MEETING of the Executive Committee of the Clean Power Alliance of Southern California

Wednesday, April 17, 2019
1:30 p.m.

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

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 Jacquelyn Betha, at least two (2) working days before the meeting at jbetha@cleanpoweralliance.org or (213) 269-5870, ext.1001. 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 Committee 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 Committee 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 customarily 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 Clean Power Alliance Policy No. 8 – Public Comments for more information.

In addition, members of the Public are encouraged to submit written comments on any agenda item. 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 Committee meeting date. Any written materials submitted thereafter will be distributed to the Committee at the Committee meeting. Any written submissions must specify the
I. WELCOME AND ROLL CALL

II. GENERAL PUBLIC COMMENT

III. CONSENT AGENDA
1. Approve Minutes from March 20, 2019 Executive Committee Meeting

IV. REGULAR AGENDA
2. Review Draft Agenda for May 2, 2019 Board of Directors Meeting
3. Discuss 2019/20 Budget Priorities and Organizational Development

V. COMMITTEE MEMBER COMMENTS

VI. ADJOURN

Public Records: Public records that relate to any item on the open session agenda for a Committee 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 Committee. 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.
MEETING of the Executive Committee of the
Clean Power Alliance of Southern California
Wednesday, March 20, 2019, 1:30 p.m.

MINUTES
555 West 5th Street, 35th Floor
Los Angeles, CA 90013

Beverly Hills City Hall
4th Floor, Conference Room 4B
455 N. Rexford Drive, Beverly Hills, CA 90210
Ventura County Government Center
Channel Islands Conference Room
4th Floor Hall of Administration
800 South Victoria Avenue, Ventura, CA 93009

I. WELCOME AND ROLL CALL

Chair Diana Mahmud called the meeting to order and welcomed our new Executive Committee Member, Kevin McKeown. Board Secretary Jacquelyn C. Betha conducted roll call.

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II. GENERAL PUBLIC COMMENT

There were no public comments.
III. CONSENT AGENDA

1. Approved Minutes from January 16, 2019 Special Executive Committee Meeting

2. Approved Minutes from February 20, 2019 Executive Committee Meeting

Vice Chair Parks commented that the February 20, 2019 meeting minutes on Item 4 should reflect that she asked for policy guidance on contributions from vendors to Directors, not to political parties.

Motion: Los Angeles County, Vice Chair Kuehl
Second: Beverly Hills, Committee Member Julian Gold
Vote: Items 1 and 2, with the stated amendments, were approved by unanimous roll call vote.

IV. REGULAR AGENDA

2. Reviewed Draft Agenda for April 4, 2019 Board of Directors Meeting

Staff provided an overview of the proposed agenda items for the April 4, 2019 Board of Directors meeting. Ted Bardacke, Executive Director, provided an update on CPA’s effort to seek a consultant to guide the development of goals, priorities and an evaluation framework for local programs. This topic received significant discussion at the 2018 Board retreat. CPA received 11 responses to its RFP for the local program goals and priorities development process, which will include a significant stakeholder engagement effort in concert with the Community Advisory Committee. Staff plans to conduct interviews with the top three proposers and present a final recommended consultant agreement to the Board for consideration in April. Mr. Bardacke reported that during the RFP process, it was expressed that the $100,000 contemplated budget may not be sufficient to conduct an appropriate and robust stakeholder engagement process for the local programs goals and priorities effort, so the Board may see a slightly increased contract amount at its meeting for consideration.
Mr. Bardacke then reported on staff’s recommendation for the April Board meeting to opt down master metered accounts with CARE/FERA/Medical Baseline customers, only in communities that are on the 100% Green Power default rate option. Monique Edwards, Director of Data Analytics & Technology Integration, explained the reason for this request is that because CPA does not receive sub-metered data for these accounts, so CPA has no ability to ensure our commitment to providing 100% Green Power at no additional cost to the CARE/FERA/Medical Baseline customers living at these master metered properties, which are all mobile home parks.

Mr. Bardacke provided an update that staff will be requesting that the Board approve an amendment to CPA’s contract with The Energy Coalition (TEC), who provides marketing and outreach support. The amendment would specifically be for TEC’s additional work on CPA’s in-language websites, development of a program to recognize 100% Green Power business customers, and additional translation services by TEC’s sub-consultant InterEthnica.

