increments of one (1) hour.
- B. Full-Time Position employees accrue vacation leave at the rate of 80 hours (2 weeks) annually, with allocation of vacation time prorated according to employees' start date through the end of the fiscal year. Upon the completion of three continuous years of service, employees will be granted an additional 40 hours (1 week) of vacation leave annually. The Executive Director, in the Executive Director's sole discretion, may grant this additional third week immediately upon hire for the purposes of recruitment.
- C. Employee may accrue vacation to a limit of 1.5 times the annual accrual. Once employee reaches the maximum accrual limit the employee will not accrue any additional vacation time until the accrued balance falls below the maximum limit. "Cash-out" of vacation leave is not permitted.
- D. Full vacation balances are available at the beginning of each fiscal year of employment, with allocation of vacation time prorated according to employees' start dates. Vacation time shall be accrued per pay period on a pro-rata basis. If employment terminates, employees will be required to pay back any vacation time that was used but not accrued during the fiscal year through a deduction in the employee's final paycheck. When an employee chooses to take vacation in advance of being accrued, the employee consents to having the used, but not accrued, vacation pay deducted from their final paycheck.

- E. Employees may only request vacation time up to the available balance in their vacation bank. If an employee has a zero balance in their vacation bank, time off must be preapproved by the Human Resources Manager and shall be unpaid.
- F. Employees do not accrue vacation time while they are on an unpaid leave of absence.
- G. Employees must obtain the written approval of their Supervisor before commencing their vacation. Approval should be requested at least two weeks in advance of the date the vacation is expected to begin. Although efforts will be made to accommodate an employee's request to take vacation at the time requested, Supervisors must consider the needs of CPA when evaluating requests. CPA reserves the right to decline an employee's request to take a vacation at a particular time if it would be disruptive or inconvenient to CPA to grant the request.
- H. Where two or more employees file timely requests to take vacation during the same period and CPA is unable to grant each request, CPA will ordinarily grant the request of the employee with the longest period of service unless business reasons exist to deviate from that standard.
- I. Employees shall be compensated for their remaining accrued vacation leave upon separation from employment.

Sick Leave

A. In General

- 1. Sick leave may be used for an absence due to illness or injury sustained by the employee, or an immediate family member residing with the employee. Sick leave may be used in minimum increments of one (1) hour.
- 2. All Full-Time Position employees shall be entitled to sick leave in the amount of one day per month, a total of 96 hours annually, prorated and credited each pay period. This benefit will be interpreted and applied consistent with the minimum requirements of California law requiring paid sick leave.
- 3. All Part-Time Position employees anticipated to work more than 30 calendar days shall accrue paid sick leave benefits at the rate of one hour for each 30 hours worked. Accrued sick leave will be carried over each year but will be capped at 48 hours.
- 4. Sick leave will accrue during any paid leave of absence, but not during an unpaid leave of absence. If an employee uses all accrued sick leave, but needs additional time off from work, the additional time may be allowed but the leave will be unpaid.
- 5. Sick leave has no cash value upon separation from employment.
- 6. Employees may only take sick leave up to the available balance in their sick leave bank. If an employee has a zero balance in their sick leave bank, time off must be preapproved by the Human Resources Manager and shall be unpaid.

B. Reporting Absence Because of Illness or Injury

Any employee who is unable to report to work due to an illness or injury must notify the employee's Supervisor or other designated person by telephone or other means of communication prior to the scheduled reporting time for work on the first day of absence unless emergency conditions make it not practicable under the circumstances to do so, as determined by the responsible Supervisor, in which case notice must be provided as soon as practicable. The Supervisor should also be contacted each additional day of absence for absences lasting three or fewer consecutive days. Should an

employee's absence extend beyond three consecutive workdays for medical illness or injury, a doctor's release must be obtained and given to the Supervisor as soon as possible and prior to the employee's return to work. The Supervisor must provide the doctor's release to the Human Resources manager and the release must be placed in the employee's personnel file.

C. Absenteeism and Sick Pay

Employees should not automatically assume that absenteeism is permissible merely because they have enough sick pay benefits available to cover all or a portion of their time off. CPA may determine that absenteeism is excessive if, based on all the facts and circumstances it is found disruptive to CPA, co-workers, or the public. Each case must be evaluated based on the surrounding facts and circumstances by the Executive Director or the Executive Director's designee. Absenteeism that is determined to be excessive may lead to disciplinary action up to and including the possibility of immediate termination.

Personal Time Off

In addition to vacation, 40 hours of personal time off (PTO) is available to all exempt employees after completion of the employee's Introductory Period. Full PTO balances are available at the beginning of each fiscal year of employment, with allocation of PTO time prorated according to employees' start dates.

All PTO must be preapproved by and prescheduled with the employee's Supervisor and may be taken in hourly increments. Approval for all scheduled time away is subject to applicable workloads. Unused PTO time may not be carried over from one fiscal year to the next.

Employees will not be able to "sell" or "cash-out" unused PTO hours. If you terminate your employment or if you are terminated, you will be paid for all unused PTO time.

Pregnancy Disability Leave

A. Eligibility: Under the California Fair Employment and Housing Act ("FEHA"), employees who are disabled by pregnancy, childbirth or related medical conditions are eligible to take a pregnancy disability leave ("PDL") and to request reasonable accommodation. Employees who are affected by pregnancy or a related medical condition are also eligible to transfer to a less strenuous or hazardous position or to less strenuous or hazardous duties, if such a transfer is medically advisable.

B. Leave Entitlement: PDL is unpaid for any period or periods of actual disability caused by an employee's pregnancy, childbirth or related medical conditions up to four months (the working days an employee normally would work in one-third of a year or 17.33 weeks). The employee will be returned to the same job when the employee is no longer disabled by pregnancy or, in certain instances, to a comparable job. For a full-time employee who works 40 hours per week, "four months" is 693 hours of leave entitlement based on 40 hours per week times 17.33 weeks. However, a pregnancy-disabled employee who exhausts the employee's four months of PDL may also be entitled to additional leave under the FEHA, as a reasonable accommodation for a disability.

C. Usage: PDL does not need to be taken in one continuous period of time but can be taken on an as-needed basis. Time off needed for prenatal care, severe morning sickness, doctor-ordered bed rest, childbirth, and recovery from childbirth would all be covered by PDL. At the employee's option, the employee can use any accrued vacation or other accrued time off as part of the employee's PDL before taking the remainder of the employee's leave as unpaid leave. CPA may require that the employee use up any available sick leave during the employee's leave. The employee may also be eligible for state disability insurance for the unpaid portion of the employee's leave.

D. Benefits: CPA will maintain and pay for group health benefits during the employee's PDL as if the employee was actively working during the leave, up to a maximum of four months within a 12-month period (commencing on the date the PDL begins). If employees take their full PDL and their full California Family Rights Act ("CFRA") leave for baby bonding, CPA will maintain health coverage for up to seven months (see below for more details on CFRA).

Family Medical Leave Act and California Family Rights Act

A. Permissible Purposes of FMLA/CFRA: An eligible employee may request a family and medical leave of up to 12 weeks for any of the following reasons:

- (1) the birth of the employee's child;
- (2) the placement of a child with the employee in connection with an adoption or foster care;
- (3) to care for a child, parent, domestic partner, or spouse who has a serious health condition;
- (4) due to a serious health condition that prevents the employee from performing one or more of the essential functions of the employee's position; or
- (5) because of a qualifying exigency arising out of the fact that the spouse, son, daughter, or parent of the employee is on active duty, or has been notified of an impending call to active duty status, in support of a contingency operation.

An eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered servicemember who is recovering from a serious illness or injury sustained in the line of duty on active duty may request a leave of up to 26 weeks in a single 12-month period to care for the servicemember.

To the maximum extent permitted by law, any leave of absence that is granted to an employee under this policy or any other policy for a purpose specified above shall be credited against the applicable 12-week or 26-week limit contained in this policy.

B. Eligible Employees: An employee's eligibility is determined from the date the Family Medical Leave Act ("FMLA") and/or the California Family Rights Act of 1992 ("CFRA") leave is scheduled to begin, not the date of notice. An employee can request FMLA and/or CFRA leave

before meeting the eligibility requirement as long as eligibility is met by the first day of leave. Under FMLA and CFRA an eligible employee is one who meets the following criteria:

1. Has completed an aggregate of 12 months of CPA service, which need not be consecutive; and
2. Has worked at least 1,250 hours during the 12-month period immediately preceding the first day of leave.

C. Notification Responsibilities: When leave is foreseeable (e.g. expected date of birth or planned medical treatment), the employee must provide notice at least thirty (30) days' notice before FMLA and/or CFRA leave is to begin. If thirty (30) days' notice is not possible, due to lack of knowledge or an emergency, notice must be given as soon as possible absent extenuating circumstances.

An employee must consult with that employee's Supervisor and make a reasonable effort to schedule the leave to not unduly disrupt the CPA's operation when planning intermittent leave for medical treatment for the employee or the employee's family member. Employees are expected to consult with their Supervisor prior to the scheduling of treatment in order to work out a schedule which best suits the needs of both the department and the employee. If an employee neglects to consult with the Supervisor, the Supervisor may initiate discussions with the employee and require the employee to attempt to make such arrangements.

It is the Human Resources manager responsibility to designate FMLA and/or CFRA leave. However, it is the employee's obligation to provide the Human Resources manager with sufficient information to allow the Human Resources manager to make the designation.

D. FMLA/CFRA Leave Entitlement: The FMLA and CFRA allow an eligible employee to take a maximum of 12 workweeks of unpaid leave in one 12-month period for one or more FMLA and/or CFRA qualifying reasons. The 12-month period begins with the first day the employee uses FMLA and/or CFRA leave and starts their "leave year" if the employee is taking leave on a continuous basis. In cases of intermittent leave, the "leave year" is established by the certification date even if the employee does not immediately have FMLA and/or CFRA absences. Each time an employee takes FMLA and/or CFRA leave, it is subtracted from an employee's leave entitlement of 12 workweeks. If more than one qualifying reason for leave occurs within the leave year, the employee is only entitled to a total of 12 workweeks for all FMLA and/or CFRA qualifying reasons. FMLA runs concurrently with PDL, but CFRA leave does not. CFRA leave begins when PDL ends. This means that an eligible employee can take additional leave under CFRA for baby bonding once the employee exhausts the entitlement to PDL. CFRA covers care of a newborn and placement of a child for adoption or foster care.

E. Certification by Health Care Provider: If an employee requests a leave due to a serious health condition of the employee or a family member, the employee must support the request with a certification issued by the health care provider of the individual with the serious health condition. The certification should include the following information:

- (1) the date, if known, on which the serious health condition commenced;
- (2) the probable duration of the condition;
- (3) an estimate of the amount of time that the health care provider believes that the employee needs to care for the individual requiring the care; and

- (4) a statement that the serious health condition warrants participation of a family member to provide care during a period of treatment or supervision of the individual requiring care.

If an employee requests intermittent leave for planned medical treatment, the certification should specify the dates on which such treatment is expected to be given and the duration of such treatment. If the time estimated by the health care provider under (3) above expires, the employee must submit a recertification if the employee desires additional leave. In addition, extensions will not be granted that cause the total period of the leave to exceed the applicable 12-week or 26-week limitation identified above.

