

**From:** Alan Haffa  
**To:** [Bren Lehr](#); [Bruce McPherson](#); [Tom Habashi](#)  
**Subject:** Re: April 18 Special Meeting - Proposed CEO Goals Document  
**Date:** Wednesday, April 18, 2018 9:56:35 AM

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Dear Tom and Bruce,

The time chosen for this meeting conflicts with my class. Please share my questions and suggestions with the rest of the board.

Question 1: 50% reserve seems high compared to most public agencies. Given uncertainty of markets I can see that a larger than normal reserve makes sense, but 50% seems extreme. What is the average variation in market costs over past 10 years?

Question 2: I never saw a copy of the employment contract. Can I get a copy please?

Question 3: A comment was made at the last meeting that there was no termination date on the contract? Is that true? Typical executive contracts in public sector are 2-5 years, with annual performance review, and with a clause that specifies six months prior to termination the board does an evaluation and may extend the contract at that time.

Question 4: We got these proposed goals on April 17. Is that within the Brown Act requirements? At other public agencies I tend to get all board packet materials, which are also made available to public, 72 hours in advance or more.

Comments:

1. I am in general in agreement with the goals as stated although I think a discussion about the size of the reserve should be a separate agenda item and should be subject to more public and board and staff discourse.
2. I would like to suggest that an additional goal look at clarifying the respective roles of Policy Board, Operational Board, and Advisory Board. In my judgement, there is confusion about roles and in particular I am not comfortable with some of the actions of the Operational Board that I think belong more appropriately to the Policy Board. I would ask Tom to work with boards and with the Community Advisory Committee to clarify roles. We are a new agency and working things out, but clarity of roles is essential.
3. I would like to suggest that Tom work on a communication plan for the board. I appreciated meeting with him after the last board meeting. As one board member, I often feel left out of the loop as in this case, getting a proposed list of goals the day before a meeting that is scheduled when I can't attend because of work. Most boards that I am on would ask every board member to check all available times instead of only offering a couple of time windows.
4. I am very optimistic that the creation of the Community Advisory Committee will help our agency to be responsive to the public who helped bring MBCP into existence and I am pleased with the direction we are taking on it. However, I would like to suggest as a goal that Tom work to create a culture at MBCP that is bottom up--responsive to all our stakeholders, inclusive, safe and equitable. In creating a new agency we are establishing a culture for our agency. If we don't give it attention, a culture will develop that may not be what we intend. Developing workplace culture takes attention and focus and I am asking that whatever

language we use to describe the culture we desire, and this may require a separate board agenda item and discussion, that we state it explicitly and that we ask Tom to make it happen.

5. Regarding the subcommittee: I think there should be 3 Policy members and 2 Operational--one Policy member from each county. It is important to remember how sensitive our cities and counties were about representation when we formed MBCP.

Thanks,

Alan Haffa

On Tue, Apr 17, 2018 at 3:30 PM, Bren Lehr <[blehr@mbcommunitypower.org](mailto:blehr@mbcommunitypower.org)> wrote:

Good afternoon, Board Members –

Per direction from Chair McPherson, I'm forwarding to each of you the attached proposed CEO Goals for your review prior to the meeting. Copies will also be available at the meeting. Thank you!

**Bren Lehr, Executive Assistant to the CEO / Board Clerk, MMC, Notary Public**

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