**Board of Directors Meeting**



Thursday, June 18, 2020

2 pm – 3:30 pm

Center for Sustainable Energy

3980 Sherman Street Suite 170

San Diego, CA 92110

*Virtual Board Meeting*

**Minutes**

**Attendees**

Alessandra Casey, Point Loma Nazarene University

April Bolduc, S Curve Strategies

Bradley Northup, City of Carlsbad

Chad Reese, San Diego Airport

Colin Santulli, City of San Diego

Danielle Brannan, New Leaf Biofuel

Gregory Nishihira, University of California San Diego (UCSD)

Jayleene West, Center for Sustainable Energy (CSE)

Jeff Hoyos, SANDAG

Jimmy Steel, City of La Mesa

Kevin Wood, Center for Sustainable Energy (CSE)

Kinshuk Chatterjee, Center for Sustainable Energy (CSE)

Kyle Whatley, San Diego Metropolitan Transit System (SDMTS)

Michael Wygant, San Diego Metropolitan Transit System (SDMTS)

Nick Cormier, San Diego County Air Pollution Control District (SD APCD)

Phil Gibbons, Port of San Diego

Randy Schimka, SDG&E

Rhona Matthews, Center for Sustainable Energy (CSE)

Steve Moore, EXPO Propane

Susan Freedman, SANDAG

Tom Bartley, Transpower

**Review of Minutes** – Susan Freedman

* Edit Out Conversation with SANDAG mobility hub – looking for mobility aspects, but because of COVID, no longer pursuing mobile charging
* Susan motion to approve meeting minutes
  + Chad Motion to accept
  + 2nd Phil Gibbons

**Treasures Report** – Tom Bartley

* **Kevin:**
  + Checking in with national energy partners, national org what works with Clean Cities
    - Does not provide individual support for yearly filing
  + Transition energy partners said they can help
  + No update on clearance on our 501 3c status
    - Note on IRS website, processing is delayed
  + Because of this we have not sent out membership invoices
  + Need to ensure status is okay before sending out invoices
* **Chad**: What line item would facilitation come out of?
  + Kevin- as a board we did not approve specific expenses for facilitation
  + Would like to have the discussion about what we can spend the money on

**Coordinator’s Report** – Kevin Wood /Rhona Matthews

* Planned events for the year
  + Because of COVID event dates are not solid
* Next firm event is the MD/HD event with SDG&E in the first week of August
  + SDG&E has contracted with GNA for webinars and outreach
  + Co-branding with Clean Cities and utilizing Clean Cities network
* Conversations with Sacramento Coalition for Clean Tech/alt fuel education at community colleges
  + Virtual education tour of technology
    - Envision solar
    - Public Entity
    - San Diego Public Charging Infrastructure
      * Visiting charging stations and virtual tour within SD
  + Future webinars
    - Addressing Mandates
    - Environmental Compliance
    - Phil, would like to see what kinds of tech tools and resources exist that can help achieving those goals, procurement processes, analysis, TCO for the port
      * Would like a more regional perspective and discussion, may be more beneficial than a statewide/national conversation
    - Brad- had a conversation with someone in LA
      * Talking about retraining for essential tools like AFleet Tool
        + Live demo covering emission reductions, etc.
        + Showcasing how to leverage and see benefits
        + Maybe bringing in someone from the DOE
    - Kevin – echoing roundtable discussion about local issues and techniques
  + Supporting future CALeVIP related events
    - AHJ permitting
    - SD EV Charging CALeVIP
* Other activities
  + Figuring out best file sharing platform
    - CSE uses box, and does not suggest SharePoint
    - CC can set up an individual account
    - Doesn’t have as much features as SharePoint
    - Kevin will share invites for testing
    - Susan: in the short term, Susan has set up a SharePoint to share docs while the long-term option is to be figured out
  + Alt Fuel Price Report Deliverable in July
  + New Intern for the summer- Jayleene from CSE
    - 2nd year MBA, focus on sustainability and climate change
  + Virtual National Clean Cities Coordinator meeting in August
    - Request to compare and share information
    - May be opportunities for others to attend- unsure at the moment
  + Continued Fleet and charging technical assistance
    - And non-electric questions
  + A-1 in Fresno
    - 10 2019 f250 CNG Trucks available for sale
    - Greg has requested info about F250s
      * Kevin will share info
  + Leading Fleet awards- not alt fuel specific- overall
    - Top 50 included a lot of California and Southern California regions
      * City of SD
      * County of SD
      * City of Oceanside
      * Kevin would like to include them during roundtable
  + Upcoming CVRP for Fleets Webinars
    - June 25th EVI focused, CALeVIP, and SGIP
    - September Fleet Electrification Guide
* Board Manual Walk Through (Rhona)
  + Done by Rhona and her classmates
  + Includes best practice templates and examples for board governance
  + Make it clear on mission, goals, expectations, and engagements
  + Doc is living and editable
  + Up to the board to vote, adopt, and change as needed
  + Rhona will highlight where we need to focus
  + This will live on the SharePoint site
    - If interested in engaging, please let Rhona know so she can share
  + Looking to have as many board members involved
  + Susan: how do we finalize the document?
    - Would like to propose 1 or 2 additional meetings in-between main board meetings to tackle sections
    - Asking for volunteers to help
    - Would like to hire a facilitator to help finalize board manual
    - Would like to invite everyone on the board to give comments
  + Phil: the board manual really helps to formalize the board and process
    - Likes the branding collateral
    - Thinks it’s a good idea for a facilitator and wise use of budget
  + Chad: aggress with Phil
    - Thinks we could get a customized facilitation, with short charrette type meetings
    - Recommends allocating clean cities funds to reinvigorate the board
  + Brad: there was no formal onboarding when they were brought on to the board
    - Really thinks it’s going to mature SDRCCC and what outreach we can provide
    - Provide the structure needed to have a bigger impact regionally
    - Seconds Phil and chad for having a third party to assist
  + Susan would like to come up with a motion for CSE to investigate these facilitator options with a budget does not exceed 5k
    - Thinks it’s a small cost for an important process
    - Especially since the budget has not been used the past couple years
  + Kyle: Agrees with brad and Phil
  + Greg: No comment or opinion as he’s been working on other projects
  + Jimmy Steel: Guide the board members on training as it can get out of hand
  + Susan: if there is no opposition, she would like to move forward with the process
  + Rhona: if there is a hesitation on a time commitment, she encourages some board attendance at the first meeting, even if that means not volunteering and not engaging- but there to soak in and be apart of the first meeting
  + Kevin: immediate next step to figure out scope and budget so CSE can talk to facilitators and discussing options
  + Chad: do we need to approve the exploration?
    - Kevin, not ready to approve specific motion, but wanted the general approval to continue the exploration
  + Susan, we will continue this offline as there is no opposition
    - Will bring the info by July about getting the facilitator
    - 2-3 weeks’ time, will reach out about board manual meetings