- F. Employee Status: Employees will retain their employee status during the period of a family and medical leave. Moreover, their absence shall not be considered a break in service for purposes of determining their longevity or seniority. Once an employee returns from a leave, the employee will be credited with all seniority and service accrued before the leave of absence began. However, the employee will not accrue seniority during the leave.
- G. Reemployment Privileges: Except where the law authorizes a different result, an employee who complies with the provisions of this policy will be guaranteed reemployment upon expiration of an approved leave, provided that the total period of the leave does not exceed 12 weeks or, in the case of a leave to care for a covered servicemember, 26 weeks. The employee will be reemployed in the same or an equivalent position as that which the employee occupied when the leave began. An employee who take a leave of absence because of an employee's own serious health condition must provide a medical certification verifying that the employee is able to return to work in the same manner as employees who return to work from other types of medical leave. If an employee fails to return to work immediately after the period of the approved leave expires, the employee will be considered to have voluntarily separated from CPA.

Paid Parental Leave

In an effort to give parents additional flexibility and time to bond with a new child, CPA will provide up to eight (8) weeks of fully Paid Parental Leave to eligible employees at their regular rate of pay in connection with the birth of an employee's child or the placement of an adopted child within an employee's home. Paid Parental leave is designed to work in conjunction with California's Paid Family Leave ("PFL").

A. Eligibility

To be eligible under this policy, the employee must have been employed by CPA for at least six months and meet one of the following criteria:

- Have given birth to a child; or
- Be a spouse or committed partner of a woman who has given birth to a child either as the intended mother or via surrogate; or
- Have adopted a child who is 17 years old or younger but does not apply to the adoption of a stepchild by a stepparent.

Parental Leave described in this policy shall be available for a 12-month period following the birth or adoption of a child. Employees may extend the 8-week paid leave period by using accrued

vacation; however, the fact of multiple births or adoptions does not increase the length of Parental Leave.

B. Paid Family Leave Overpayments

The employee must apply for and upon receipt of PFL wage replacement benefits during an employee's leave, the State of California will provide the employee with a portion of the employee's base wages. CPA will pay the remaining portion of the employee's base wages, so that the employee will receive 100% of the employee's salary during that 8-week period. CPA will issue the employee paychecks and/or direct deposits for the full amount of the employee's wages as part of the regularly scheduled payroll during the employee's leave period. However, if the employee has been awarded PFL wage replacement benefits, the wages CPA will pay in full during the Parental Leave period will result in an overpayment. To resolve any overpayment(s) created by receipt of PFL benefits, employees must remit copies of all statements for PFL benefits received from the State to CPA within thirty (30) days of receipt. CPA will deduct the amount of the overpayment from the employees next paycheck.

C. Leave Notice

Employees shall notify the Human Resources manager of the need for Parental Leave and include the estimated timing and duration of such leave at least sixty (60) calendar days in advance of the need for leave, where practical. If the need for leave under this policy is not foreseeable, employees must give notice of the leave to their Supervisor as soon as practical.

Bereavement Leave

A. All employees shall be entitled to three days paid leave in the event of a death in the immediate family of the employee. The immediate family shall be defined as:

1. Parents
2. Siblings/siblings-in-law
3. Grandparents
4. Mother-In-Law/Father-In-Law
5. Spouse or registered domestic partner
6. Children
7. Any other person whose association with the employee is similar to "immediate family," with advance approval of the Executive Director or Human Resources manager,

B. An employee must provide reasonable notice to the employee's Supervisor of the intent to use bereavement leave.

C. Employees may use available sick or vacation leave for bereavement purposes in addition to the leave provided under this section.

Jury Duty Leave

- A. CPA encourages employees to fulfill their civic responsibilities by serving jury duty when required. Full-time and Part-time employees may request paid jury duty leave. For Non-Exempt employees, jury duty pay will be calculated on the employee's regular pay rate times the number of hours the employee would otherwise have worked on the day of absence. It is the policy of CPA to pay a maximum of 40 hours for jury duty service. However, should it be deemed necessary to serve beyond the maximum number of paid days, the employee should notify the Executive Director in advance who may exercise the option of extending the number of paid hours.
- B. Employees must show the jury duty summons to their Supervisor as soon as possible so that the Supervisor may plan to accommodate the employee's absence. The employee is expected to report for work whenever the court schedule permits. Upon completion of such service, the employee must furnish a Certificate to CPA from the court showing dates served and amount of compensation paid. Failure to provide CPA with a certificate from the court will be treated as an unpaid absence from work.
- C. Either CPA or the employee may request that the court excuse an employee from jury duty if, in CPA's judgment, the employee's absence would create serious operational difficulties.

Workers' Compensation

In accordance with state law, CPA provides insurance coverage for employees in case of a work-related injury. CPA or its insurance carrier may not be liable for the payment of workers' compensation benefits for any injury which arises out of an employee's voluntary participation in any off-duty recreational, social, or athletic activity that is not part of the employee's work-related duties. To ensure that employee receives any workers' compensation benefits to which employee may be entitled, employee will need to:

- 1. Immediately report any work-related injury to employee's Supervisor.
- 2. Seek medical treatment and follow-up care if required.
- 3. Complete a written Employee's Claim Form (DWC Form 1) and return it to employee's Supervisor.
- 4. Provide CPA with certification from employee's health care provider regarding the need for workers' compensation disability leave and/or the employee's ability to return to work from the leave.

Other Leave

A. Family School Partnership Leave

In accordance with Labor Code Section 230.7, upon reasonable advance written notice to an employee's Supervisor, an employee who is the parent or guardian of a pupil may take time off to appear in the school of that pupil pursuant to a request made under Education Code Section 48900.1.

B. Family School Partnership Leave (School or Day-Care Related Activities)

1. In accordance with Labor Code Section 230.8, upon reasonable advance written notice to an employee's Supervisor, an employee who is the parent, guardian, or grandparent of a child who is in kindergarten, grades one through twelve, inclusive, or attending a licensed day care facility, is entitled to take unpaid leave to participate in activities of that child's school or licensed day care facility.
2. Employees are eligible for forty hours of unpaid leave per year for family school leave and may not exceed eight hours in any calendar month. The total amount of leave is per employee and is not conditioned on the number of children, grandchildren, or wards that the employee may have. Upon return to work, the employee must provide the employee's Supervisor with reasonable written evidence that the employee participated in the school or day care activity at a specific date and time.
3. Any employee who takes family school leave must use any available vacation or other appropriate paid leave for the period of the absence. However, if an Exempt Employee does not have paid leave benefits available to cover some or all of the period of the absence, the employee's salary shall not be affected.

C. Domestic Violence/Sexual Assault/Serious or Violent Crime Leave

1. Leave for Victims of Domestic Violence of Sexual Assault
 - a. In accordance with Labor Code Sections 230(c) and 230.1, and upon reasonable advance written notice to the Human Resources manager if feasible, an employee who is the victim of domestic violence or sexual assault may take time off to obtain a temporary restraining order, a restraining order, or other injunctive relief from court to help ensure the health, safety, or welfare of the employee or employee's child; for the employee to seek medical attention for injuries caused by domestic violence or sexual assault; for the employee to obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence or sexual assault; for the employee to obtain psychological counseling related to an experience of domestic violence or sexual assault; or for the employee to participate in safety planning and take other actions to increase safety from future domestic violence or sexual assault, including temporary or permanent relocation.
 - b. If advance notice is not feasible, within a reasonable period following return to work, the employee must submit certification to the Human Resources manager in the form of one of the following: a police report indicating that the employee was a victim of domestic violence or sexual assault; a court order protecting or separating the employee from the perpetrator of an act of domestic violence or sexual assault, or other evidence from the court or prosecuting attorney that the employee has appeared in court; or documentation from a medical professional, domestic violence advocate or advocate for victims of sexual assault, health care provider, or counselor that the employee was undergoing treatment for physical or mental injuries or abuse resulting in victimization from an act of domestic violence or sexual assault.

- c. An employee absent under this Handbook may elect to take any accrued paid leaves that are otherwise available to the employee.
- 2. Leave to Attend Court Proceedings for Victims of Serious or Violent Crime
 - a. In accordance with Labor Code Section 230.2, upon reasonable advance written notice to Human Resources of a scheduled proceeding, if feasible, an employee who is the victim of, or is related to a victim of, or is the registered domestic partner of a victim of a serious or violent crime, may take unpaid time off to attend a court proceeding related to that crime. The employee must be the parent, child, spouse, registered domestic partner, child of a registered domestic partner, stepchild, brother, stepbrother, sister, stepsister, stepmother, or stepfather of the victim.
 - b. If advance notice is not feasible, within a reasonable period following return to work, the employee must submit certification to the Human Resources manager evidencing the judicial proceeding from one of the following entities: the court or government agency setting the hearing; the district attorney or prosecuting attorney's office; or the victim/witness office that is advocating on behalf of the victim.
 - c. An employee absent under this Handbook may elect to take any accrued paid leaves that are otherwise available to the employee.
- 3. Leave for Crime Victim to Participate as a Witness in a Judicial Proceeding
 - a. In accordance with Labor Code Section 230(b), an employee who is a victim of a crime, may take time off to appear in court to comply with a subpoena or other court order as a witness in any judicial proceeding.
 - b. An employee absent under this section may elect to take any accrued paid leaves that are otherwise available to the employee.

D. Leave for Volunteer Firefighters, Reserve Police Officers and Emergency Rescue Personnel

- 1. Leave for Emergency Duty: In accordance with Labor Code Section 230.3, an employee may take time off to perform emergency duty as a volunteer firefighter, reserve police officer, or emergency rescue personnel.
- 2. Leave for Training: In accordance with Labor Code Section 230.4, an employee who is a volunteer firefighter, reserve police officer, or emergency rescue personnel may take up to 14 days of unpaid leave per calendar year for the purpose of engaging in fire or law enforcement training.

E. Military & Military Spousal Leave

Military Leave shall be provided as set forth in the applicable California and federal law. An employee entitled to military leave shall give the employee's Supervisor, in consultation with Human Resources, an opportunity within the limits of military regulations to determine when such leave shall be taken. Prior to taking military leave, an employee, when possible, shall present a copy of the employee's military orders to the employee's Supervisor. The Supervisor shall advise

Human Resources of the military orders immediately. Copies of the military orders shall be provided to the Human Resources manager and placed in the employees personnel file.

An employee whose spouse or registered domestic partner is deployed for active military service during a period of military conflict is permitted *unpaid* time off up to ten (10) days to spend with the spouse or registered domestic partner when that spouse or partner is on leave from such deployment. Employees requesting leave must notify their Supervisor of their intention to take time off within two (2) business days of receiving official notice that the employee's spouse or domestic partner will be on leave from military deployment.

F. Organ and Bone Marrow Donation Leave

Employees who have been employed at least ninety (90) days may request a *paid* leave of absence of up to thirty (30) business days in a one-year period to donate an organ to another person, or up to five (5) business days in a one-year period to donate bone marrow. The one-year period is 12 consecutive months measured from the date the employee's leave begins. Employees must support the request for leave with written verification that the organ or bone marrow donation is required by medical necessity. Employees must use earned sick or vacation leave benefits during the leave of absence.

G. Voting Leave

Employees who are unable to vote during non-work hours may arrange in advance to take up to two (2) hours off, with pay, to vote in a public election. In order to qualify, employees must obtain advance approval from their Supervisor.

H. Alcohol and Drug Rehabilitation Leave

CPA will make reasonable accommodations by providing unpaid time off for any employee who voluntarily enters and participates in a drug or alcohol rehabilitation program, if it does not impose an undue hardship. Employees may use accrued sick leave during this period. CPA may also allow employees to use accrued vacation leave or other paid time off. The duration of the time off is tied to the duration of the program.

