



## **Ventura County Regional Energy Alliance**

### **Action Minutes**

### **Ventura County Regional Energy Alliance Board Meeting**

**January 18, 2018**

**10:15 a.m.**

County of Ventura Government Center  
Hall of Administration  
Atlantic Conference Room  
800 S. Victoria Ave  
Ventura, California 93009

#### **1. Welcome/ Call to Order**

The meeting was called to order by Ms. Parks at 10:18 a.m.

#### **2. Roll Call**

Present:

Linda Parks	County of Ventura
John Procter	City of Santa Paula
Carmen Ramirez	City of Oxnard
Christy Weir	City of Ventura
Rob McCoy	City of Thousand Oaks
Tim Holmgren	City of Fillmore
Mary Haffner	Ventura Unified School District
Arturo Hernandez	Ventura County Community College District
Jonathan Sharkey	Ventura Regional Sanitation District

#### **3. Pledge of Allegiance**

Ms. Parks led the Pledge of Allegiance.

#### **4. Oath of Office for New VCREA Board Members**

None at this time.

#### **5. Election of Chair and Vice Chair**

Ms. Haffner nominated Ms. Ramirez as Chair. Ms. Parks seconded the nomination. Unopposed, Ms. Ramirez became Chair of the Board of Directors.

Ms. Weir nominated Ms. Haffner as Vice Chair. Mr. Sharkey seconded the nomination. Unopposed, Ms. Haffner became Vice Chair of the Board of Directors.

#### **6. Minutes from the October 19, 2017 VCREA Board Meeting**

Upon motion of Mr. Sharkey, seconded by Mr. Holmgren, and duly carried, the Board approved the Minutes of the October 19, 2017 meeting.

## **7. Agenda Review**

Item 20- Request to postpone presentation.

## **8. Public Comments**

None

## **9. Board Member Comments**

Mr. Sharkey shared that the City of Port Hueneme had their committee appointments at the previous City Council meeting and Mayor Pro Tem Will Berg will be the city's designee when the city votes to join VCREA at the next City Council Meeting.

Mr. McCoy offered congratulations to Ms. Ramirez on being elected Chair of the Board of Directors.

## **10. Annual Financial Audit for FY 2016-2017**

Kelly Cattanach, VCREA staff, presented the Financial Audit and Regina Williams from Ventura Regional Sanitation District was present to answer any questions. No questions were asked.

Upon motion of Ms. Haffner, seconded by Mr. Sharkey, and duly carried, the Board approved the Financial Audit for FY 2016/2017.

## **11. 2018 General and Administrative Budget**

Alejandra Tellez, VCREA staff, presented the budget. Since this is the first time that VCREA has received funding from other sources like California Energy Commission, as well as acting as the fiscal agent for several cities, VCREA staff intends to return to the Board mid-year with an adjusted budget to reflect these items.

Mr. Procter inquired about the number of sub-contractors, no objection to it; however, he wanted a better understanding of the need for subcontracts. Ms. Tellez explained that as a result of the Local Government Challenge Grant, we are partnering with Community Environmental Council of Santa Barbara (CEC-SB) to assist with the work. Additionally with Strategic Planning efforts, we are reimbursing the cities for their staff time.

Upon motion of Mr. Sharkey, seconded by Ms. Weir, and duly carried, the Board approved the 2018 General and Administrative Budget.

## **12. Revised Bylaws**

Sue Hughes, VCREA staff, presented the Bylaws. The Bylaws needed to be amended in order to accommodate the Board's desire to meet every other month as opposed to quarterly

Upon motion of Ms. Parks, seconded by Mr. McCoy, and duly carried, the Board approved the amended Bylaws.

### **13. Ratification of Contract for Local Government Challenge Grant**

Heather Allen, VCREA staff, presented a brief overview of the Local Government Challenge Grant which was awarded and in the amount of \$427,544. VCREA staff is working closely with staff from the local Community Environmental Council of Santa Barbara (CEC-SB) as well as a CivicSpark fellow in developing Energy Action Plans (EAP) for the cities of Ventura and Thousand Oaks, developing EAP templates to be used by other cities when they are ready to move forward, as well as a free benchmarking and energy audit pilot program (BEEPP) for businesses in Ventura County.

Mr. Sharkey asked how staff plans on publicizing the BEEPP program. Ms. Allen stated that we are still developing the details of the marketing plan; however, we intend to use such tools as press releases, website, and utilize the Ventura County Green Business program to get the word out. Ms. Allen also stated that CEC-SB has a good background in community outreach and marketing.

Ms. Haffner asked what other cities have expressed an interest in energy action planning. Ms. Allen stated that Moorpark and Oxnard are interested in updating their EAPs. Other cities are not interested in moving forward at this time but might find the templates helpful when they are ready to do so. VCREA staff is also planning to visit staff from each city to further discuss their goals and priorities.

Ms. Parks inquired about working with disadvantaged communities in the City of Ventura as stated in the agreement. Staff will work with City of Ventura staff and CEC-SB for public outreach efforts.

Ms. Weir asked about the timeline for the EAP and when it will be ready to go before the City of Ventura's City Council. Ms. Allen will City work with staff to establish a timeline. Ms. Weir recommended reaching out to the Westside Community Council to also help with outreach.

Upon motion of Mr. Procter, seconded by Ms. Weir, and duly carried, the Board approved the Ratification of Contract for Local Government Challenge Grant.

