



Staff Report Item 6

TO: East Bay Community Energy Board of Directors

FROM: Nicolas Chaset, Chief Executive Officer

SUBJECT: CEO Report - Informational Item

DATE: November 15, 2017

Staff Recommendation

Accept CEO reports on update items below.

Discussion & Analysis

A. **EBCE Office Space**

EBCE has executed a month-to-month lease for office space for up to 11 staff at a WeWork Office Space in downtown Oakland. The lease agreement covers three offices that will support up to 11 staff at a monthly cost of \$7,270 a month, including all infrastructure costs (internet, furniture, conference rooms, etc.). It is our intention to occupy these offices for 6-9 months, starting December 1, 2017, during which time we will be developing a set of clear criteria to find EBCE's long-term home.

B. **Staffing Update**

We are pleased to announce two new staff members, Annie Henderson, Vice-President of Marketing and Account Services, and Supria Ranade who will serve as our Director of Power Resources. Resumes for Annie and Supria are attached for your information. We are also working to fill the following open positions: General Counsel, Director of Technology and Analytics, Director of Regulatory and Legislative Affairs, and Director of Government and Community Affairs. Additional staff will follow once these key positions are filled and larger office space is secured.

C. **JPA Amendments**

During the September 20, 2017 Board meeting, there was a discussion of potential JPA amendments that are administrative in nature. Board feedback during the discussion was for EBCE staff to collect a series of potential JPA amendments to bring back to the Board in the January/February 2018 timeframe. To date, two potential amendments have been identified: 1) amendment to reflect fact that LDBP will not be completed by October, 2017, 2) amendment to allow selection of alternate CAC members. In addition to these items, I will be following up with the Board and the CAC to seek ideas for additional JPA amendments over the course of the next two months.

D. **Wholesale Energy Services**

On October 27, EBCE received five bids for Wholesale Energy Services. EBCE convened an interview panel made up of EBCE staff and CAC member Megan O'Neil. To further support EBCE's review of WES proposals, EBCE retained Samuel Golding from Community Choice Partners. On Monday November 6 and Tuesday November 7, the review team met with all five bidders for 60 to 90 minutes. The review team is now working to develop a set of follow up questions and request for best and final offers from the bidders due the week of November 13-17; the goal is to bring a recommendation to the Board for approval on December 6th.

E. **Legislative Engagement**

EBCE has issued an RFP for legislative advocacy and strategy support and expects to commence interviews with potential candidates over the next week. Nick Chaset has also started setting up meetings with state elected officials for meet and greets. As a past Board Meeting, Board Members discussed the potential of setting up a day for Board Members to travel to Sacramento to meet with the Alameda County delegation. Another option is to invite select Board Members to meetings with the Assembly and Senate members from their specific jurisdictions.

F. **Implementation Plan**

On November 6, CPUC staff sent Inder Khalsa a note indicating that the CPUC is going to imminently certify EBCE's Implementation Plan. We await the hardcopy notification of EBCE's certification, but are already moving quickly with PG&E to access all the key data streams necessary to support our planned launch.

G. **Agency and Customer Policies**

Staff is currently conducting a review of operational, customer, financial and procurement policies of other operational CCAs and will present an overview and proposed policy adoption schedule to the Board at its December 6th meeting. Staff will also work with the selected Wholesale Energy Services provider to develop a set of risk management policies which will include recommended budget reserve targets and other risk management tools.

H. Contracts Entered Into

At EBCE's August 3rd, 2017 Board meeting, the CEO was given delegated authority to enter into contracts up to \$100,000 without prior Board of Directors authorization. At this meeting, the Board of Directors additionally requested that the CEO report monthly updates on any contracts that were entered into under this authority at the next Board meeting.

Review of EBCE Contracts entered into since October 2017:

1. **Contract Extension for Taj Ait-Laoussine:**

Scope of Contract: continued support to EBCE during the scoping and execution of EBCE's billing, data management and call center contract with SMUD.

Term of Contract: extension of contract to December 15, 2017 and increased not to exceed from \$10,000 to \$30,000.