This type of time off may also be covered by the Family and Medical Leave Act (FMLA) or the California Family Rights Act (CFRA) if the employee is otherwise eligible and has a serious health condition. If so, CPA will follow the approval and medical certification process under FMLA/CFRA and inform the employee that the time off is designated as FMLA/CFRA time. The two leave obligations may run concurrently.

CPA will make reasonable efforts to maintain the confidentiality of the employee's treatment to the extent possible.

I. Literacy Education Assistance

CPA will make reasonable accommodations by providing unpaid time off for any employee in an adult literacy education program, if it does not impose an undue hardship. CPA will comply with

the Employee Literacy Education Assistance Act and reasonably accommodate an employee who reveals a literacy problem and requests assistance to enroll in an adult literacy education program.

CPA requires that employees provide proof of enrollment in an adult literacy education program and will take reasonable steps to keep the employee's literacy problem confidential. CPA may also allow employees to use accrued vacation leave.

Personal Leaves of Absence Without Pay

- A. Request for a Personal Leave of Absence Without Pay.** When an employee has exhausted all the employee's paid leaves, the employee may request a leave of absence without pay in accordance with this Section. The employee must submit a written request to the employee's Supervisor for a leave of absence without pay, along with any supporting documentation. The Supervisor must forward the request, along with any supporting documentation to Human Resources manager for consideration by the Executive Director.
- B. Authority to Grant a Personal Leave of Absence Without Pay.** The Executive Director may grant a regular or probationary employee leave of absence without pay for a period not to exceed three months. After three months, the leave of absence may be extended by an additional three months if the employee submits a further written request, along with supporting documentation, that is authorized by the Executive Director. The approval or rejection of the Executive Director will be in writing and may be communicated by Human Resources on behalf of the Executive Director. An employee may not be granted more than six months of a leave of absence without pay.
- C. Return from Personal Leave of Absence Without Pay.** Upon expiration of a regularly approved leave, the employee will be reinstated in the position held at the time leave was granted, provided such position continues to exist. An employee on leave who fails to report to duty promptly at its expiration will be subject to disciplinary action for being on an unauthorized absence. An employee who is absent for medical reasons may be required to demonstrate fitness for duty in accordance with the CPA's fitness for duty policy.
- D. Mandatory Exhaustion of Paid Leaves.** If an employee is requesting a leave of absence for medical reasons, the employee is required to first fully exhaust all the employee's paid leaves in order to be eligible to receive a leave of absence without pay. If an employee is requesting a leave of absence for personal reasons, the employee is required to fully exhaust all the employee's paid leaves, except sick leave, in order to be eligible to receive a leave of absence without pay.

Unauthorized Absence

- A.** When an employee has been absent without authorization from work for more than three workdays, and in the opinion of the Supervisor the employee has abandoned the employee's position, the Supervisor shall notify the Human Resources manager. The Human Resources manager shall notify the employee that the CPA has determined the employee has abandoned the employee's position and that the employee has seven working days upon receipt of the notice to contact the CPA regarding the employee's intent to return to work. The notice shall also advise the employee that failure to contact the CPA within the seven-day period shall be deemed an automatic Resignation effective on the eighth day. Such notice shall be in writing and sent by certified mail or personal service to the last address listed in the employee's personnel records.

B. Abandonment of position may include, but is not limited to:

1. Where an employee fails to return to the employee's position upon conclusion of any authorized leave of absence;
2. Where an employee fails to properly notify by telephone or in writing the employee's immediate Supervisor of absence due to sickness or injury;
3. Where an employee fails to appear for work without notification or express agreement between the Supervisor and the employee as to the use of any leave time set forth in this Handbook;
4. Where an employee fails to keep the employee's immediate Supervisor reasonably apprised of disability status; or
5. Where an employee fails to respond within seven (7) business days to the notice of abandonment of position.

C. Abandonment of position shall constitute a Resignation from CPA service.

SECTION 7: EMPLOYMENT RECORDS

Access to Personnel Files and Payroll Records

A. General provisions

1. CPA maintains a personnel file on each employee. The personnel file may include such information as the employee's job application, resume, records of training, documentation of performance appraisals and salary increases, and other employment records.
2. Personnel files are the property of CPA and shall be maintained by the employer in strict confidence. Access to the information contained therein is restricted, except as permitted by law. Only Supervisors and management personnel of the CPA who have express authorization from the Executive Director and a legitimate reason to review information in a file can do so without being subject to the procedures set forth in this Section.
3. As provided by law, letters of reference, recruitment files, and reports regarding ongoing investigations concerning a current or former employee shall be excluded from the provisions of this Section. In addition, names of all non-supervisory employees shall be redacted from records to be provided under this Section.

B. Inspection of a Current or Former Employee's Personnel File

1. A current or former employee wishing to inspect the employee's personnel file or payroll records must submit a written request to Human Resources manager. Proof of identity will be required to inspect personnel or payroll records for the employee's file. The Human Resources manager shall issue a written notice setting a date for the inspection of said records within thirty (30) days of receipt of the request, to take place during normal business hours. With the requesting person's written consent, the date for inspection may be extended on one occasion by up to five (5) Days. If the requesting person is a former employee who was terminated for violation of CPA's policy or law involving harassment or workplace violence, CPA shall have discretion to mail a copy

of the personnel file at the CPA's expense instead of scheduling an in-person inspection.

2. A current employee may inspect the employee's records at the place the employee reports to work or may instead consent to inspect the employee's personnel file in the Human Resources manager's office without loss of compensation. Inspection by former employees and authorized representatives shall take place with the Human Resources manager unless otherwise mutually agreed in writing by the CPA and may require additional reasonable proof of identity.
3. A Human Resources manager or other authorized employee must be present throughout the inspection. No personnel files or contents of personnel files shall be removed from the place of inspection without advance written authorization from the Executive Director.

C. Obtaining Copies of a Current or Former Employee's Personnel File

1. A current or former employee wishing to obtain copies of documents or other materials in the employee's personnel file in person or by mail must submit a written request to the Human Resources manager along with reasonable proof of identity. A current or former employee who seeks to authorize another person to obtain copies of the employee's personnel file must provide a satisfactory written authorization along with the written request. Reasonable proof of identity may be required at the time of in-person pick up of requested documents.
2. The Human Resources manager shall issue a written notice setting a date on which the requested copies may be picked up in person during the normal business hours of the CPA and identifying the cost of reproduction that must be paid to the CPA at the time of pick up. The date for in-person pick up of the documents shall be no more than thirty (30) days after receipt of the request in Human Resources. With the requesting person's written consent, that date may be extended on one occasion by up to five calendar days. If the requesting person is a former employee who was terminated for violation of CPA Handbook or law involving harassment or workplace violence, the Human Resources manager shall have discretion to mail a copy of the personnel file at the expense of the CPA instead of scheduling an in-person pick up.
3. If the requesting person chooses delivery by mail instead of in-person pick up, the notice provided by Human Resources manager shall also identify the additional actual postage expenses for which the requesting person must reimburse CPA prior to receipt of the copies.

Personnel Data Changes

It is the responsibility of each employee to promptly notify CPA of any changes in personnel data. Employees must ensure that personal mailing addresses, telephone numbers, number and names of dependents, individuals to be contacted in the event of an emergency, educational accomplishments, and other pertinent information, are always accurate and current.

Employment Verification and References

It is the CPA policy that the Executive Director or the Human Resources manager are authorized to respond to requests for verification of employment from financial institutions, etc. No other Supervisor or employee is authorized to provide employment verification for current or former employees.

The CPA relies upon the accuracy of information contained in the data presented throughout the hiring and employment process. Any misrepresentations, falsifications, or material omissions in any of this information or data may result in exclusion of the individual from further consideration for employment or, if the individual has been hired, Termination of employment.

To help to ensure that individuals who join CPA are well qualified and have a strong potential to be productive and successful, it shall be the policy of the CPA to check employment references of prospective employees.

SECTION 8: GENERAL WORKPLACERULES

Safety

Establishment and maintenance of a safe work environment is the shared responsibility of the CPA and employees from all levels of the organization. Employees are expected to obey safety rules and to exercise caution in all their work activities. Employees are strongly encouraged to immediately report any unsafe conditions to their Supervisor. Employees at all levels of the organization are expected to correct unsafe conditions within their control as promptly as possible.

Employees who violate safety standards, who cause hazardous or dangerous situations, or who fail to report, or where appropriate, remedy such situations, may be subject to disciplinary action, up to and including Termination of employment.

All accidents that result in injury must be reported to the appropriate Supervisor, regardless of how insignificant the injury may appear. Such reports are necessary to comply with laws and initiate insurance and workers compensation benefits procedures, where applicable.

Business Use of Personal Vehicles

A. In general, employees may be required to use their private vehicles to carry out their regular job responsibilities. For this use, employees must comply with California law. Such employees are subject the provisions of this Section.

B. Use of Cell Phones While Driving

1. Cell phone use should be avoided whenever it might create an unsafe driving situation. In accordance with California law, it is against the CPA's policy to use a handheld cellular phone while operating a motor vehicle. Employees making or receiving cell phone calls while driving are required to use a hands-free device.
2. In accordance with California law, text-based communication while driving is prohibited. Specifically, writing, sending, or reading text-based communication including text messaging, instant messaging, and e-mail, on a wireless device or cell phone while driving is prohibited.
3. Failure to follow the provisions of this Handbook, or any policy, may result in disciplinary action, up to and including termination.

C. Driving Responsibilities.

Individuals who seek or hold positions that involve driving on CPA business are in roles for which CPA may have direct or indirect legal responsibility. CPA is committed to making certain that employees who have driving responsibilities do not place CPA, employees, or members of the general public at risk.

In keeping with this policy, CPA requires that employees with driving responsibilities maintain safe driving records as a condition of employment and continued employment. Individuals who fail to maintain such driving records may become unsuitable for their positions. In such cases, CPA reserves the right to discipline or terminate employees with driving responsibilities whose driving records become unsatisfactory, in the sole discretion of CPA.

In order to verify an individual's driving status, CPA may require the employees or job applicants to furnish all or portions of their driving record from the Department of Motor Vehicles or may ask them to sign any necessary authorizations that are required or appropriate to request records directly from the Department of Motor Vehicles. Subject to any limitations imposed by state or federal law, individuals must cooperate fully with any request for records or request for an authorization to seek such records from an appropriate agency or entity.

CPA Property and Equipment

A. Use of Property and Property Issued in General

1. Employees are prohibited from being on CPA property or using its facilities or property while not on duty, or for personal use at any time.
2. Work equipment, tools, and materials are provided by the CPA to its employees for the sole purpose of performing work-related tasks. Work tools are the property of the CPA, and it is the responsibility of the employee to use and maintain them appropriately. Deliberate carelessness or misuse of CPA's property, or use without authorization, will not be tolerated and may result in disciplinary action being taken against the employee, up to and including termination. Lost or misplaced property that has been issued to an employee must be reported immediately to the employee's Supervisor.
3. CPA will issue laptops and business cell phones to employees upon request by the employee and approved by the Supervisor and Human Resources manager.
 - a. Employees who use cell phones, whether personal or CPA-issued, are expected to confine the use of any personal calls in a way that should not disrupt others, occur during meetings, or interrupt work processes.
 - b. Employees who use electronic devices to conduct company business should be mindful that the CPA is a public agency and as such is subject to public records requests. Communications related to the conducting of public business using a personal device or account may result in employee's device/account information being subject to public disclosure.