Matthew Langer, Chief Operating Officer, reported that CPA will be bringing forward additional rate changes to the Board on April 4 because SCE is set to begin including its 2018 $825 million undercollection in rates starting in April. This undercollection will result in a large increase to the PCIA and increase to SCE generation rates, so all customers are expected to see an overall rate increase of about 5-7%. CPA’s Board will consider adjusted rates on April 4 to ensure CPA’s rates maintain the discount/premium ranges previously approved by the Board and messaged to customers. Mr. Langer also stated that another SCE rate change will be coming in June, but staff does not have many details at this time.

David McNeil, Chief Financial Officer, reported that the Board will be considering an amendment to CPA’s Credit Agreement with River City Bank, who provides CPA with a line of credit. The amendment will increase
CPA’s credit limit from $20 million to $37 million and extend the term out to March 2021. It will also make other changes to the agreement regarding CPA’s cash collateral requirement, interest rate, and fees.

This item was for discussion purposes only.

3. **Discussed Contractor Communication and Campaign Contributions Policy Proposal**

Nancy Whang, CPA General Counsel, discussed a proposed vendor communication policy requiring disclosure of a communication between CPA Board Members and vendors or contractors, and a proposed formal guidance in relation to campaign contributions limits, disclosure, or disqualification pursuant to Government Code Section 84308.

Executive Committee members provided feedback and requested revision to the proposed policy to prohibit communications between CPA Board Members and vendors or contractors on specific contracts or procurements and asked the General Counsel to provide a summary of Government Code Section 84308 at the April 4 Board meeting.

This item was for discussion purposes only.

4. **Designated Chair Diana Mahmud, Vice Chair Sheila Kuehl, and Vice Chair Linda Parks as Clean Power Alliance Labor Negotiators for the Purpose of Potential Modifications to CPA’s Employment Contract with Executive Director**

Motion: Santa Monica, Committee Member McKeown
Second: Rolling Hills Estates, Committee Member Zuckerman
Vote: Item 4 was passed by a unanimous roll call vote.

V. CLOSED SESSION
1. **PUBLIC EMPLOYMENT**  
   (Government Code Section 54957)  
   Executive Director Performance Evaluation

   Chair Mahmud reported that no was action taken.

2. **PUBLIC EMPLOYMENT – LABOR NEGOTIATION**  
   (Government Code Section 54957.6)

   Clean Power Alliance representatives: Chair Diana Mahmud, Vice Chair Sheila Kuehl, and Vice Chair Linda Parks.  
   Unrepresented employee: Executive Director

   Chair Mahmud reported that direction was provided but no was action taken.

**VI. COMMITTEE MEMBER COMMENTS**

   There were no additional Committee Member comments.

**VII. ADJOURN**

   Chair Mahmud adjourned the meeting.
Staff will provide an overview of the proposed agenda items for the May 2, 2019 Board of Directors meeting for review and feedback from the Executive Committee. The Draft Board agenda and supporting materials are attached to this staff report, and a discussion of pertinent items for Board consideration is provided below.

**SCHOLARSHIP PROGRAM**
Since its first meeting in February 2019, the Community Advisory Committee (CAC) has been discussing options for CPA’s Voyager Scholarship Program. Terra-Gen, the developer of CPA’s Voyager Wind Turbine Power Purchase Agreement approved in October 2018, agreed to fund a $150,000 a community college education scholarship program to be co-administered by CPA and Terra-Gen over four years. The CAC strongly felt that the scholarships should be distributed to students pursuing clean energy career pathways and that distribution of funds should be equitable across CPA’s service territory, including consideration for scholarship availability within the community college landscape.

The CAC considered different options of providing large scholarships to a select few students, or providing a higher number of scholarships at a lesser dollar amount. Staff sought input and expertise from various community college administrators, and in collaboration with the CAC, determined how CPA could achieve the greatest impact.
The CAC proposed the following Voyager Scholarship program structure for the Board’s consideration on May 2:

- Provide thirty-seven $1,000 scholarships annually and allocate the scholarships among students at four colleges in Los Angeles County and three in Ventura County on a proportion basis (2/3 Los Angeles County, 1/3 Ventura County).
- Provide these scholarships to students studying for clean energy careers at four community colleges in Los Angeles County (Antelope Valley College, Compton College, East Los Angeles, and Rio Hondo) and three colleges in Ventura County (Moorpark College, Oxnard College, and Ventura College).