Contractor Experience: Taj has worked for Oracle, DataRaker, and Enernoc in senior leadership roles focused on energy data analysis and utility billing systems.

2. **Contract for Samuel Golding and Community Choice Partners:**

Scope of Contract: support to EBCE during the scoping and execution of EBCE's WES contract.

Term of Contract: Contract through December 31, 2017 with a not to exceed quantity of \$10,000.

Contractor Experience: Samuel Golding and Community Choice Partners helps local governments initiate or enhance their Municipal Aggregation or Community Choice Aggregation programs, with a focus on renewable and distributed energy resources.

Samuel has been retained by the Sonoma Clean Power, the County of Los Angeles, the San Francisco Public Utilities Commission, the City of San Diego, and the California Energy Commission.

Attachment(s):

B 1. Resume for Annie Henderson

B 2. Resume for Supria Ranade

ANNIE HENDERSON

Profile

Energy program management professional with 13+ years in the renewable energy and energy efficiency field. Most recently focused on innovative financial services programs that address climate change by funding measures that reduce greenhouse gas emissions. Detail-oriented professional who gets stuff done.

Professional Experience

Renew Financial, Oakland, CA

June 2009 - Present

Vice President of Residential Property Assessed Clean Energy (RPACE) Product June 2014 - Present

- **Product Management and Expansion:** Leader of RPACE programs – innovative financing helping homeowners reduce energy and water use and deploy renewable energy systems. Lead program expansion to Los Angeles County (Spring 2015) and statewide in Florida (Fall 2016). Mentored and supported a direct report's work to launch a third California program in western Riverside County (Spring 2017). Currently, oversee a team of four direct reports to support ongoing operations, government sponsor relationships, troubleshooting and problem solving of program policies and processes due to market feedback or industry changes, assessment of policy effectiveness, and enhancement of programs. Responsible for developing the business case for product expansion and launch of new programs including drafting workflow requirements, supporting legal document development, creating program policy, and coordinating overall rollout.
- **Project Management:** Lead the development of key initiatives that drive sales volume, legal compliance, and customer ease of use for the RPACE product through addition of new features and process improvements. Manage cross-functional teams and implement project plans. Present business case to executive level decision-makers and stakeholders. Develop policies, procedures and training materials for internal stakeholders. Communicate project status and conduct postlaunch monitoring and evaluation.
- **Executive Coordination:** Responsible for reporting to C-level executives and Board of Directors regarding decisions on the RPACE product. Achieve cross-department buy-in through collaboration with impacted departments, requiring deep understanding of each department's business perspective and substantial communication skills.

Program Director

June 2009 – June 2014 •

Initially hired to launch statewide financing program, but my job focus shifted in the Summer of 2010 based on changes to company business direction

- **Program Development:** Operationalized the first statewide RPACE program in the country. Managed three direct reports while working with stakeholders across the business, recruited initial 14 counties and over 120 cities in California, created program documents and materials, and supported government and legal proceeding required for formation of the financing program.
- **Policy:** Worked on federal and state-funded California Energy Commission program, Energy Upgrade California. Primary responsibility was development of a web portal supporting the energy efficiency rebate program. Required extensive stakeholder coordination and reporting.

Center for Sustainable Energy, San Diego, CA

June 2007 – June 2009

Program Manager, Solar Water Heating Pilot Program

- **Program Development and Management:** Developed and launched largest solar hot water heating pilot program in the country. Responsible for creating program protocols and procedures, directing marketing efforts, budget management and invoicing, and reporting. Acted as point of contact for all stakeholders including contractors, customers, state and local government officials, and industry representatives. Orchestrated industry coordination and feedback through a multi-faceted steering committee. Conducted application review and approval. Delivered contract training and educational consumer workshops.

- **Policy:** Interface with evaluation vendor, California Public Utilities Commission and California Air Resource Board regarding program evaluation and impact on future policy developments for a statewide solar water heating rebate program.