4. Upon Resignation or the Termination of employment, or at any other time the CPA so requests, employees are required to return all items and property issued to them.
5. To the extent permitted by law, the CPA reserves the right to charge employees the replacement value of any lost, misplaced, stolen, or deliberately or carelessly damaged CPA property.

B. Cybersecurity

The policy of CPA is to ensure that all information existing in a computerized form is properly safeguarded and that the automated processing involved in the collection, creation, manipulation, storage, retrieval, transmission, and display of information is similarly protected, both in a manner appropriate to the value of the information to the facility and its potential for unauthorized access, destruction, disclosure, or modification.

Any unauthorized acts against CPA's Communications Systems may result in disciplinary action, up to and including dismissal. Each employee, therefore, must adhere strictly to the specific security measures and internal controls that are established for safeguarding the integrity and validity of a very valuable CPA asset.

CPA Communications Systems hardware, and any data collected, downloaded, and/or created or CPA Communications Systems described above are the exclusive property of CPA and may not be copied, shared, accessed, or transmitted to any outside party without prior written management approval or used for any purpose not directly related to the business of CPA.

Employees should not use a password, access a file, or retrieve any stored communication without authorization. Private information should not be kept on electronic communications systems. Any unauthorized access or use of CPA's computer or other communication systems is strictly prohibited.

C. Electronic Systems and Privacy

Storage areas, work areas, the contents of electronic and conventional files, other CPA documents, file cabinets, credenzas, computer systems and software, office telephones, cellular telephones, any and all electronically issued technology, modems, facsimile machines, copy and scanner machines, tools, equipment, desks, voice mail, and electronic mail are the property of CPA, and need to be maintained according to CPA rules and regulations.

To safeguard and protect the proprietary, confidential and business-sensitive information of CPA, and to ensure that the use of all electronic systems and equipment is consistent with CPA's legitimate business interests, authorized representatives of CPA may monitor the use of such systems from time to time without notice, which may include printing and reading materials, files on the system, list servers, and equipment.

Employees should be aware that e-mail messages, like CPA correspondence, and any and all messages sent electronically may be read by other CPA employees and outsiders under certain circumstances. While it is impossible to list all of the circumstances, some examples are the following: (1) during system maintenance of the e-mail system, (2) when CPA has business needs to access the employee's mailbox, (3) when CPA receives a legal request that requires disclosure of e-mail messages, or (4) when CPA has reason to believe the employee is using e-mail in violation of CPA adopted policies or this Handbook. Employees shall use a designated CPA email account for all work-related email communication.

SECTION 9: LICENSE, MEMBERSHIPS, TRAINING & CONFERENCES

The CPA encourages the continued development of its professional, technical and managerial employees through participation in organizations that are directly relevant to the primary business of the agency. It also recognizes the value of business publications in keeping employees informed of advances and trends in their specific career discipline and areas of responsibility.

- A. Licenses/Memberships.** The CPA will sponsor memberships and professional licenses where they are likely to be used in the employee's performance of their duties subject to availability of funds and approval of the Executive Director.
- B. Conferences/Training.** Employees may request attendance at professional conferences or training which will benefit the CPA and enhance the performance of the employee's job responsibilities. Participation should be for the benefit of the CPA and directly related to the job requirements of the employee. All efforts should be made to attend a conference/training which is offered locally or on-line. Training or conference attendance must be approved in advance by the Executive Director. If a Certificate of Completion is provided, a copy must be provided to Human Resources manager. All mandatory training required by the CPA including but not limited to AB 1234 training, sexual harassment, workplace violence prevention will be provided by or through the CPA.
- C. Travel.** Travel for official company business is an important part of the CPA. All trips outside of the greater Los Angeles and Ventura metropolitan area will be made with approval of the Supervisor. Employees are expected to exercise good financial judgment when traveling. GSA rates are provided via hyperlink (<https://www.gsa.gov/travel/plan-book/per-diem-rates>) to the travel request form to ensure employees are aware of acceptable expenses.

A request for travel must be completed and approved by the Executive Director prior to the travel. Unapproved travel expenses may not be reimbursed.

Airfare should be booked at coach/economy class or the lowest fare available. Ground transportation arrangements should be at reduced rates where available and in all cases at reasonable prices. Employees are expected to use less costly ground transportation where it exists (i.e. public transportation if feasible, shared airport shuttles, standard cabs). Should a rental car be necessary, employees are required to rent compact vehicles unless there is a justification for a higher size. Any travel exceeding the requirement of this section must be justified and approved by the employee's Supervisor.

Meal expenses incurred by an employee for CPA business purposes will be reimbursed at the current per diem rates published by the Internal Revenue Service. Employees shall retain original receipts for actual expenses, which may be subject to an inspection and/or audit by the Human Resources Manager for a one-year period. Employees will not be reimbursed for alcohol purchase, or meal and lodging expenses in excess of Internal Revenue Service per diem rates except as approved by the Human Resources Manager in consultation with the Executive Director.

Employees should submit their completed expense report along with required receipts within two weeks after completion of travel. Reports that do not include required receipts will be denied reimbursement.

D. Miscellaneous Expenses

1. Expenses incurred for CPA business purposes, including, but not limited to small office supply or equipment purchases are reimbursable, with the approval of the Executive Director or the Executive Director's designee where the expense is reasonable and necessary and supported by an expense reimbursement form including explanations and receipts.
 - a. Requests for reimbursement for miscellaneous expenses should be submitted monthly or when the total expenses total \$50 or greater, whichever comes sooner.
2. Local meal expenses
 - a. Local meal expenses out of the office should be claimed infrequently and must be justified in terms of CPA benefit and are permitted only when authorized by the Executive Director.
 - b. A written request to host an in-office meeting with food and attended by non-CPA personnel must be approved in advance by the Executive Director or the Executive Director's designee and must include a list of expected attendees.
 - c. In the event an CPA hosted meeting with food is provided, the request for reimbursement must verify the following:
 - That CPA business was discussed at the meeting;
 - That at least one attendee was non-CPA personnel; and
 - The names and titles of the actual attendees.
1. Reimbursement can be requested for food provided in-house in situations where work is required for completing CPA business and when it is impractical or difficult for staff to obtain their own meals. The Executive Director or the Executive Director's designee must approve such expenditures in advance.

SECTION 10: PAY

Paydays

All employees are paid bi-monthly (the 15th and last day of each month). Each paycheck will include earnings for the current pay period.

If the regularly scheduled payday falls on a day off, weekend or a holiday, employees will receive pay on the last day of work before the regularly scheduled payday.

Employees may have pay directly deposited into their bank account(s) if they provide advance written authorization to the Human Resources manager. Employees will receive an itemized statement of wages when the CPA makes direct deposits.

Payroll Deductions, Wage Attachments and Garnishments

State and federal payroll taxes will be withheld from your paycheck in accordance with state and federal law. These deductions include state and federal income tax, social security tax (FICA), state disability insurance (SDI) and Family Temporary Disability Insurance (FTDI) taxes. By law, CPA is also required to honor legal attachments and garnishments of an employee's wages or salaries. If

employee wages are attached, CPA will withhold the specified amount to satisfy the terms of the attachment.

SECTION 11: EMPLOYEE CONDUCT

Rules of Conduct

To help to assure orderly operations and provide the best possible work environment, the CPA expects employees to follow rules of conduct that will protect the interests and safety of all employees and the CPA. It is not possible to list all the forms of behavior that are considered unacceptable in the workplace, but the following are examples of infractions of rules of conduct that may result in disciplinary action, including Suspension or Termination of employment. These types of misconduct are provided for purposes of illustration only and in no way alter the at-will employment status of any CPA employees:

1. Theft or inappropriate removal or possession of property of CPA and/or CPA employees or others.
2. Falsification of records including, but not limited to, information provided on an application for employment and time-keeping records;
3. Violation of drug and alcohol abuse, as specified below, including but not limited to reporting for work, being subject to work, or being at work, under the influence of or in possession of alcohol, legal or illegal drugs;
4. Possession, distribution, sale, transfer, or use of alcoholic or illegal drugs in the workplace, while on duty, while operating employer owned vehicles or equipment, or while operating employee owned vehicles or equipment in the conduct of CPA business;
5. Assault, battery, horseplay, fighting or threatening violence in the workplace or while on duty;
6. Disruptive activity in the workplace;
7. Carelessness, incompetence, inefficiency, or negligence.
8. Insubordination;
9. Discourteous or disrespectful treatment of other employees, members of the public, customers, suppliers, or visitors, or other treatment that does not foster cooperation;
10. Malicious gossip and/or spreading rumors; engaging in behavior designed to create discord and lack of harmony; interfering with another employee on the job; or willfully restricting work output or encouraging others to do the same;
11. Dishonesty;
12. Violation of safety or health rules;
13. Sexual or other harassment, discrimination, or retaliation in violation of CPA policy or applicable state or federal law;
14. Unauthorized possession of firearms, weapons or explosives on CPA property, or while on duty; or displaying or brandishing any firearm or weapon, whether in jest or

otherwise, in any manner which can be construed as a careless, threatening or dangerous manner, except as required in the performance of official duties;

15. Unauthorized use of CPA's electronic communications systems, including, but not limited to, telephones, email, mail system, or other equipment;
16. Improper use of CPA funds;
17. Acceptance or solicitation of bribes or extortion;
18. Excessive absenteeism or any unauthorized absence;
19. Sleeping on the job or leaving the job without authorization;
20. Failure to maintain job performance standards or to properly or satisfactorily perform assigned duties;
21. Failure to maintain any employment qualification;
22. Gambling on CPA property or during working hours;
23. Conviction of a felony, or conviction of a misdemeanor relating to the employee's fitness to perform assigned duties; and/or
24. Violation of CPA policies.

Workplace Violence Prevention

A. Objectives. The CPA is strongly committed to ensuring the safety of all CPA employees. Consistent with this policy, acts or threats of violence, including intimidation, harassment, or coercion which involve or affect CPA employees will not be tolerated and will be subject to appropriate disciplinary action up to and including termination. The following are the objectives of the CPA:

1. To ensure all workplace threats and violent behavior are addressed promptly.
2. To ensure the level of physical and facility security in the CPA's workplace is sufficient to protect the health and safety of CPA employees.
3. To ensure that all disciplinary action taken for behavior prohibited under this Section is reviewed, evaluated, and administered consistently and equitably throughout the CPA and done so in a timely manner.

B. Threats or Acts of Violence Defined

A credible threat of violence is a knowing and willful statement or course of conduct that would place a reasonable person in fear for the employee's safety, or the safety of the employee's immediate family, and that serves no legitimate purpose. General examples of prohibited workplace violence include, but are not limited to the following:

1. Threatening to harm or harming an individual, the employee's family, friends, associates, or their property;
2. Fighting or challenging another individual to a fight;
3. Intimidation through direct or veiled verbal threats, or through physical threats, such as obscene gestures, grabbing, and pushing;

4. Making harassing or threatening telephone calls; sending harassing or threatening letters, emails, or other correspondence;
5. Intimidating or attempting to coerce an employee to do wrongful acts that would affect the business interests of the CPA;
6. Harassing surveillance or stalking, which is engaging in a pattern of conduct with the intent to follow, alarm, or harass another individual, which presents a credible threat to the individual and causes the individual to fear for the employee's safety, or the safety of the employee's immediate family, as defined in California Civil Code Section 1708.7;
7. Suggesting or otherwise intimating that an act to injure persons or property is appropriate behavior;
8. Possession of firearms (loaded or unloaded), weapons, or any other dangerous devices on CPA property. This includes look-alike weapons, such as toy guns. Weapons and dangerous devices may include, but are not limited to the following: blackjacks, slingshots, metal knuckles, explosive substances, dirks, daggers, gas- or spring-operated guns, knives, folding knives having a blade that locks into place, razor blades, and clubs; and/or
9. Use of a personal or CPA-issued tool or other equipment in a threatening manner toward another.