Each of these colleges are located in and/or serve students from CPA’s service territory. In reviewing college options, staff and the CAC took into account the number of students served, demographics, academic program completion rates, the quality of programs offered, and the existence of other foundations that underwrite student scholarships. In Los Angeles County the scholarships would be administered via the colleges’ individual foundations, while in Ventura County they would be centrally administered by the Ventura County Community College District.

**LEGISLATIVE POSITIONS**

With a Policy Director on staff and a broad customer base, CPA will begin taking a more active role in the 2019/2020 legislative session, including taking positions on bills above and apart from those taken by CalCCA even when our positions coincide. Next week, staff will be bringing to the Legislative & Regulatory Committee proposed positions on bills that address big picture questions about the future of CCA procurement autonomy as well as two bills dealing with microgrids and wildfire resiliency, areas of keen leadership interest for CPA. Should the Legislative & Regulatory Committee vote to recommend positions on these bills, they will be brought before the full Board for consideration at its May 2 meeting.

Bills to be addressed are:

- **AB 56** (Garcia), which attempts to create a statewide central buyer model for energy to addressed perceived gaps in renewables procurement. This is in
contrast to a central buyer for residual resource adequacy which under the right conditions may be of benefit to CCAs and the state’s broader policy goals.

- SB 155 (Bradford) would allow the CPUC to mandate CCA procurement based on the Integrated Resource Plans (IRP) submitted to the PUC.
- SB 774 (Stern) which would authorize electrical corporations to invest in and deploy microgrids to increase resiliency but needs to be amended to allow CCAs to be active in this space.
- AB 1144 (Friedman) requires the CPUC to reserve 10% of funds collected for the self-generation incentive program (SGIP) to be allocated to pilot projects for the installation of community energy storage systems in communities within high fire threat districts. The bill needs to be amended to allow CCAs or their development partners to be able to access these funds.

SOLAR REFERRAL SERVICE
Last month, CPA issued an RFP to implement an online solar marketplace that simplifies the process for CPA customers interested in installing solar on their homes. The RFP calls for a marketplace whereby customers visiting the platform will be matched with competitively priced bids from a network of solar installers who have been independently verified based on their reputation, service quality, years of experience and licenses and certifications. To assist customers with the selection process, the referral platform will have a standardized rating system allowing customers to easily compare and choose the best installer for their particular solar project. After installation is complete, the solar service will also provide ongoing customer support regarding system operation, production, and installation and system warranty information. This referral service would support CPA’s efforts to establish a direct relationship with customers as a trusted energy advisor and encourage deployment of future customer and local programs, such as on-site storage and electrification applications.

VENDOR COMMUNICATIONS POLICY
Staff is seeking feedback on the draft vendor communications policy attached. Also attached for reference is a companion Vendor Campaign Disclosure Form that CPA is now requiring of all vendors whose contracts are coming before the Board for approval.
The campaign contribution formal guidance is attached to provide a full view of the approach CPA staff is proposing for approval at the May 2 Board meeting.

**EXECUTIVE DIRECTOR EXPENDITURE AUTHORITY**

On October 5, 2017, the Board delegated authority to the interim Executive Director to execute agreements for non-energy goods or services in an amount not-to-exceed $10,000. The intent was to expedite the procurement of small contracts and to pay for general business expenses. The FY 2017/2018 Budget was approximately $6 million.

On March 1, 2018, with the appointment of a permanent Executive Director, the Board approved an increase in the Executive Director’s expenditure authority from $10,000 to $50,000. CPA staff sought this increased authority to allow the Executive Director to procure goods and services as CPA continued Phase 1 operations and prepared for Phase 2 enrollment.

Since March 1, 2018, the Board has passed a FY 2018/19 budget of $282 million, enrolled almost 1 million Phase 2 and 3 customers, will be enrolling approximately 100,000 Phase 4 customers in May, and will be considering a FY 2019/20 budget of over $800 million. In addition, in 2019, CPA staff is developing various programs and activities designed to advance the Board’s goal of increasing local investment and customer choice and promoting GHG reduction and renewable energy expansion.