**Policy Update** – Kinshuk Chatterjee

* There aren’t a lot of transportation bills moving forward this year
  + Focusing on essential bills and the budget
* Transportation bills will be decided in august
  + CARB LCFS Amendments
    - Approved last month
    - July first effective date
    - No changes for fleets
    - CARB wanted to establish a price ceiling as a control mechanism
      * Analyst anticipate $218/220
    - Question: impact on price during current conditions
      * A lot less demand and would imagine it be lower, but no exact answer
      * But important to recognize these are short term trends
    - Danielle LCFS Input:
      * Prices are currently $206.
      * Which is pretty much around the highest they've ever been.
      * ​That's a major rebound from the drop at the beginning of COVID to around $185 when they had been hovering around $200 for a long time.
  + CARB EVSE Standards
    - Operators must implement certain measures to ensure they can adopt certain accessibility and payment options
    - July first effective date
      * 2-3 years grace window
    - Kyle Question: what standards are included?
      * Roaming/telecom network agreements
      * Does not think it relates to actual network protocols
  + CPUC Draft Transportation Electrification Framework
    - Standardized and streamline investor owned utilities electrification programs application and approval
    - Wide variety programs: actual incentive programs to new commercial EV rates, new targeted outreach
  + Advanced clean trucks regulation
    - CARB will vote at the end of June
  + Susan would like to see more information on transportation equity
    - Would like to stay on top of launching programs that are accessible for all
    - Kinshuk, opening more proceedings and requesting- seems like more movement on equity

**Member Updates** – All Members

* April Bolduc - S curve strategies
  + Helps develop transportation electrification programs
  + On the CEPA working group
  + Wanted to announce west coast clean transit corridor initiative
    - <https://westcoastcleantransit.com/>
    - Nine electric utilities and two agencies representing more than two dozen municipal utilities are sponsoring the West Coast Clean Transit Corridor Initiative, a study to determine how best to ensure that Interstate 5 — a lifeline of goods transportation that extends more than 1,300 miles from the Canadian to the Mexican border — is equipped with sufficient charging to support electric long-haul trucks. Request for member updates via email to be included in the minutes
* Danielle Brannan
  + New Leaf's expansion is fully underway. We hope to be complete with construction around August/September, at which point we will be eventually ramping up to our new capacity of 12 million gallons of production. Additionally, I just wanted to remind everyone that I'll be out on maternity leave starting in August, so Jennifer Case, New Leaf President, will be taking over as the board member in my absence. Rhona/Kevin, can you please add her to the calendar invites for the next couple of board meetings? I should hopefully be back in December.

**Adjourned** – 3:30 PM

**Next Board Meeting:**

August 2020

Location: Virtual Board Meeting