C. Reporting Workplace Violence. Any employee who is the victim of a threat or act of violence, or any employee who witnesses such conduct, should immediately report the incident to the employee's Supervisor or other appropriate person in the chain of command. Should the employee perceive that the employee is in immediate danger of a violent act, or has just been victimized by a violent act, or is a witness of a violent act, the employee shall as soon as possible:

1. Place themselves in a safe location.
2. If appropriate, call 911 and request immediate response of a police officer and be prepared to inform the police dispatcher of the circumstances and the exact location of where an officer is needed.
3. Inform a Supervisor or the Human Resources manager of the circumstances.
4. Complete a written report as soon as possible and submit the original copy to the Human Resources manager.
5. Cooperate fully in any administrative or criminal investigation, which shall be conducted within existing policy and laws.
6. Direct all inquiries from the media about violence on CPA premises to the Executive Director.

D. Reporting Suspected Future Workplace Violence. Employees who have reason to believe they or any CPA employee may be the subject of a violent act in the workplace or as a result of their CPA employment, should immediately notify their Supervisor or the Human Resources manager.

E. Violation of Section. The prohibition against threats and acts of violence applies to all persons involved in the CPA's operation, including but not limited to CPA employees, Interns, vendors,

and anyone else on CPA property. Violations of this section by any individual may be followed by legal action as appropriate, which may include, seeking a temporary restraining order and/or injunction on behalf of CPA employees if the situation warrants such action. In addition to appropriate legal action, violations of this section by employees, including making a false report under this section, may lead to appropriate disciplinary action, up to and including termination.

Drug and Alcohol Abuse

CPA is concerned about the use of alcohol, marijuana, illegal drugs, or controlled substances as it affects the workplace. CPA complies with state and federal drug abuse regulations, including the Drug-Free Workplace Act of 1988 and California Drug-Free Workplace Act of 1990. Use of these substances whether on or off the job can adversely affect the employee's work performance, efficiency, safety and health. The use, transfer, distribution, sale, being under the influence of, or possession of these substances on the job (regardless of whether on the premises, on duty, or operating a vehicle or potentially dangerous equipment owned by CPA) constitutes a potential danger to the welfare and safety of other employees, and exposes CPA to the risks of property loss or damage, or injury to other persons. Furthermore, the use of prescription drugs and/or over-the-counter drugs (including medical marijuana) may also affect the employee's job performance and seriously impair employee's value to CPA. Any employee who is using prescription or over-the-counter drugs that may impair employee's ability to safely perform the job, or affect the safety or well-being of others, must notify a Supervisor of such use immediately before starting or resuming work. All precautions necessary to preserve the employee's privacy will be taken.

This policy will not be construed to prohibit the use of alcohol at social or business functions sponsored by CPA where alcohol is served or while entertaining business associates of CPA. However, employees must always remember their obligation to conduct themselves properly while at company-sponsored functions or while representing CPA.

Employees must adhere to the rules stated in this section and Handbook as a condition of employment. Failure to comply with this Handbook may result in Discipline, including Termination. The Human Resources manager has been designated to administer this section, monitor the program and make reports as required by law.

SECTION 12: EMPLOYEE BENEFITS

CPA has developed and invested in an employee benefit program to supplement employee's regular wages. These benefits include health, retirement plan, deferred compensation plan, long term disability insurance, term life insurance, supplemental life insurance, flexible spending accounts, transportation allowance, employee assistance program, and voluntary employee benefits. Details of all benefits are listed in the Employee Benefits Guide. Details of health, retirement plan, long term disability insurance, term life insurance, and transportation allowance benefits are detailed below.

Health / Dental / Vision

CPA offers full coverage at the Kaiser Platinum level for employees and dependents. CPA offers basic dental and vision coverage for employees and dependents. CPA reserves the right to charge

a copay for dependent coverage. Employees who select a higher cost health insurance option, either PPO or other HMO, cover the cost difference. Cash-out options for those who have health care provided elsewhere (i.e. through a spouse) are available upon proof of coverage comparable or better than the Kaiser Platinum level offered by Clean Power Alliance. The cash-out amount is \$500 monthly and may change from time to time.

Retirement Plan

Employee will be enrolled automatically in a 403(b) program immediately upon employment unless they choose to opt-out. Employee is eligible for ongoing employer contribution of 6% of the employee salary and up to a 4% employer match contribution, for a maximum total of 10%. Employees own 100% of any employee contribution immediately. Employees have ownership of the employer contribution and any match amount in equal increments over a three (3) year period of employment, (i.e. 33% annually). Employees own 100% of the employer contribution and any match amount after three (3) consecutive years of employment. Any amount not owned by the employee (i.e. in the case that they leave CPA prior to completing 3 years of employment) will be returned to CPA.

Long-Term Disability Insurance

Long-term disability (LTD) insurance shall be provided to all full-time employees at 60% of salary subject to terms of LTD carrier and capped based on salary.

Term Life Insurance

Group life insurance shall be provided to all full-time employees at a minimum benefit amount of one-time (1x) salary, subject to the terms of the insurance carrier.

Transportation Allowance

Full-time employees are eligible for a transportation allowance of \$200 a month to offset the cost of any non-auto mode of transportation for commuting purposes. To be eligible, employees must request the transportation allowance from the Human Resources manager. Employees requesting the transportation allowance certify that their primary mode of transportation to and from work is via a non-auto mode.

SECTION 13: LAYOFF/SEPARATION FROM EMPLOYMENT

Layoff Procedures and Work Reductions

- A. General.** Whenever, in the judgment of the CPA Board, it becomes necessary in the interest of economy or reorganization, to eliminate any position or employment, depending on the scope of the reduction, (i.e., agency-wide, job classification, position), employees will be selected for layoff based on a combination of factors, including, but not necessarily limited to: past performance and productivity, qualifications, attendance, attitude, ability and willingness to work the required days and hours, and the ability to work cooperatively with others in the affected work unit.

1. The weight given to the above factors may vary depending upon the needs of the affected work unit and CPA as a whole at the time of the layoff.
2. Seniority shall be considered only when, in CPA's opinion, all other factors are equal between two or more employees in the affected work unit. Seniority will be computed based on an employee's total continuous service with CPA. For this purpose, continuous service before and after any break in service of less than thirty (30) Days or an approved leave of absence, will be counted.

B. Vacancy and Demotion. Except as otherwise provided, whenever there is a reduction in the work force, the Executive Director shall first demote an employee identified for Layoff to a Vacancy, if any, within the same department in a position with a Reduction in Pay, for which the employee is qualified. Secondly, employees may request to demote to a vacant position within the organization. An employee requesting a Demotion must file a written request with the Supervisor within five (5) business days of receiving written notice of Layoff. An employee who is offered a Demotion has the right to refuse the Demotion.

Severance

CPA does not maintain a formal severance pay policy nor provide severance pay to employees who leave CPA for any reason. Severance pay should therefore not be expected. However, CPA reserves the right to make exceptions to this Handbook at any time and may provide for severance pay in certain circumstances at its sole discretion.

Separation from Employment with CPA

- A. Abandonment of Position.** An employee may be terminated from employment if the employee is on an unauthorized leave of absence as set forth in Section 6.
- B. Layoff/Expiration of Contract Work.** As provided in Section 2 an employee may be separated by Layoff or expiration of the timeframe for which the position was created.
- C. Resignation.** An employee wishing to leave employment in good standing will file with the Human Resources manager a written Resignation stating the effective date at least two (2) weeks before leaving the service, unless approval for a shorter notice is obtained by the Executive Director. Resignation will be deemed accepted upon submission. A Resignation made without the notice required may be regarded as cause for denying the resigning employee future employment with CPA and will be considered a Resignation not in good standing.
- D. Retirement.** Retirement from employment will be subject to the terms and conditions of the applicable statutes, rules, and regulations of their 403(b)/457(b) retirement plan(s) with CPA.
- E. Disability.** An employee may be separated for disability when the employee cannot perform the essential functions of the job, with or without a legally required reasonable accommodation, and is either not eligible to retire for disability or waives that right voluntarily.
- F. Death of the Employee.** In the event of a death of an employee, payment of all earned wages due will be in accordance with the laws of the State of California. Unless otherwise provided by law, payment of any other funds due will be paid to the beneficiary so designated in writing by the employee.

Exit Interviews

If employee resigns voluntarily, the Human Resources manager or employee's direct Supervisor will conduct an interview whenever feasible. This interview will allow the employee to communicate employee's views on the employee's work with CPA and the job requirements, operations and training needs. It also provides the employee an opportunity to discuss issues concerning benefits and insurance. At the time of the interview, employees are expected to return all company-furnished equipment, such as I.D. cards, keys, and credit cards.

SECTION 14: SALARY DISCLOSURE

As a public agency, CPA is committed to transparency. As such, salary ranges of all positions will be disclosed as required under California law.

EMPLOYEE ACKNOWLEDGEMENT FORM

This is to acknowledge that I have received a copy of the Clean Power Alliance (“CPA”) Employee Handbook and understand that it contains important information on CPA’s general personnel policies and on my privileges and obligations as an employee. I acknowledge that I am expected to read, understand, and adhere to CPA policies and will familiarize myself with the material in the handbook. I understand that I am governed by the contents of the handbook and that CPA may change, rescind or add to any policies, benefits or practices described in this handbook, other than the employment-at-will policy, from time to time in its sole and absolute discretion, with or without prior notice. CPA will advise employees of material changes within a reasonable timeframe.

Furthermore, I understand that employment with CPA is not for a specified term and is at the mutual consent of the employee and CPA. Accordingly, either the employee or CPA can terminate the employment relationship at will, with or without cause, at any time. This represents a final and binding integrated agreement with respect to the at-will nature of the employment relationship and cannot be modified, unless it is modified in a written agreement signed both by the Executive Director and I.

I UNDERSTAND THAT NOTHING CONTAINED IN THE HANDBOOK IS INTENDED TO CREATE, NOR BE CONSTRUED AS CREATING, AN EXPRESS OR IMPLIED CONTRACT, OR GUARANTEE OF EMPLOYMENT FOR A DEFINITE OR INDEFINITE TERM.

EMPLOYEE’S SIGNATURE

DATE

EMPLOYEE’S PRINTED NAME

Item V

To: Clean Power Alliance (CPA) Board of Directors
From: Ted Bardacke, Executive Director
Subject: Management Update
Date: September 5, 2019

Billing System Update

As reported at the July Board meeting, beginning in late May and into June, SCE identified several issues with its billing system that caused delays in the issuance of bills, or the issuance of incomplete bills, to CPA and other CCA customers.

As of mid-June, 110,000 accounts were issued bills with SCE charges but without CPA charges. In addition, SCE did not report usage to CPA on as many as 47,000 discrete account billing cycles resulting in some customers not receiving bills at all for one or more billing cycles.

For the first group, during July and August, CPA's data manager Calpine resubmitted all charges on a daily basis in cadence with normal billing cycles so that make up charges were on customers' regular bills – not a separate bill. That process was completed on August 19 and while there are still a few accounts that need some manual intervention, the vast majority of the accounts in this category have received bills that are up to date. There are an additional approximately 10,000 accounts with missing SA2 charges that accumulated after SCE's major systemic fixes; those accounts are expected to be rebilled by the end of September.