Given the development and growth of the business, it would be more efficient for operations to increase the amount of the Executive Director’s authority. In addition, the Executive Director’s expenditure and contracting authority was established by minute action rather than by Resolution and the intended scope of the Executive Director’s authority in administering and amending contracts, as well as reimbursing contractors for direct expenses, has been less than clear.

As a result, staff recommends proposing a Resolution at the May 2 Board meeting that seeks to affirm and clarify the extent of the Executive Director’s contracting authority as well as raise the expenditure authority amount. Staff researched other major CCAs as well as public agencies in Southern California for similar authorities, which are summarized below.
Staff is requesting Executive Committee feedback on a proposed adjustment to the Executive Director’s authority as outlined below.

1. Increase expenditure authority to $250,000.
2. Authority to increase contract amounts by up to 10% of the original contract price.
3. Reimburse contractors for direct costs or expenses, such as postage and mailers, so long as the contractors provide supporting documentation.
4. Affirm Executive Director’s authority to exercise rights and powers under the contract, for example, approval of subcontractors, termination, assignment, insurance, etc.

The Executive Director will continue to provide a monthly report to the Board regarding any expenditures made under this authority.

**Attachments:**
1) Draft May 2, 2019 Board Agenda
2) Draft Vendor Communication Policy
3) Vendor Campaign Contribution Form
4) Campaign Contribution Formal Guidance
REGULAR MEETING of the Board of Directors of the Clean Power Alliance of Southern California
Thursday, May 2, 2019
2:00 p.m.
DRAFT
TBD

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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.

Any written comments can be submitted to publiccomment@cleanpoweralliance.org.

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

- JW Marriott Desert Springs Resort & Spa
  Conference Room: Director’s Suite A
  74-855 Country Club Dr, Palm Desert, CA 92260

I. WELCOME AND ROLL CALL

II. GENERAL PUBLIC COMMENT

III. CONSENT AGENDA

1. Approve Minutes from April 4, 2019 Board of Directors Meeting

2. Approve Legal Services Agreement between CPA and Hall Energy Law for the period May 2019 to June 2020 for a not-to-exceed amount of XX

3. Approve Professional Services Agreement between CPA and XX for the development of a solar referral service in an amount not-to-exceed XX

4. Approve Policy No. XX Regarding Vendor Communications
5. Approve and Adopt Resolution Authorizing an Increase in the Executive Director’s Expenditure Authority to XX and Affirming the Executive Director’s Contracting Authority

6. Approve Positions on Key Bills in the 2019/2020 Legislative Cycle

7. Receive and File Report from the Community Advisory Committee April 11, 2019 Meeting

IV. REGULAR AGENDA

Action Items

8. Approve Voyager Scholarship Program as Recommended by the Community Advisory Committee

Information Items

9. Staff Update on Fiscal Year 2019/20 Budget Priorities

V. MANAGEMENT UPDATE

VI. GENERAL COUNSEL UPDATE

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
Director Megan Sahli-Wells, Chair, Communications & Outreach Ad Hoc Committee

VIII. BOARD MEMBER COMMENTS

IX. REPORT FROM THE CHAIR

X. ADJOURN – TO REGULAR MEETING ON JUNE 6, 2019
Policy No. ___ on Vendor Communication

DRAFT

The Clean Power Alliance of Southern California ("CPA"), in recognition of its mission and priorities, enacts this Policy on Vendor Communication ("Policy"). The purpose of this Policy is to provide direction to Directors regarding Vendor contacts in order that CPA may guard against allegations of preferential treatment or bias concerning any particular Vendor and to avoid even the appearance of any such preferential treatment or bias.

(1) Director Duties

a. A Director shall not communicate or participate in discussions with any Vendor, who a Director knows or has reason to know is a Vendor, regarding any specific CPA procurement or contract of any kind. A Director shall direct any such Vendor inquiries and requests to CPA Staff.

b. A Director is obligated to report to the General Counsel any facts made known to the Director which shows that a Vendor, who a Director knows or has reason to know is a Vendor, has engaged in business practices regarding a CPA procurement or contract which may violate this Policy.