### **14. Ratification of Contract for Community Environmental Council- Santa Barbara**

Ms. Allen presented the contract and our partnership with CEC-SB with regard to the Local Government Challenge Grant.

Upon motion of Mr. Sharkey, seconded by Ms. Haffner, and duly carried, the Board approved the Ratification of Contract for Community Environmental Council of Santa Barbara.

### **15. Javier Saucedo Contract Amendment**

Ms. Tellez presented the contract and discussed Mr. Saucedo's role with VCREA.

Upon motion of Ms. Haffner, seconded by Mr. McCoy, and duly carried, the Board approved the contract amendment with Javier Saucedo.

## **16. Los Angeles Community Choice Energy Update**

Ms. Hughes gave a brief update on the recent developments with Los Angeles Community Choice Energy (LACCE). The County of Ventura's Board of Supervisors took action on January 9<sup>th</sup> to adopt the ordinance. The cities of Ojai and Thousand Oaks will also be participating.

Ms. Parks, who participated in the LACCE meeting the day prior, gave an update. Ms. Parks expressed her excitement with the participation of the cities. The cities of Camarillo and Moorpark also voted to join LACCE. The establishment of committees is being determined by LACCE, such as the Naming Committee, Finance Committee, Executive Committee, and a Community Advisory Committee. Ms. Parks participates on the Naming Committee and a new name will be determined by the February 1<sup>st</sup> meeting. Also taking place at the February 1<sup>st</sup> meeting will be the selection of the Executive Director. The LACCE Board voted to extend grace period for new members affected by the Southern California Fires. Mayor Johnston from Ojai also participated in the LACCE meeting. Ms. Parks expressed that the more voices we have at the table the better because each city/county gets one vote.

Ms. Weir inquired about an extension for the City of Ventura. Participation in the LACCE is to go before the City Counsel at the beginning of February. Ms. Parks said that the extension for Ventura is something that LACCE can vote on and can do so for any other city that may be interested as well.

Mr. Sharkey shared that the City of Port Hueneme voted 3/2 against participating in the LACCE.

Ms. Ramirez shared that the City of Oxnard is in the process of becoming more formally involved and voted 4/1 in favor of doing so.

Mr. Procter shared that Santa Paula is in process looking at joining as well. He reminded the audience that SCE still is responsible for the infrastructure and that there is the matter of resident having choice.

Ms. Parks said that the LACCE has staff that can attend City Council meetings to help with any questions. She stated that LACCE is also looking at distributed energy so that not every energy project has to utilize the transmission lines.

The California Public Utilities Commission is holding a meeting on February 8<sup>th</sup> and will be addressing the item continued from January that would limit the ability of new members to join an existing CCA or to start new ones.

Ms. Ramirez encouraged others to review the material presented at the Board of Supervisors meeting as it was very instructive and helpful to understand the pros and cons of becoming LACCE members.

## **17. Introduction of New CivicSpark**

Ms. Allen introduced Annabel Drayton, the new CivicSpark fellow, and Ms. Drayton shared about the CivicSpark program and gave a little background about herself.

## **18. New Website**

Ms. Cattanaich shared the new VCREA website. Suggestions were made by some Board members as to things they would like to see on the website; for instance, LACCE information and

meeting minutes. It was suggested that we ask the cities to have our website linked to their websites.

### **19. JPA Expansion Update- Letters to Mayor**

Ms. Parks shared that letters were sent to the mayors of the cities that currently do not have a seat on the Board. She stated that she received a lot of positive responses. The Board discussed the process for adding new Board members.

There was a discussion about inviting Special Districts as well. Calleguas was discussed specifically and Ms. Parks stated that the District would be interested in joining the VCREA Board.

There is no need to update the bylaws since all public agencies are eligible per the bylaws. The possibility of perhaps having some of the larger school districts join was also discussed.

Mr. Sharkey shared that the original intent was that any public agency could join.

There was a discussion about the need for a policy to be established to determine a process for adding new members to the Board. Currently, there will be a discussion brought before the Board should any new agencies request to join.

Upon motion of Ms. Parks, seconded by Mr. McCoy, and duly carried, the Board approved the action to invite Calleguas Municipal Water District to become a VCREA Board member.

### **20. Clean Coalition Presentation**

Postponed

### **21. Partnership Program Update**

Ms. Tellez presented the 2017 Annual Highlights report. Staff was not yet ready to present the more robust Annual Report but will come back to the Board in March.

### **22. General Updates and Announcements**

Ms. Weir discussed the recent natural disasters and that sometimes those incidents provide an opportunity to rethink some policies. It was asked of the group if anyone had any policy recommendations for energy savings in rebuilt areas. After some discussion, the Board directed staff to put together a list of suggestions as soon as possible.

Ms. Parks shared that Southern California Association of Governments mentioned that they would like to do something for the City of Ventura. Ms. Parks suggested to Ms. Weir that the City utilize that resource.

Ms. Ramirez shared information about an upcoming event. On March 22 there will be a Water Education for Latino Leaders conference in Sacramento.

### **23. Items for Future Agendas**

Ms. Ramirez requested a presentation on what the Navy is doing for energy conservation.

Ms. Parks requested continued LACCE updates.

Reschedule Clean Coalition Presentation



**24. Next Meeting- March 15, 2018**

**25. Adjournment**

Chair Ramirez adjourned meeting at 11:15 p.m.