For the second group, the number of unbilled accounts has been reduced to approximately 10,000. Progress was initially slow in resolving these accounts, but SCE cleared 7,000 in the last week of August. CPA has not been given an ETA on when this backlog will be cleared.

While the billing issues are not fully resolved, enough progress has been made to identify some trends:

- Cash receipts have recovered to be more in line with projections, increasing by an average of \$1.5 million daily compared to June.
- There was a significant increase in call center contacts, rising from almost 7,000 in June to over 14,000 in July and nearly 10,000 in August.
- Opt-outs and Opt-Actions: 1.1% of the impacted customers have opted-out of CPA . Even more (1.4%) have taken the opportunity to change their rate plan -- 81% changed to Lean Power, 13% changed to Clean Power, and 6% opted-up to 100% Green Power

Financial Performance

CPA's financial performance through May remained ahead of projections, with positive financial results compared to the approved amended budget. Year-to-date revenues were 2% higher than amended budget revenue forecasts and energy costs were 7% below budgeted energy costs. Net income was \$12.7 million greater than budgeted. CPA's monthly financial dashboard for May is attached to this report.

Financial performance in June, when new summer rates took effect, was at the lower end of projections. Two interrelated factors contributed to these less favorable monthly results – cooler weather, which reduces revenues and lower power prices, which makes CPA's forward energy purchases less valuable. Final results for June, which is the last month of CPA's fiscal year, will be available later in the fall due to a lag in closing out the fiscal year and engaging with CPA's independent auditor.

In mid-August, CPA fully paid down its private bank credit line. The \$10 million LA County start-up loan remains outstanding.

Opt-Actions

As of August 26, CPA's commercial (Phases 1, 2, and 4) opt-out rate is 5.17%. Opt-outs among commercial customers began to slow during the latter half of August, though commercial customers in the 100% Green default jurisdictions continue to opt-out in higher numbers than any other customer type. CPA expects to reach steady state with small and medium sized commercial customers by the end of the year. The reopening of Direct Access in 2020 adds some medium-term uncertainty to opt-out rates among larger commercial customers. The opt-out rate for new commercial customers who have started accounts since CPA's initial enrollment is 1.10%.

CPA's Residential (Phase 3) opt-out rate is 4.85% and is close to reaching steady state. Opt-out rates among new residential move-ins is significantly lower at 1.37%. A summary of opt-action data by jurisdiction is attached.

Total opt-out by load is estimated to be 13.5%. CPA is in the process of revising its overall load forecast based on new historic load information received from SCE and data on customer behavior over the course of the summer.

Customer Service Center Performance

Call center volume in July and August increased significantly to 14,246 and 9,187 respectively compared 6,998 calls in June. This increase is directly attributable to customers enquiring with CPA about SCE billing system challenges. Over 95% of calls in August were answered within 60 seconds, and average wait time was 22 seconds. CPA has continued to operate its call center for extended hours in order to handle the increased volume of customer billing issue inquires. CPA may consider scaling back to normal hours at the end of September depending on call volume.

Customer Communications

In late September CPA will be mailing its final 2018 Power Content Label, approved by the California Energy Commission, to all customers who took service from CPA during 2018.

Contracts Executed in July and August Under Executive Director Authority

The audit firm Baker Tilly was selected by the Finance Committee and contracted to conduct CPA's annual financial audit for a fixed amount of \$30,000.

The audit firm Abbot, Stringham and Lynch was contracted to perform CPA's annual audit of its Power Source Disclosure submission to the California Energy Commission for the Lean, Clean and 100% Green rate options for a NTE of \$12,400.

The NTE of CPA's existing contract with the law firm of Holland and Hart was increased by 10% (\$1,800) for additional work related to the PPA negotiations with NextEra.

The translation firm InterEthnica was contracted for translation services for CPA's website and printed materials for a NTE of \$10,000.

The mail house West Coast Mailers was contract for mailing required notices such as CPA's Power Content Label and Green-E notifications for a NTE of \$20,000.

A list of non-energy contracts executed under the Executive Director's signing authority is attached. The list includes open contracts as well as all contacts, open or completed, executed in the past 12 months.

Staffing Update

CC Song has been hired as CPA's Director of Regulatory Affairs. CC comes to CPA from Marin Clean Energy, where she was a member of the regulatory affairs team for four years, eventually rising to Manager. CC is a graduate of UCLA's Luskin School of Public Affairs and previously worked for the Greenlining Institute. She begins at CPA on September 26.

Rigoberto Garcia joined CPA on August 30 as Board Secretary. Rigo comes to CPA with over 15 years of public agency service, including most recently serving as the Assistant City Clerk for the City of Whittier, a CPA member agency.

Upcoming Events

September 4-6, 2019 Renewable Energy Markets Conference: CPA is a promotional partner of the 2019 Renewable Energy Markets Conference in San Diego, hosted by the nonprofit Center for Resource Solutions and co-sponsored by the U.S. Environmental Protection Agency. CPA's Director of Power Planning & Procurement is participating in a panel discussion on Friday, September 6 on Community Choice Energy: Overcoming Market and Procurement Barriers.

Learn more and register at <https://www.renewableenergymarkets.com>.

November 6-7, 2019 CalCCA Annual Meeting: CPA is the co-host for this year's annual CalCCA Conference which will take place in Redondo Beach. The Conference will include a special luncheon for elected officials on Wednesday, November 6. More information, including a draft agenda to be released soon. Please contact Jennifer Ward at jward@cleanpoweralliance.org if you plan to attend the 2019 CalCCA Annual Meeting.

Attachments:

- 1) May 2019 Financial Dashboard
- 2) Customer Opt-Actions Report
- 3) Non-energy Contracts Executed under Executive Director Authority



Financial Dashboard

Summary of Financial Results

YTD
May
2019

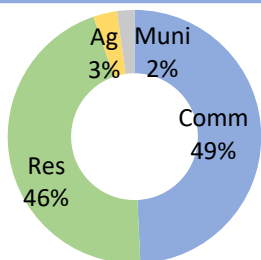
Active Accounts

1,054,000

Opt-Out %

3.8%

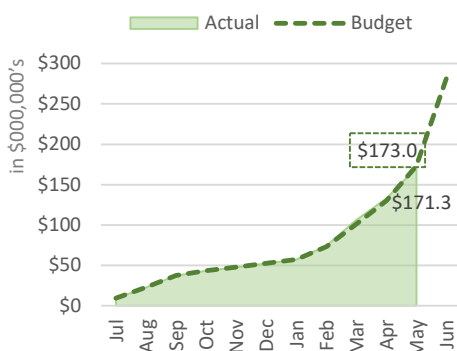
YTD Sales Volume
2,907 GWh



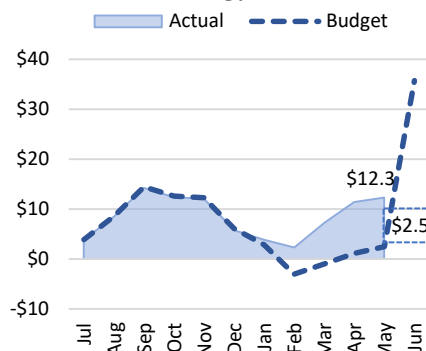
in \$000,000's	May				Year-to-Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Energy Revenues	\$38.3	\$29.1	\$9.2	32%	171.3	173.0	-1.7	-1%
Cost of Energy	\$37.4	\$27.0	\$10.5	39%	158.9	170.5	-11.6	-7%
Net Energy Revenue	\$0.9	\$2.1	-\$1.2	-58%	12.3	2.5	9.8	396%
Operating Expenditures	\$1.6	\$3.5	-\$1.9	-55%	9.9	12.8	-2.8	-22%
Net Income	-\$0.7	-\$1.3	\$0.7		2.4	-10.3	12.7	

- CPA recorded near break-even financial results for the month. Expenditures remain within authorized budget limits.
- For year-to-date:
 - Revenues of \$171 million were 2% below amended budget revenues.
 - Cost of energy of \$159 million was 7% below budgeted energy costs.
 - Operating expenditures of \$9.9 million were 22% lower than budgeted primarily due to lower than budgeted staffing, legal services, and Data & SCE service fees.
 - Net income of \$2.4M was \$12.7 million greater than budgeted net loss of \$10.3M.
 - Management believes that available liquidity and bank lines of credit are sufficient for CPA to continue to meet its obligations.

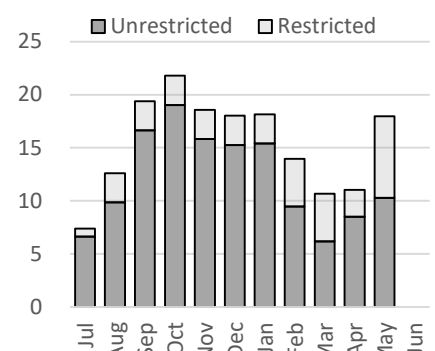
Cumulative Revenue



Net Energy Revenue



Cash & Cash Equivalents



Definitions:

Accounts: Active Accounts represent customer accounts of active customers served by CPA

Opt-out %: Customer accounts opted out divided by eligible CPA accounts

YTD Sales Volume: Year to date sales volume represents the amount of energy (in gigawatt hours) sold to retail customers

Revenues: Retail energy sales less allowance for doubtful accounts

Cost of energy: Cost of energy includes direct costs incurred to serve CPA's load

Operating expenditures: Operating expenditures include general, administrative, consulting, payroll and other costs required to fund operations

Net income: Net income represents the difference between revenues and expenditures before depreciation and capital expenditures

Cash and Cash Equivalents: Includes cash held as bank deposits.

Year to date (YTD): Represents the fiscal period beginning July 1, 2018

Clean Power Alliance - Residential Customer Status Report - As of August 26, 2019

		Opt Percentage by City & County				
CPA Cities & Counties	Default Tier	Total Eligible Accounts	Opt Up %	Opt Mid %	Opt Down %	Opt Out %
AGOURA HILLS	Lean Power	7,405	0.38%	0.20%	0.00%	6.36%
ALHAMBRA	Clean Power	30,641	0.11%	0.00%	0.82%	2.26%
ARCADIA	Lean Power	19,767	0.12%	0.08%	0.00%	2.47%
BEVERLY HILLS	Clean Power	15,208	0.15%	0.00%	1.10%	1.50%
CALABASAS	Lean Power	9,094	0.18%	0.12%	0.00%	3.09%
CAMARILLO	Lean Power	25,941	0.39%	0.27%	0.00%	8.00%
CARSON	Clean Power	25,185	0.09%	0.00%	0.77%	2.23%
CLAREMONT	Clean Power	11,779	0.46%	0.00%	1.61%	7.10%
CULVER CITY	100% Green Power	16,402	0.00%	1.22%	3.17%	3.49%
DOWNEY	Clean Power	33,990	0.05%	0.00%	0.82%	2.62%
HAWAIIAN GARDENS	Clean Power	3,198	0.03%	0.00%	0.78%	1.50%
HAWTHORNE	Lean Power	25,145	0.13%	0.03%	0.00%	1.31%
LOS ANGELES COUNTY	Clean Power	283,636	0.12%	0.00%	1.07%	2.89%
MALIBU	Clean Power	5,644	0.21%	0.00%	1.38%	2.73%
MANHATTAN BEACH	Clean Power	14,269	0.54%	0.00%	1.96%	2.78%
MOORPARK	Clean Power	11,513	0.29%	0.00%	2.62%	13.80%
OJAI	100% Green Power	3,113	0.00%	1.09%	4.24%	7.45%
OXNARD	100% Green Power	50,700	0.00%	0.45%	2.35%	5.57%
PARAMOUNT	Lean Power	12,851	0.04%	0.02%	0.00%	1.28%
REDONDO BEACH	Clean Power	29,732	0.31%	0.00%	1.54%	2.39%
ROLLING HILLS ESTATES	100% Green Power	2,949	0.00%	1.97%	6.44%	5.60%
SANTA MONICA	100% Green Power	47,998	0.00%	0.64%	2.69%	5.20%
SIERRA MADRE	Clean Power	4,871	0.64%	0.00%	1.68%	4.04%
SIMI VALLEY	Lean Power	41,820	0.15%	0.14%	0.00%	9.06%
SOUTH PASADENA	100% Green Power	10,828	0.00%	0.61%	2.38%	3.34%
TEMPLE CITY	Lean Power	11,681	0.10%	0.06%	0.00%	2.45%
THOUSAND OAKS	100% Green Power	45,559	0.00%	1.74%	6.32%	16.05%
VENTURA	100% Green Power	39,562	0.00%	1.09%	3.71%	9.54%
VENTURA COUNTY	100% Green Power	31,214	0.00%	0.84%	4.31%	10.73%
WEST HOLLYWOOD	100% Green Power	23,375	0.00%	0.40%	1.68%	1.93%
WHITTIER	Clean Power	28,439	0.14%	0.00%	1.22%	3.60%
	Total	923,509	0.12%	0.29%	1.67%	4.87%