(2) Vendor Duties

a. A Vendor shall not communicate with or participate in discussions with a Director regarding any specific CPA procurement or contract of any kind.

b. Duty to Disclose:

   i. Each Vendor has an obligation to promptly disclose in writing to the General Counsel if any of the following become known to the management of the Vendor:

      1. Any financial relationship between the Vendor and a Director or CPA Staff;

      2. Any financial or close personal relationship between any officers, directors or key employees of the Vendor and a Director or CPA Staff;

      3. Any outstanding offer of employment to, or the current or former employment of any current or former Director or CPA Staff by the Vendor; or

      4. Any campaign contributions exceeding two-hundred fifty dollars ($250) made by or on behalf of the Vendor to any current Director within the previous two (2) years. This disclosure shall be in addition to the disclosure required in the Vendor Campaign Contribution Disclosure Form.
ii. The duty to disclose potential conflicts of interest as described herein exists prior to and during any procurement or contract and regardless of whether the facts actually constitute a conflict of interest under any law.

c. A Vendor’s duties specified herein shall be in addition to any policies, requirements in solicitation documents, or other guidance documents that CPA may issue from time to time.

d. Any violation of this section by a Vendor shall constitute sufficient cause for CPA, in its sole discretion, to terminate a contract with a Vendor, to decline to do business with a Vendor, to disqualify a Vendor from a pending procurement, or to take any other appropriate action as CPA may decide.

(3) For the purpose of this Policy, a "Vendor" includes any bidder, proposer, contractor, subcontractor, or consultant, including each of their respective agents, consultants, or lobbyists, who is seeking to do business or is doing business with CPA.
CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Government Code Section 84308

In accordance with California law, bidders and contracting parties are required to disclose, at the time a proposal is submitted or pre-qualified provider receives a Task Order solicitation, information relating to any campaign contributions made to Clean Power Alliance of Southern California’s (CPA) Regular or Alternate Directors, including: the name of the party making the contribution (which includes any parent, subsidiary or otherwise related business entity, as defined below), the amount of the contribution, and the date the contribution was made. 2 Cal. Code of Regs. (C.C.R.) §18438.8(b).

California law prohibits a party, participant, or an agent, from making campaign contributions to a CPA Director of more than $250 while their contract is pending before the CPA Board; and further prohibits a campaign contribution from being made for three (3) months following the date of the final decision by the CPA Board. Gov’t Code §84308(d).

For purposes of reaching the $250 limit, the campaign contributions of the bidder or contractor plus contributions by its parents, affiliates, and related companies of the contractor or bidder are added together. 2 C.C.R. §18438.5.

In addition, a CPA Director must abstain from voting on a contract or permit if they have received a campaign contribution from a party or participant to the proceeding, or agent, totaling more than $250 in the 12-month period prior to the consideration of the item by the CPA Board. Gov’t Code §84308(c).

The names of the Regular and Alternate Directors and their member agency is attached hereto as Exhibit A.

Every bidder or contractor must disclose as follows:

Section 1

Bidder/Contractor (Legal Name) ________________________________.

List any parent, subsidiaries, or otherwise affiliated business entities of Contractor (See definitions in 2 C.C.R.. §18703.1(d)):

* Attach additional pages, if necessary
Section 2

Has Contractor or Bidder (identified in Section I) and/or any parent, subsidiary, or affiliated company, or agent thereof, made a campaign contribution(s) totaling $250 or more in the aggregate to a Director of CPA’s Board in the 12 months preceding the date of execution of this disclosure?

Yes  [ ]
No   [ ]

If YES, proceed to Section 3 and complete. Then, sign and date under Section 4.

If NO, proceed to Section 4.

Section 3

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*Attach additional pages, if necessary

Section 4

I, __________________________________________, [print name] am authorized to sign this disclosure on behalf of the Contractor/Bidder identified in Section 1. I acknowledge and understand Government Code Section 84308 requirements. I declare the foregoing disclosures to be true and correct.

