**Staff Report**

DATE: October 15, 2020

TO: Clean Energy Alliance Board of Directors

FROM: Barbara Boswell, Interim Chief Executive Officer

ITEM 6: Clean Energy Alliance Approval of Community Advisory Committee Nominees, Work Plan and Meeting Schedule

**RECOMMENDATION:**

1) Approve Clean Energy Alliance Community Advisory Committee Nominees for City of Carlsbad

2) Approve Clean Energy Alliance Community Advisory Committee Nominees for City of Del Mar

3) Approve Clean Energy Alliance Community Advisory Committee Nominees for City of Solana Beach

4) Approve Clean Energy Alliance Alternate Board Member to Serve on the Community Advisory Committee

5) Approve Clean Energy Alliance Community Advisory Committee Meeting Schedule and 2021 Work Plan

**BACKGROUND AND DISCUSSION:**

At its July 16, 2020 Board Meeting, the Clean Energy Alliance (CEA) Board approved the Community Advisory Committee (CAC) Policy and subsequently approved the following timeline for activating the CAC:

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| --- | --- | --- |
| **ACTIVITY** | **DATE** | **STATUS** |
| Open Application Process | August 3, 2020 | Applications Open |
| CEA Board Approve Initial CAC Workplan & Meeting Schedule | August 20, 2020 | Approved |
| Applications due to CEA Board Secretary | August 28, 2020 | Completed |
| Applications distributed to CEA Board Member | September 4, 2020 | Completed |
| CEA Board Member Application Review & Evaluation | September 7 – October 2 | Completed |
| CEA Board Meeting Review Recommendations & Approve Appointees | October 15, 2020 |  |
| First Meeting of CAC  | November/December 2020 |  |

Pursuant to the adopted CAC Policy the committee is made up of two appointees from each CEA member agency as well as one Board Alternate. To establish the committee rotation, one nominee shall be identified to serve a one-year term and the other nominee (including the Board Alternate) shall serve a two-year term.

Applications received by the CEA Board Secretary from individuals interested in serving on the CAC were provided to board members based on the community the applicant was from and CEA Board Members will nominate the CAC members from the respective pool of applicants.

CAC Meeting Schedule and Work Plan

The CEA Board has directed that the CAC shall meet quarterly and the meeting schedule and related work plan is shown below:

|  |  |
| --- | --- |
| **MEETING DATE** | **WORK PLAN/TOPICS** |
| December 2020 | Overview of Brown Act Requirements and Conflicts of Interest Form 700Community Choice Aggregation OverviewCEA Implementation & Goals |
| March 2021 | Community Outreach Plan to support CEA Implementation |
| June 2021 | CEA FY 21/22 Budget Overview & Goals |
| September 2021 | Overview& Discussion of Member Agency Climate Action Plans & Goals |
| December 2021 | Overview of Programs offered by CCAs throughout the State |

**FISCAL IMPACT**

Costs related to administration of the Community Advisory Committee are anticipated to be minimal and can be covered within the adopted Fiscal Year 2020/21 Budget and existing contracts.

**ATTACHMENTS:**

None