Opt Percentage by Default Tier					
Default Tier	Total Eligible Accounts	Opt Up %	Opt Mid %	Opt Down %	Opt Out %
100% Green Power	271,700	0.00%	0.91%	3.56%	7.93%
Clean Power Power	498,105	0.16%	0.00%	1.14%	3.12%
Lean Power	153,704	0.18%	0.12%	0.00%	5.13%
Total	923,509	0.12%	0.29%	1.67%	4.87%

Clean Power Alliance - Non-Residential Customer Status Report - As of August 26, 2019

		Opt Percentage by City & County				
CPA Cities & Counties	Default Tier	Total Eligible Accounts	Opt Up %	Opt Mid %	Opt Down %	Opt Out %
AGOURA HILLS	Lean Power	1,582	0.00%	0.00%	0.00%	5.25%
ALHAMBRA	Clean Power	5,007	0.00%	0.00%	0.50%	6.59%
ARCADIA	Lean Power	3,681	0.00%	0.11%	0.00%	2.80%
BEVERLY HILLS	Clean Power	4,431	0.02%	0.00%	0.59%	2.23%
CALABASAS	Lean Power	1,274	0.00%	0.00%	0.00%	8.01%
CAMARILLO	Lean Power	5,165	1.28%	0.17%	0.00%	6.78%
CARSON	Clean Power	4,941	0.00%	0.00%	0.61%	6.03%
CLAREMONT	Clean Power	1,617	0.06%	0.00%	0.87%	5.01%
CULVER CITY	100% Green Power	3,529	0.00%	0.71%	1.42%	3.80%
DOWNEY	Clean Power	4,769	0.00%	0.00%	0.50%	3.46%
HAWAIIAN GARDENS	Clean Power	584	0.00%	0.00%	0.51%	0.86%
HAWTHORNE	Lean Power	4,113	0.00%	0.00%	0.00%	2.59%
LOS ANGELES COUNTY	Clean Power	29,541	0.03%	0.00%	0.64%	2.20%
MALIBU	Clean Power	1,388	3.96%	0.00%	0.00%	4.18%
MANHATTAN BEACH	Clean Power	2,004	4.84%	0.00%	0.60%	4.04%
MOORPARK	Clean Power	1,895	1.11%	0.00%	0.53%	6.60%
OJAI	100% Green Power	828	0.00%	1.57%	3.02%	5.80%
OXNARD	100% Green Power	8,740	0.00%	0.15%	8.14%	7.38%
PARAMOUNT	Lean Power	3,155	0.03%	0.00%	0.00%	3.87%
REDONDO BEACH	Clean Power	4,970	0.00%	0.00%	0.80%	3.02%
ROLLING HILLS ESTATES	Lean Power	528	5.11%	0.19%	0.00%	7.95%
SANTA MONICA	100% Green Power	9,140	0.00%	0.66%	2.98%	4.22%
SIERRA MADRE	Clean Power	515	0.00%	0.00%	2.14%	2.72%
SIMI VALLEY	Lean Power	5,890	0.20%	0.03%	0.00%	5.72%
SOUTH PASADENA	Clean Power	1,422	0.07%	0.00%	1.13%	1.20%
TEMPLE CITY	Lean Power	1,427	0.00%	0.00%	0.00%	0.98%
THOUSAND OAKS	100% Green Power	7,501	0.00%	0.19%	2.73%	10.67%
VENTURA	100% Green Power	8,659	0.00%	1.44%	3.81%	7.54%
VENTURA COUNTY	100% Green Power	7,110	0.00%	1.34%	3.05%	17.05%
WEST HOLLYWOOD	100% Green Power	4,111	0.00%	0.22%	1.29%	2.41%
WHITTIER	Clean Power	4,229	0.00%	0.00%	0.61%	2.77%
Total		143,766	0.23%	0.26%	1.60%	5.17%

Opt Percentage by Default Tier					
Default Tier	Total Eligible Accounts	Opt Up %	Opt Mid %	Opt Down %	Opt Out %
100% Green Power	49,618	0.00%	0.71%	3.75%	8.02%
Clean Power Power	67,313	0.27%	0.00%	0.63%	3.25%
Lean Power	26,835	0.40%	0.06%	0.00%	4.70%
Total	143,766	0.23%	0.26%	1.60%	5.17%

Clean Power Alliance					
Non-energy contracts executed under Executive Director authority					
Rolling 12 months -- Open contracts shown in Bold					
Vendor	Purpose	Month	NTE Amount	Status	Notes
Abbot, Stringham and Lynch	2018 CEC Power Source Disclosure Audit	August 2019	\$ 12,400	Active	
West Coast Mailers	Bulk Mailing Services	August 2019	\$ 20,000	Active	
InterEthnica	Written Translation Services, Typesetting, and Graphic Design in Spanish, Chinese, and Korean.	August 2019	\$ 10,000	Active	
Holland and Hart	NTE increase for NextEra PPA	August 2019	\$ 19,800	Active	10% increase of original contract NTE of \$18,000
Baker Tilly	FY 2018/2019 Financial Audit	August 2019	\$ 30,000	Active	
Bill Gurnsey	Subset Customer Outreach	June 2019	\$ 15,000	Active	
E3	TOU Rate Analysis	June 2019	\$ 125,000	Active	
Manatt Phelps	Legal Services (JPA governance research)	May 2019	\$ 15,000	Active	
Abbot, Stringham and Lynch	Green-E Certification - 100% Green Power Product	May 2019	\$ 6,200	Completed	
Abbot, Stringham and Lynch	AMI Data Audit	April 2019	\$ 13,500	Completed	
SHI International	VPN and SQL Database (IT)	April 2019	\$ 6,500	Active	
Polsinelli	Legal services (Employment Law)	March 2019	\$ 18,000	Active	
Chapman	Legal services (Credit Agreement)	March 2019	\$ 10,000	Completed	
Mustang Marketing	Communications and outreach to commercial and institutional customers and business groups in the Conejo Valley and Ventura County	February 2019	\$ 7,500	Completed	Amount increased in May 2019 by additional \$7,500 for an additional two months
LOACOM	Social media services and messaging to residential customers	February 2019	\$ 10,500	Completed	
NKE Strategies	Communications and media relations related to SCE undercollection	November 2018	\$ 10,000	Completed	
Corepoint 1, Inc.	Preparation of Implementation Plan Addendum No. 3 (Westlake Village)	November 2018	\$ 19,500	Completed	Reimbursed by City of Westlake Villiage
Karen Schmidt	Staff work for CPA prior to full time employment	October 2018	\$ 30,000	Completed	
M.CUBED (Richard McCann)	Financial review of SCE's proposed early termination agreement with the Coso geothermal plant	July 2018	\$ 15,000	Active	
Sustento Group (David Hodgins)	Communications and outreach for key commercial accounts	March 2018	\$ 17,000	Completed	Increased NTE to \$17,000 in May 2019 to assist with Phase 4 large customers

Item VI

To: Clean Power Alliance (CPA) Board of Directors

From: Gina Goodhill, Policy Director & Nancy Whang, General Counsel

Subject: SCE Public Safety Power Shutoff (PSPS) Program

Date: September 5, 2019

On September 5, the Board of Directors will receive a presentation from Luis Lara, Senior Business Analyst for Southern California Edison's (SCE) Business Customer Division – Outage Communications, regarding SCE's Public Safety Power Shutoff (PSPS) Program and impacts to local jurisdictions.

Staff has provided a background and legislative/regulatory context on the PSPS Program below.

BACKGROUND

Over the last few years, California has experienced an increase in record-breaking wildfires. According to Cal Fire, power lines have been responsible for roughly half of the most destructive fires in California history. In order to minimize the threat caused by power lines, California's Investor Owned Utilities (IOUs) have begun proactively cutting power to lines during certain weather conditions in order to reduce the likelihood that these lines could cause a fire. These actions are known as Public Safety Power Shutoff (PSPS) and have been authorized by the California Public Utilities Commission (CPUC) Rulemaking on Electric Utility De-Energization of Power Lines in Dangerous Conditions.

CPUC PROCEEDING

The CPUC instituted this rulemaking in December 2018 as a response to SB 901 which required electric IOUs to submit Wildfire Mitigation Plans. This rulemaking directed the IOUs to create plans for turning off power to the grid when certain conditions were met and ordered utilities to engage local communities in developing de-energization programs and customer notifications. The rulemaking is divided into two phases, with Phase 1 focused on PSPS notification, communication and outreach. The Phase 1 Decision has been completed; additional issues around PSPS will be determined in Phase 2.

Phase 1 Decision

On June 4, 2019, the CPUC issued a 176-page final decision (D.19-05-042) for Phase 1 proceeding that:

- Clarifies that “public safety partners” includes CCAs. The IOUs must have 24-hour points of contact with each public safety partner. The decision directs the IOUs to immediately begin working with these public safety partners to develop notification programs, and where possible, integrate this notification program into the Standardized Emergency Management System (SEMS) framework. Ultimately, the goal is for local governments to provide supplemental notifications.
- Clarifies that “critical facilities” include facilities and infrastructure that are essential to public safety and require additional assistance and advance planning to ensure resilience during emergencies. An interim list of facilities such as police and fire stations, schools, prisons, hospitals, communications infrastructure, electric utility facilities, and water facilities was required. The IOUs must have 24-hour points of contact for each critical facility and must assess the ability of each critical facility to maintain operations during PSPS of differing lengths.
- Directs the IOUs to partner with local governments and agencies to encourage the identification of vulnerable communities. Due to privacy concerns, it directs the IOUs to develop a means for people to self-identify as vulnerable during a PSPS event.
- Directs the IOUs to provide advance notice of a PSPS event whenever possible.

Phase 2

On August 15, 2019, the CPUC issued a Scoping Memo and Ruling (“Phase 2 Ruling”) identifying the issues to be addressed and a preliminary schedule for Phase 2. The Phase 2 Ruling created two tracks to run concurrently.

