



## Staff Report Item 1

**TO:** East Bay Community Energy Executive Committee Members

**FROM:** Nick Chaset, Chief Executive Officer

**SUBJECT:** Overview of Executive Committee Scope and Structure

**DATE:** March 30, 2018

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### **Recommendation**

Approve staffs recommended executive committee scope of work, which covers regular briefings and discussions of:

- 1) Regulatory and Legislative Issues
- 2) EBCE's Finances and General Administration
- 3) Marketing and Outreach Efforts
- 4) Energy Procurement
- 5) Local Development and Programs

Within this scope, staff expects to bring items like draft administrative policies, proposed long-term renewable and carbon-free energy targets and upcoming budgets to the Executive Committee for initial review and feedback. Based on this feedback, staff will make adjustments and bring matters to the full EBCE Board for approval.

### **Background**

On January 17, 2018, the EBCE Board of Directors voted to empanel an Executive Committee appointed by the Chair of the Board. The EBCE Joint Power Authority states

*“The Board may delegate to the Executive Committee such authority as the Board might otherwise execute”* (Executive Committee, 4.6, East Bay Community Energy Authority JPA)

subject to a number of limitations primarily related to essential functions like setting rates, resolving litigation or setting annual budgets. It is staff's recommendation that the Executive

Committee initially focus on working with Staff to provide input into five major areas of EBCE's operations:

- 1) Regulatory and Legislative Issues
- 2) EBCE's Finances and General Administration
- 3) Marketing and Outreach Efforts
- 4) Energy Procurement
- 5) Local Development and Programs

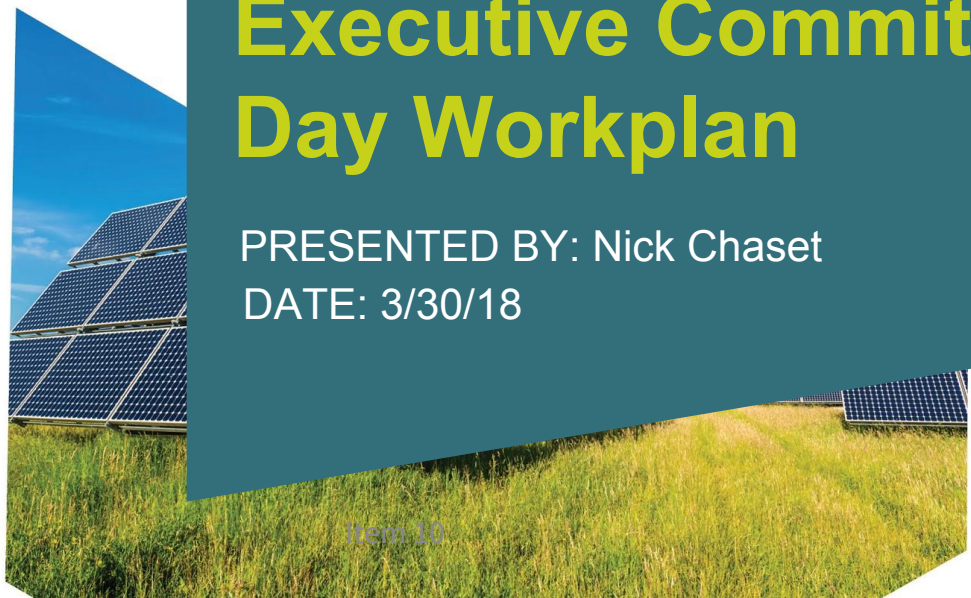
The Executive Committee will convene to discuss major upcoming agenda items, decisions and policies, with an initial focus on providing staff with feedback and commentary that can be incorporated into work products that are subsequently brought to the full EBCE Board for approval. Over time, staff recommends that the Executive Committee develop a set of recommended delegations of authority to bring to the full EBCE Board for approval.



# Executive Committee 90 Day Workplan

PRESENTED BY: Nick Chaset

DATE: 3/30/18



# 90 Day Workplan

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- April Exec Com Meeting
  - Regular Updates on Standing Items (Reg/Leg, Marketing, Procurement, Finance/Admin, Local Development)
  - Review Local Development Business Plan
- May Exec Com Meeting
  - Regular Updates on Standing Items
  - Review 2018-2019 Budget and EBCE Reserve Policy
- June Exec Com Meeting
  - Regular Updates on Standing Items
  - Review Integrated Resource Plan