



OPERATIONS BOARD MEETING

April 4, 2018

Today's Agenda

1. Welcome & Roll Call
2. Consideration of Late Additions and/or Deletions to Consent and Regular Agendas
3. Public Comment For Items Not on the Agenda
4. Board Member Disqualifications

CONSENT AGENDA

5. Approve Minutes of the February 7, 2018 Operations Board of Directors Meeting (*Action Item*)
6. Adopt Resolution Changing the Time and Location of the Regular Meetings of the Operations Board of Directors (*Action Item*)
7. Authorize CEO to Submit Payment to Cal-CCA for the MBCP's Operational membership Dues and Litigation Fund Contribution for FY 2017-18 (*Action Item*)
8. Approve Finance and Information Technology Policies and Procedures Related to MBCP's Day-to-Day Business Operation (*Action Item*)

REGULAR AGENDA

9. CEO's Report (*Discussion Item*)
10. Concur with Policy Board's Direction on the Formation and Structure of the Community Advisory Council (CAC) (*Action Item*)
11. Authorize MBCP to Execute Price Protection Agreements with Customers (*Action Item*)
12. Approve MBCP Product Offering: MBPrime – 100% Renewables Service (*Action Item*)
13. Authorize MBCP to Execute Fixed Rate Agreements with Customers (*Action Item*)
14. Recommend Adopting a Reserve Fund Fair Contribution Policy for MBCP's Rebate Program (*Action Item*)
15. Board Member Reports & Comments (*Discussion Item*)
16. Adjournment to Next Operations Board Meeting on Wednesday, May 2, 2018

AGENDA ITEM #6: Adopt Resolution Changing the Time and Location of the Regular Meetings of the Operations Board of Directors (*Action Item*)

RECOMMENDATION: Adopt Resolution of the Operations Board of Directors of the Monterey Bay Community Power Authority to establish a new location and convene time for regular meetings; ratify the current operations board regular meeting schedule; and supersede all previously adopted resolutions to the extent of any inconsistent meeting schedule, location, and times.

AGENDA ITEM #7: Authorize CEO to Submit Payment to Cal-CCA for the MBCP's Operational Membership Dues and Litigation Fund Contribution for FY 2017-18 (*Action Item*)

RECOMMENDATION: Authorize the CEO to submit payment of \$166,500 to the California Community Choice Association (Cal-CCA) for MBCP's operational membership dues and litigation fund contribution for FY 2017-18.

AGENDA ITEM #8: Approve Finance and Information Technology Policies and Procedures Related to MBCP's Day-to-Day Business Operations (*Action Item*)

RECOMMENDATION: Staff recommends Operations Board approval of the following policies and procedures:

Financial Policies

- FP8 – Purchasing and Procurement
- FP9 – Travel and Meeting Expense Reimbursements for Employees

Information Technology

- IT2 – Information Systems Use
- IT3 – E-mail Use
- IT4 – IT Asset Management
- IT5 – Internet Usage
- IT6 – Access Control
- IT7 – Login and Password Security
- IT8 – Data Breach
- IT9 – Workstation Security
- IT10 – Clean Desk

The scope of these documents is to provide a workable set of principles, requirements and best practices that offer guidance and direction to MBCP in its conduct of day-to-day business operations.

Adopting IT policies that focus on protecting customer information and the integrity of the infrastructure, and detailing the processes required for delivering applications and services throughout MBCP networks.

The Board may re-visit and amend these policies at its discretion.