TITLE: __________________________________________

SIGNATURE: ______________________________________

DISCLOSURE DATE: ________________________________
## Exhibit A

### REGULAR DIRECTORS

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<tr>
<th>County/City</th>
<th>Regular Directors</th>
<th>Title</th>
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<tbody>
<tr>
<td>Agoura Hills</td>
<td>Deborah Klein Lopez</td>
<td>Councilmember</td>
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<tr>
<td>Alhambra</td>
<td>Adele Andrade-Stadler</td>
<td>Mayor</td>
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<td>Arcadia</td>
<td>Sho Tay</td>
<td>Mayor</td>
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<tr>
<td>Beverly Hills</td>
<td>Julian Gold</td>
<td>Councilmember</td>
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<tr>
<td>Calabasas</td>
<td>Alicia Weintraub</td>
<td>Mayor Pro Tem</td>
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<tr>
<td>Camarillo</td>
<td>Tony Trembley</td>
<td>Vice Mayor</td>
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<tr>
<td>Carson</td>
<td>Jawane Hilton</td>
<td>Councilmember</td>
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<td>Claremont</td>
<td>Corey Calaycay</td>
<td>Mayor</td>
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<tr>
<td>Culver City</td>
<td>Meghan Sahli-Wells</td>
<td>Vice Mayor</td>
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<tr>
<td>Downey</td>
<td>Sean Ashton</td>
<td>Councilmember</td>
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<tr>
<td>Hawaiian Gardens</td>
<td>Myra Maravilla</td>
<td>Mayor</td>
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<tr>
<td>Hawthorne</td>
<td>Alex Monteiro</td>
<td>Councilmember</td>
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<tr>
<td>LA County</td>
<td>Sheila Kuehl</td>
<td>Supervisor, District 3</td>
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<tr>
<td>Malibu</td>
<td>Skylar Peak</td>
<td>Councilmember</td>
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<tr>
<td>Manhattan Beach</td>
<td>Steve Napolitano</td>
<td>Mayor</td>
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<tr>
<td>Moorpark</td>
<td>Janice Parvin</td>
<td>Mayor</td>
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<tr>
<td>Ojai</td>
<td>Johnny Johnston</td>
<td>Mayor</td>
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<tr>
<td>Oxnard</td>
<td>Carmen Ramirez</td>
<td>Mayor Pro Tem</td>
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<tr>
<td>Paramount</td>
<td>Tom Hansen</td>
<td>Mayor</td>
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<tr>
<td>Redondo Beach</td>
<td>Christian Horvath</td>
<td>Councilmember</td>
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<tr>
<td>Rolling Hills Estates</td>
<td>Steve Zuckerman</td>
<td>Councilmember</td>
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<tr>
<td>Santa Monica</td>
<td>Kevin McKeown</td>
<td>Councilmember</td>
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<td>County/City</td>
<td>Alternate Director(s)</td>
<td>Title</td>
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<tr>
<td>Sierra Madre</td>
<td>John Harabedian</td>
<td>Mayor Pro Tem</td>
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<td>Simi Valley</td>
<td>Ruth Luevanos</td>
<td>Councilmember</td>
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<tr>
<td>South Pasadena</td>
<td>Diana Mahmud</td>
<td>Councilmember</td>
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<td>Temple City</td>
<td>Nanette Fish</td>
<td>Mayor Pro Tem</td>
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<td>Thousand Oaks</td>
<td>Claudia Bill-de la Pena</td>
<td>Councilmember</td>
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<tr>
<td>Ventura</td>
<td>Christy Weir</td>
<td>Councilmember</td>
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<tr>
<td>Ventura County</td>
<td>Linda Parks</td>
<td>Supervisor, District 2</td>
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<tr>
<td>West Hollywood</td>
<td>Lindsey Horvath</td>
<td>Mayor Pro Tem</td>
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<tr>
<td>Whittier</td>
<td>Henry Bouchot</td>
<td>Councilmember</td>
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**ALTERNATE DIRECTOR(S)**

