****

SUSTAINABLE ENERGY ADVISORY BOARD (SEAB)

**Minutes**

**Meeting #151**

**Thursday, February 14, 2019**

**Sustainability Department**

9601 Ridgehaven Ct., San Diego, CA 92123

First Floor Auditorium

10:30 a.m.

1. Call to Order

Chair, Julia Brown called the meeting to order at 10:35AM. Quorum met with 3 regular members and 2 alternate members present.

1. Introductions of Board Members, City Staff, and Public Participants

**MEMBERS PRESENT:**

Jason Anderson – Business Community

Julia Brown (Chair) – At Large Member

Sean Karafin – At Large Member

Douglas Kot (Vice Chair) – U.S. Green Building Council

Andrew McKercher – Labor Organization

Jay Powell – Environmental Advocate

Eddie Price – At Large Member Alternate 1

Eric Scheidlinger – At Large Member Alternate 2

Vacant – Solar Installer/Developer

Vacant – SDG&E

Vacant – Center for Sustainable Energy

# CITY STAFF PRESENT:

Aaron Lu – Sustainability Department

Michael Salyer – Sustainability Department

Public Introductions.

1. Approval of Agenda (Chair)

**\*MOTION\*** to approve agenda made by Julia Brown. Seconded by Eddie Price. Motion passed 5-0-0, no abstentions.

IV. Approval of Minutes

1. Meeting #150, January 10, 2019

2. Meeting #149, December 13, 2018

3. Meeting #148, November 8, 2018

**\*MOTION\*** to approve all three meetings’ (#s 148, 149, and 150) minutes with proviso that all members not in attendance at a meeting are recorded as abstaining for those meetings made by Jay Powell. Seconded by Jason Anderson. Motion passed 5-0-0.

V. Announcements

Julia Brown and Jason Anderson made announcements.

Eric Scheidlinger announced that Andrew McKercher is no longer with the IBEW, but still wants to be involved with SEAB.

**Sean Karafin joined the meeting**

The issue of vacancies on the Board was discussed and it was noted that the representatives proposed by their organization designated seats for CSE (James Strange) and SDG&E (Hillary Hebert) were in the audience but have not received confirmation of a nomination by the Mayor for City Council review and confirmation.

VI. Non-agenda Public Comment

None.

VII. Action Items/Discussion

1. Semi-Annual Update to Environment Committee for the Period July through December 2018.

Chair Julia Brown introduced the item since she had provided an original draft report for review. Board member input had been provided to staff. Jason Anderson was prepared to move adoption of a revised draft circulated to the Board but wanted to clarify that certain changes had been recommended to the Municipal Code changes recommended in 2015 by the Board. He stated that we have recommended that Cleantech San Diego be assigned a position to one of the At-large positions.

Jay Powell questioned which seat that was and when that recommendation was made. Jason Anderson replied that it was seat #8 and was discussed at the last (January) meeting. Chair Julia Brown stated that it was recommended at the last meeting. Jay Powell stated that he did not recall that. Julia Brown and Jason Anderson repeated that it was discussed at the last meeting. Jay Powell noted that such a discussion or recommendation was not reflected in the January 10 meeting minutes. Jason Anderson stated it was at the January meeting and that he, Julia Brown, Sean Karafin and Jay Powell were present. Julia Brown explained that it was discussed and was decided that a designated seat for Cleantech San Diego should substitute for an At-Large Seat. Sean Karafin stated that this is formalizing what we are already doing. Julia Brown stated that the issue was discussed but we could not take action on it at the January meeting since we did not have a quorum. Jay Powell repeated that he did not recall the discussion. Additional discussion continued.

Jay Powell stated that action on the Municipal Code changes recommended by SEAB was not docketed or noted on the agenda and he had an issue with dealing again with a document we had adopted four years previously. He indicated he is concerned with approving the municipal code changes that were not listed as an action item. He sought clarification of what changes were being made to the Semi-Annual Report draft and what changes were being made to the Municipal Code copies being projected on the meeting screen by staff.

**\*MOTION\*** Jason Anderson moved to adopt the Semi-Annual Report to the Environment Committee along with these changes to the Municipal Code. Sean Karafin seconded.  Motion passed (5-1-0) with Jay Powell opposed stating the motion was out of order and citing changes in the SEAB Recommended Updates to Municipal Code were made without proper notice and not listed as an individual action item.

1. Budget Recommendation Letter to Mayor and Council

Jay Powell moved to adopt letter and send to Mayor and Council.  Jason Anderson seconded. Motion Passed (6-0-0).

1. General Operating Procedures

Julia Brown discussed the Board’s current operating procedures as taking action items before informational items including those with guest presenters.  She suggested going forward to take action items after presentations to allow adequate time for the presenters and/or guest speakers.  Jay Powell moved to adopt the changes recommended by the Chair as distributed in backup annotated document. Jason Anderson seconded. Passed (6-0-0).

1. 2019 SEAB Work Plan

Chair Julia Brown requested that Jay Powell present a proposed 2019 Work Plan he had prepared based on the 2018 categories and described in a memorandum, both of which had been distributed to the Board. Board members asked clarifying questionsand several minor edits were suggested. It was noted that “Work Plan Topics”, “Presentations to SEAB/Discussion” and “SEAB Work Product, if any” columns were set forth in the proposed Work Plan but that the Board would need to set “Date Needed (Priority)” for future meeting scheduling.

**\*MOTION\*** Jay Powell moved to adopt and Eddie Price seconded to adopt the draft 2019 Work Plan with annotations discussed. Passed (6-0-0).

VIII. Informational Items/Discussion (Taken out of order).

None.

IX. Staff Updates

Aaron Lu announced that the Sustainability Department would be hiring a new Deputy Director,

Heather Werner, to start 2/19/2019 and provided updates for Climate Action Plan work in 2019 in anticipation of updates for 2020.

X. New Business

None.

XI. Review of Next Meeting Agenda and Suggested Items for Future Meetings

Chair Julia Brown asked what items discussed under Action Item 4. 2019 SEAB Work Plan stand out to Board members. Suggestions included: A presentation by SDGE of the changes in Sempra SDGE business plan regarding procurement of electricity and proposals they have for legislation, a briefing on the Resolution adopted by the City Council on formation of a CCA JPA and work underway by the Southeastern San Diego Sustainability Coalition regarding Communities of Concern.

XII. Adjournment

Meeting adjourned at 11:43AM.

Note: An audio recording of this meeting is available upon request.