Occidental Power Solar and Cogeneration, San Francisco, CA

June 2004 – June 2007

Business Manager

- **Business Management:** Responsible for budget creation and analysis, purchasing, cash flow analysis, rebate administration and processing, and client service.
- **Sales and Marketing:** Reviewed all sales contracts, set sales cost guidelines, assist in special project cost analysis, and general marketing oversight.

Education

University of Pennsylvania, Philadelphia, PA

1997 – 2001

Bachelor of Arts, Dual Major Environmental Studies and Geology

SUPRIA RANADE

Summary

- Senior energy markets structurer & financier in the supply, efficiency and renewable sectors
- Co-founded the energy practice at Newmark Knight Frank (900mm square feet under management)
- Six years structuring bundled and unbundled renewable energy transactions in CAISO, PJM, NEPOOL and ERCOT
- 10+ years serving clients at national utilities, municipalities, electric cooperatives, energy developers, competitive retail suppliers, financials and green power marketers

Professional Experience

BGC Partners-Newmark Knight Frank (NKF)

July 2016 - Present

Energy and Sustainability Services

- Responsibilities include global sales & marketing (50 brokers nationally), site origination, financing procurement and solicitation, and energy procurement for NKF portfolio (900mm square feet)
- Select transaction work:
 - **RFP & project management:** global Fortune 500 oil and gas client (\$4.5mm); global market research client (\$6.2mm)
 - **Energy procurement & supply:** Electric supply procurement for global telecommunications client (\$17mm notional contract); \$1mm savings LTM
 - **Project financing:** LEDs (\$14.5mm), solar PV (\$6.5mm), storage (\$10mm)
 - **Program management:** LEED certification/recertification (70mm square feet), CA Title 24 compliance (19mm square feet), voluntary Green-e REC procurement (50mm square feet)

BGC Partners - Environmental Brokerage Services LP

April 2013 – July 2016

Director, Renewable Energy Markets

- Responsibilities included short and long dated transaction structuring, renewables desk management (team of 5), regulatory surveillance (3,200 counterparties in the utilities, financing and policy space), renewables RFP management, and lobbying efforts (government and utility RPS nuances)
- Select transaction work:
 - **Structuring:** First of its kind LFGTE power purchase agreement for a MA-based electric cooperative (\$12mm notional), LFGTE power purchase agreement for NH-based university (\$22mm notional) community solar origination and market bilateral for Sustainable Westchester (1st CCA in NYISO)
 - **Brokerage:** Exclusives with 3 of the top 5 power marketers nationally; REC & green power transactions (\$100mm notional), CAISO PCC1 & PCC2 products (\$25mm notional)
 - **Policy consulting:** NJ Clean Energy Association (A-2237, A-1384), DE Solar Association (HB-58), SEBANE (225 CMR 14.00); Green-e® program creation for two PJM-based cooperatives (1mm customers)

Evolution Markets Inc., White Plains, NY

June 2007 – May 2012

Vice President, Renewable Energy Markets

- Responsibilities included managing REC market entry advisory services for load-serving entities, renewables RFP management, leading regulatory surveillance (1,500 counterparties)
- Selected transaction work:
 - **Structuring & brokerage:** REC & green power transactions (\$250mm notional)
 - **Procurement & RFP management:** CAISO, NEPOOL and PJM green power offtakes (\$14mm notional)

Speaking Experience and Industry Affiliations

*Newmark Knight Frank Smart Buildings Group, **Co-Founder***

- “Utilizing the EPAct Tax Credit - New Opportunities for CRE”, NKF Conference, Chicago, IL

*Environmental Markets Association, **Former Board Member***

- Moderator, “Navigating the Post-polar Vortex world: Low-Cost Solutions to Grid Reliability”
- Moderator, “HB 173 and the Future of Solar in the Lone Star State”

Education

Columbia University, New York, NY, *Master of Science in Earth and Environmental Engineering*

December 2007

Johns Hopkins University, Baltimore, MD, *Bachelor of Science in Earth and Planetary Sciences*

May 2006