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<thead>
<tr>
<th>County/City</th>
<th>Alternate Director(s)</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agoura Hills</td>
<td>Linda Northrup</td>
<td>Mayor</td>
</tr>
<tr>
<td>Alhambra</td>
<td>Ross Maza</td>
<td>Vice Mayor</td>
</tr>
<tr>
<td>Alhambra</td>
<td>Martin Ray</td>
<td>Director of Utilities</td>
</tr>
<tr>
<td>Beverly Hills</td>
<td>Robert Wunderlich</td>
<td>Councilmember</td>
</tr>
<tr>
<td>Calabasas</td>
<td>David Shapiro</td>
<td>Mayor</td>
</tr>
<tr>
<td>Camarillo</td>
<td>Kevin Kildee</td>
<td>Vice Mayor</td>
</tr>
<tr>
<td>Camarillo</td>
<td>Susan Santangelo</td>
<td>Councilmember</td>
</tr>
<tr>
<td>Carson</td>
<td>Cedric L. Hicks Sr.</td>
<td>Mayor Pro Tem</td>
</tr>
<tr>
<td>Claremont</td>
<td>Jennifer Stark</td>
<td>Councilmember</td>
</tr>
<tr>
<td>Culver City</td>
<td>Daniel Lee</td>
<td>Councilmember</td>
</tr>
<tr>
<td>Downey</td>
<td>Alex Saab</td>
<td>Councilmember</td>
</tr>
<tr>
<td>Downey</td>
<td>Rick Rodriguez</td>
<td>Mayor</td>
</tr>
<tr>
<td>LA County</td>
<td>Mark Ridley Thomas</td>
<td>Supervisor, District 2</td>
</tr>
<tr>
<td>City</td>
<td>Name</td>
<td>Position</td>
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<tr>
<td>Malibu</td>
<td>Rick Mullen</td>
<td>Councilmember</td>
</tr>
<tr>
<td>Manhattan Beach</td>
<td>Nancy Hersman</td>
<td>Mayor Pro Tem</td>
</tr>
<tr>
<td>Moorpark</td>
<td>Roseann Mikos</td>
<td>Councilmember</td>
</tr>
<tr>
<td>Oxnard</td>
<td>Bert Perello</td>
<td>Councilmember</td>
</tr>
<tr>
<td>Redondo Beach</td>
<td>John Gran</td>
<td>Councilmember</td>
</tr>
<tr>
<td>Rolling Hills Ests</td>
<td>Judy Mitchell</td>
<td>Mayor Pro Tem</td>
</tr>
<tr>
<td>Simi Valley</td>
<td>Keith Mashburn</td>
<td>Mayor</td>
</tr>
<tr>
<td>Temple City</td>
<td>William Man</td>
<td>Councilmember</td>
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<tr>
<td>Temple City</td>
<td>Tom Chavez</td>
<td>Mayor Pro Tem</td>
</tr>
<tr>
<td>Ventura</td>
<td>Sofia Rubalcava</td>
<td>Deputy Mayor</td>
</tr>
<tr>
<td>Ventura County</td>
<td>Steve Bennett</td>
<td>Supervisor, District 1</td>
</tr>
<tr>
<td>West Hollywood</td>
<td>Lauren Meister</td>
<td>Councilmember</td>
</tr>
<tr>
<td>Whittier</td>
<td>Fernando Dutra</td>
<td>Councilmember</td>
</tr>
</tbody>
</table>
Formal Guidance on Campaign Contributions

DEFINITIONS

1. A “contribution” or “campaign contribution” means any payment (whether monetary or nonmonetary), a forgiveness of a debt, a payment of a debt, honoraria, or an enforceable promise to make a payment, including tickets for events, and discounts or rebates not extended to the public generally.

2. A “Party” is any person or a Party’s agent who seeks to contract with CPA or is the subject of a contract that is being considered by the CPA Board.

3. A “Participant” is any person or a Participant’s agent who is not a Party but who actively supports or opposes a particular decision or vote in a proceeding involving a CPA contract and who has a financial interest in CPA’s vote or decision concerning that contract. A person actively supports or opposes a particular CPA vote or decision if he or she lobbies in person the Directors, testifies in person before the CPA Board, or otherwise acts to influence any Director.

4. A “contract” does not include competitive low-bid contracts, and labor negotiations or personal employment contracts with CPA’s management and employees.

REQUIREMENTS

Directors are subject to campaign contribution limits, disclosure, and disqualification requirements specified in Government Code Section 84308. This document provides summary guidance concerning Section 84308’s requirements.

1. Contribution Limits: A Director shall not accept, solicit, or direct a campaign contribution of more than $250 from a Party or a Participant while CPA is considering a procurement or contract involving that Party or Participant. CPA’s consideration of a procurement or contract extends three (3) months following the Board’s final decision or vote. This prohibition shall apply regardless of whether a Director accepts, solicits, or directs the contribution for himself or herself, or on behalf of another.

2. Disclosure: A Director must disclose to the CPA Board any contribution of more than $250 from a Party or Participant during the 12-month period preceding CPA’s consideration of a procurement or contract involving that Party or Participant. The disclosure shall occur no later than the Board meeting where the CPA procurement or contract is being considered. The disclosure must identify the date of the communication and the names of all attendees or participants.