- Track 1 issues will include:
 - standard definitions of what constitutes critical facilities, vulnerable populations etc.
 - additional information sharing protocols for “functional needs” populations and local governments
 - PSPS strategy and decision-making, including whether adopting standardized wildfire risk criteria (wind speeds, weather conditions, vegetation dryness conditions, etc.) across utilities promote the public safety
 - what role CCAs should play in communication about PSPS events

The issues of Track 1 will be considered through a proposal/comment process and workshops.

- Track 2 issues will include:
 - guidelines the CPUC should adopt for notification and communication if local jurisdictions choose not to form an emergency operations center during a PSPS event
 - mitigation, including what services are needed during a PSPS event to mitigate risk, such as cooling centers and battery charging centers and who should bear the cost of back-up generation
 - consideration of how the CPUC can ensure that the IOUs are taking proactive measures to reduce the need for PSPS in the future, e.g. grid hardening, vegetation management, resiliency zones, etc.

- timelines for re-energization of power lines and requests to delay PSPS events
- education and outreach, including who the public should expect to hear from and when

The CPUC indicated that it will issue a subsequent ruling setting forth the procedural mechanisms and schedule for Phase 2 Track 2 sometime following the Phase 2 Ruling.

LEGISLATIVE ACTION

The Legislature has approached PSPS as just one part of the larger wildfire and resiliency discussions over the past few years. Recent legislation that has touched on PSPS has included the following:

- SB 1028 (Hill, Chapter 598, Statutes of 2016) Requires the IOUs to file annual wildfire mitigation plans with the CPUC.
- SB 901(Dodd, Chapter 626, Statutes of 2018) addressed numerous issues concerning wildfire prevention, response and recovery, and expands the requirements of the protocols related to PSPS as part of the electric utility's wildfire mitigation plans.
- SB 167 (Dodd, 2019) would require electrical corporations to include impacts on customers enrolled in specified programs as part of the protocols for PSPS within their wildfire mitigation plans filed at the CPUC. The bill is awaiting a vote on the Assembly Floor. CPA has not taken a position on this bill.
- SB 560 (McGuire, 2019) would update notification protocols required as a result of a de-energization event. Additionally, requires telecommunication providers, upon receipt of PSPS notification, to coordinate with appropriate stakeholders for the affected area including, but not limited to, public safety offices, emergency response offices, electrical corporations, local publicly owned electric utilities, and

electrical cooperatives (CCAs are currently not included). The bill is awaiting a vote on the Assembly Floor. CPA has not taken a position on this bill.

- SB 774 (Stern, 2019) would have required specified actions related to the deployment of microgrids and would have required IOUs to work with local governments and the Office of Emergency Services to prepare for PSPS. The bill was held in the Assembly Committee on Utilities & Energy. CPA took a Support if Amended position.
- AB 1144 (Friedman, 2019) would require the CPUC to allocate 10 percent of the 2020 funds from the Self Generation Incentive Program for the installation of energy storage and other eligible DERs at facilities that provide critical infrastructure to communities in High Fire Threat Districts to support community resiliency. The bill is awaiting a vote on the Senate Floor. CPA submitted a letter of support.

More directly, the Senate Subcommittee on Gas, Electric, and Transportation Safety within the Committee on Energy, Utilities and Communication in the California State Legislature held a hearing on August 14 focused on electric utility de-energization. The hearing brought together the CPUC, California Independent System Operator (CAISO), California Office of Emergency Services (CalOES), PG&E, Northern California communities and other relevant stakeholders to better understand 1) the PSPS process and the role of the IOUs, and; 2) how communities are impacted by PSPS events and how they can prepare. The August 14 hearing largely focused on Northern California. However, Senators Henry Stern and Susan Rubio from Southern California both sit on the committee and mentioned Southern California communities in their remarks.

IMPACTS FOR CPA

Per the June 4 Decision on Phase 1, CCAs are identified as public safety partners, and therefore receive priority notification of a potential and actual de-energization event. CPA has received notifications from SCE since June 2019 each time SCE considers a potential PSPS, which includes details about the specific communities that would be affected. CPA

then shares the information via social media. To date there have been no PSPS events in CPA service territory; potential PSPS events in CPA territory have been called in unincorporated LA County in the Antelope Valley.

Phase 2 of the proceeding is likely to identify additional impacts and responsibilities for CCAs. In addition, local governments, facilities, businesses, and customers within CPA territory are likely to be directly affected by PSPS events. For example, at the August 14 Legislative hearing, part of the discussion focused on the health and safety impacts to medically sensitive customers, as well as the financial impacts to large commercial customers, including local governments. Staff will monitor Phase 2 of the CPUC proceeding and its potential impact on CPA and CPA customers.

As part of its local programs strategic plan, CPA has identified “resilience” as a potential focus area for program development. The ongoing development of the PSPS program is likely to inform the nature and direction of these potential resiliency programs.

Attachment: 1) SCE Presentation

Our Commitment to California

Keeping our communities safe from wildfires



SOUTHERN CALIFORNIA
EDISON[®]



California's wildfire problem is serious and worsening.

- Ten of the most destructive wildfires have happened since 2015
- About a quarter of our service area is located in high fire risk areas

A COMPREHENSIVE STRATEGY to prevent, combat and respond



**Bolstering Situational
Awareness Capabilities**



**Enhancing
Operational Practices**



**Hardening the
Electric Grid**

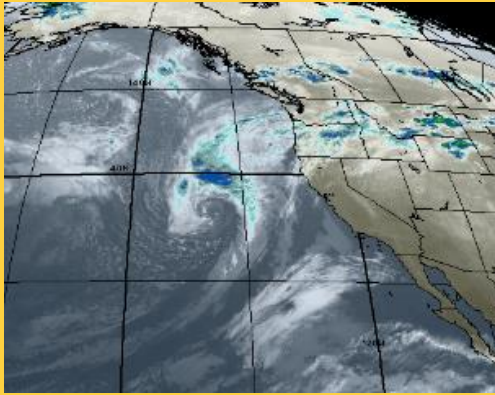


Public Safety Power Shutoff

- De-energizing power lines to prevent ignitions
- Used during elevated fire conditions
- Primarily impacts circuits in high fire risk areas

PSPS Decision Points

Decision points include, but are not limited to:



- SCE meteorologists forecast **strong wind** conditions in service area
- SCE fire scientist assessment **of fire potential** to include consideration of **weather** and **fuels**

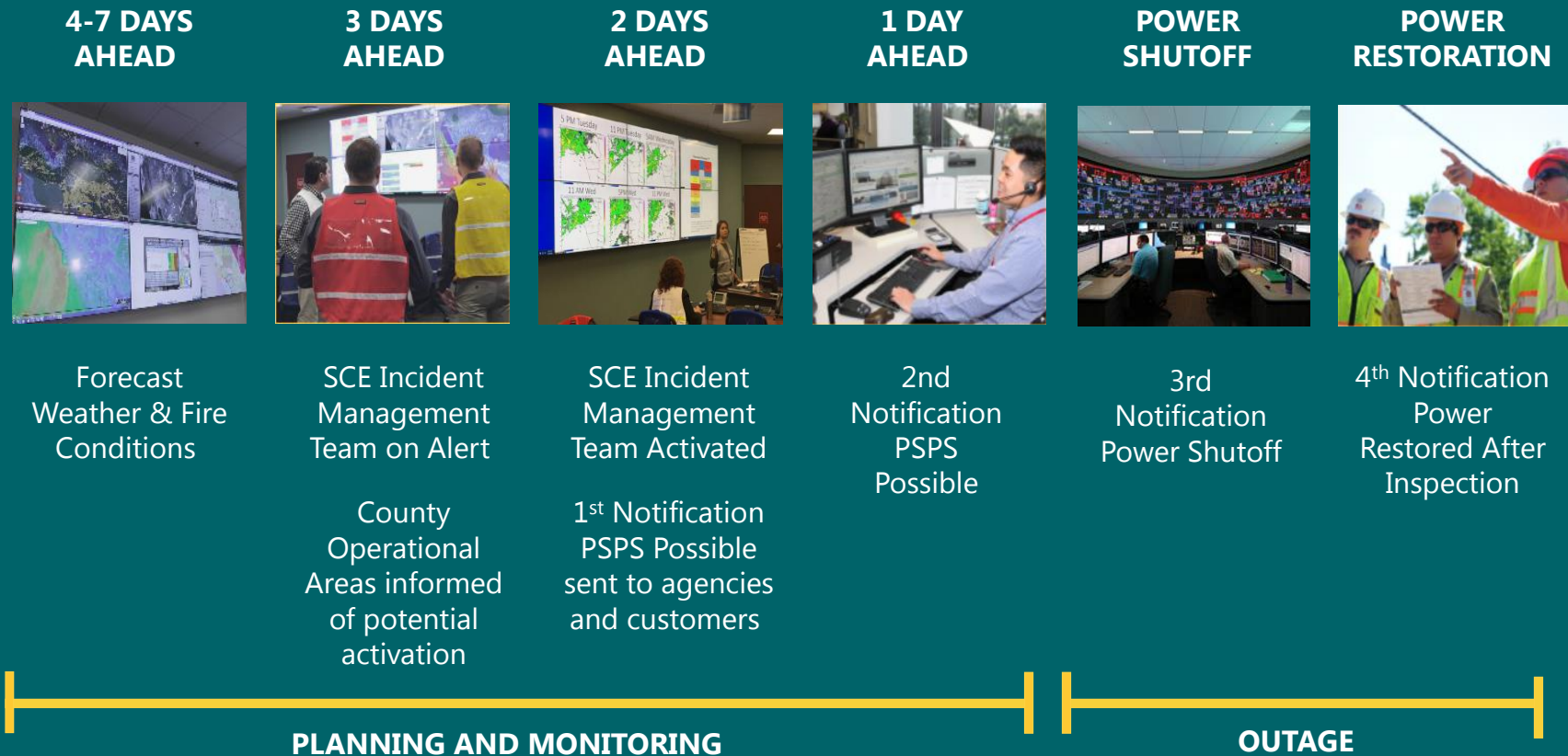


- Real-time observations from qualified electrical workers monitoring for **hazardous conditions** in the field



- Impact of de-energizing circuits on **first responders and essential services**

PSPS Ideal Timeline



*Erratic or sudden onset of conditions may impact our ability to provide advanced notice to customers.

Talking With Our Communities

- More than 20 community meetings scheduled in high fire risk areas
- Meetings scheduled with 120 cities, counties and tribal governments
- Statewide advertising campaign in market educating customers about preparing for power shutoffs
- Letters communicating potential power shutoffs planned for all customers in service territory

Community Resilience and Preparedness

Power Outages Can Occur for Many Reasons

- Maintenance
- Emergency Repairs
- Requests From Fire Agencies
- Natural Disasters

Have a Plan and Be Prepared

- ✓ Be Informed
- ✓ **Plan Ahead**
- ✓ Take Action



Useful Information

- Update Account Information www.sce.com/psps
- Information on SCE Wildfire Management Plan www.sce.com/wildfire
- Twitter - [@sce](https://twitter.com/sce)
- Facebook – www.facebook.com/sce
- Fire Cameras- www.alertwildfire.org
- Weather Stations – mesowest.utah.edu
- CPUC Wildfire Maps Information - www.cpuc.ca.gov/wildfiresinfo/
- Fire Preparedness - calfire.ca.gov/fire_protection/fire_protection_be_prepared
- Red Cross Emergency Preparedness
www.redcross.org/get-help/how-to-prepare-for-emergencies.html
- FEMA Emergency Preparedness – www.ready.gov



Questions...