AGENDA ITEM #9: CEO's Report (*Discussion Item*)

- New Employee Introduction
- Marketing and Outreach Update
- Regulatory Update
- Amendment to FY 2017-2018 Budget

AGENDA ITEM #9: CEO's Report (*Discussion Item*)

NEW EMPLOYEE INTRODUCTION:

Name	Position	Start Date
Mary Hernandez	Administrative Assistant	January 22, 2018
Jeremy Clark	Energy Trading Manager	March 7, 2018
Peter Pearson	Contract & Compliance Manager	April 2, 2018
Steven Twohy	Financial Analyst	April 2, 2018

AGENDA ITEM #9: CEO's Report (*Discussion Item*)

OPT-OUTS – UPDATED MARCH 28, 2018:

Date	# of Customers	Total GWh's	% of Total Non-res Load
1.29.18	15	17.9	<1%
2.12.18	32	22.4	<1%
2.26.18	48	34.1	~1.36%
3.27.18	76	57.9	~2.32%

AGENDA ITEM #10: Concur with the Policy Board's Direction on the Formation and Structure of the Community Advisory Council (CAC) (*Action Item*)

DECISIONS MADE AT THE MARCH POLICY BOARD MEETING:

- Formation
- Selection Process
- Scope Definition and Approval

RECOMMENDATION:

Staff recommends that the Operations Board concur with the Policy Board regarding the CAC's formation, selection process and approach to defining the scope. If accepted, the CAC would advise both Boards on matters that fall within each Boards' purview.

AGENDA ITEM #10: Concur with the Policy Board's Direction on the Formation and Structure of the Community Advisory Council (CAC)

CAC FORMATION & SELECTION PROCESS

Formation

- Eleven members, representing customers and stakeholders in the tri-county area.
- First year of appointment terms vary between 1,2 and 3 years. Thereafter, 3 year terms.
- The CAC Chairperson, or designee, to be a liaison to the Boards.

Selection Process

- Application available 3/16/18; broad outreach began week of 3/19/18. Applications due 4/30/18.
- In May, staff will list all applicants by geography, skills and association. The list, along with all applications, will be provided to the subcommittee.
- The three County Supervisors were named to the subcommittee to select CAC candidates. Policy Board to appoint CAC members.

AGENDA ITEM #10: Concur with the Policy Board's Direction on the Formation and Structure of the Community Advisory Council (CAC)

CONCLUSION

Staff recommends that the Operations Board concur with the Policy Board:

- CAC made up of 11 members, stakeholders in tri-county area, 3 year term. CAC Chair, or designee, liaison to both Boards.
- CAC members selected by Policy Board subcommittee; appointed by Policy Board.
- CAC scope and by-laws to be drafted by seated CAC members. Each Board approves the elements of CAC's scope and by-laws that directly relate to the Powers and Functions of each Board.
- CAC would advise both Boards on matters that fall within each Board's purview.

AGENDA ITEM #11: Price Protection Agreements (*Action Item*)

RECOMMENDATION: Staff recommends that the Operations Board approve the Price Protection Agreement so that it may be offered to MBCP customers.

PURPOSE: To ensure that MBCP rates will be at or lower than the incumbent utility for up to five years

AGENDA ITEM #12: MBprime – 100% Eligible Renewable Service Offering (*Action Item*)

RECOMMENDATION: Staff recommends that the Operations board approve a 100% Eligible Renewable generation resource service offering. Customer may request this offering on a voluntary basis and expect that the effective rate for energy will increase by 1 cent per KWH.

PURPOSE: To satisfy requests made by certain customers that prefer that all of their energy consumption be sourced by Eligible Renewable Resources

AGENDA ITEM #13: Fixed Rate Agreements (*Action Item*)

RECOMMENDATION: Staff recommends that the Operations Board authorize MBCP CEO to offer, negotiate, and execute a Fixed Rate Agreement with customers subject to the terms summarized in this staff report.

PURPOSE: Offer customers electricity budget certainty for up to 3 years

AGENDA ITEM #14: Reserve Fund Fair Contribution Policy (*Action Item*)

RECOMMENDATION: Staff recommends the Operations Board approve the Reserve Fund Fair Contribution Policy.

PURPOSE: Ensure that customer who opt out, then opt back in will make fair contribution to reserves

AGENDA ITEM #15: Board Member Reports & Action *(Discussion Item)*

Board members will have an opportunity to report out on issues since the last meeting.

Thank you!

Next Policy Board Meeting – May 2, 2018