3. Disqualification: A Director must disqualify herself or himself from any discussion or vote involving a Party or Participant who made a campaign contribution of more than $250 within the 12 months preceding CPA’s consideration of a procurement or contract involving that Party or Participant if the Director willfully or knowingly received that contribution.
   a. A disqualification is not required if a Director returns the campaign contribution within 30 calendar days of learning about the contribution.

4. A Director should contact the CPA General Counsel for specific situational advice.
FY 2019/20 Budget Priorities and Timeline

April 17, 2019
FY 2019/20 Budget – Board & Committee Schedule

- March 27, 2019 (Finance) – Budget Priorities
- April 17, 2019 (Executive) – Budget Priorities
- April 24, 2019 (Finance) – Draft FY 2019/20 Budget
- May 2, 2019 (Board) – Budget Priorities
- May 15, 2019 (Executive) – Draft FY 2019/20 Budget
- May 22, 2019 (Finance) – Proposed FY 2019/20 Budget
- June 6, 2019 (Board) – Proposed FY 2019/20 Budget
FY 2019/20 Budget Priorities – Agency Objectives

- Provide stable and competitive rates
- Manage energy market risks and control costs
- Reduce electric sector greenhouse gas emissions
- Stimulate renewable energy development
- Implement local programs and distributed energy resources

Meeting those objectives in FY 2019/20

- Programs, People, Systems, Space
FY 2019/20 Budget Priorities – Customer Programs

- Distributed Energy Resources (DER) Pilot
  - Planning costs included in the Calpine contract.
  - Implementation costs to be included in the Draft FY 2019/20 Budget.

- Customer Programs
  - Strategic planning kick off this month. Expected completion by end of calendar year 2019.
  - Staffing and implementation costs for customer programs to be included in a budget amendment planned for late 2019 upon completion of the strategic planning process.
FY 2019/20 Budget Priorities
People – Moving Core Functions to In-House Staff

- Currently 15 FTEs, planning ~20 FTE by June 30, 2019 and up to 30 FTEs by June 30, 2020

- Staffing Priorities
  - Attract high quality staff with experience in energy procurement, finance, regulatory affairs, commercial customer engagement
  - Avoid duplication with outsourced services and maximize value per dollar spent
  - Develop a competitive staff benefits to align with the local labor market and CCA norms
Planned Insourcing Changes

Board

Exec Director

Board Secretary/Exec Assistant

General Counsel

Chief Operating Officer

Policy Director

Head of Local Govt Affairs

Director of Tech Integration & Data Analytics

Chief Financial Officer

The Energy Coalition

Calpine

Finance Manager

The Energy Authority

Energy Risk Management

Scheduling

Admin/Paralegal (Vacant)

Director of Power Planning & Procurement

Account Services Manager

Sr. Manager Marketing & Cust. Engagement

Regional Affairs Manager (Ventura)

Sr. Manager Regulatory (Vacant)

Commercial Acct Executive (Vacant)

Long Term Procurement (Level10)

Energy Resources Manager

Sr. Manager Marketing & Cust. Engagement

Community Outreach Manager

Commercial Acct Executive (Vacant)

Energy Resources Manager

The Energy Coalition

Sr. Manager Marketing & Cust. Engagement

Community Outreach Manager

Commercial Acct Executive (Vacant)
FY 2019/20 Budget Priorities

Systems needed to find opportunities and reduce risk

- Leverage big data and energy portfolio management systems to optimize energy procurement and risk management, reduce GHG emissions, and create a platform to deliver enhanced energy services and local programs

- Energy Contract and Portfolio Risk Management System – Funding for a new system to be included in the Draft FY 2019/20 Budget

- Systems Planning Roadmap – Draft FY 2019/20 Budget to include funding to develop a 5-year systems planning roadmap that addresses energy contract and risk management, billing and data management, hourly customer level usage information, and accounting/payables
FY 2019/20 Budget Priorities – Space to House People and Systems

- Accommodation for Board and other public meetings
- Accommodation for additional staff
- Build an environment that encourages creativity and innovation
- Affordable centrally located with access to public transportation
- Advanced video conferencing system to provide better collaboration from remote meeting locations
- Draft FY 2019/20 Budget would allow CPA to relocate to its own offices in DTLA by January 2020
- Costs would include real estate broker (other services), rent and utilities (occupancy) and other office related expenses (G&A) and furniture, audio visual and IT equipment (capital assets)