

**SAN DIEGO COMMUNITY POWER**  
**Staff Report – Item 2**

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To: San Diego Community Power Board of Directors

From: Cody Hooven, SDCP Interim Executive Officer  
Director/Chief Sustainability Officer, City of San Diego

Subject: Operations and Administration Report from the Interim Executive Officer

Date: February 27, 2020

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**Recommendation**

Receive update on various operational and administration activities and file this report.

**Analysis and Discussion**

Staff will provide regular updates to the Board of Directors regarding San Diego Community Power's (SDCP) organizational development, administration and start-up activities. The following is a brief overview of this month's discussion items, which are informational only.

**A) Vendor RFPs**

Upcoming RFPs include data management/call center and marketing services. The data management RFP will be released in the next several weeks and the marketing services RFP will be released in March. Negotiations with River City Bank continue for the credit and banking facility. Staff hoped to present a final agreement to the Board in February but this will be delayed. We will provide an updated timeline as soon as possible.

**B) SDCP Staff Workload and 2020 Policy Matrix**

As an agency in its infancy, there are many activities that are underway concurrently to launch SDCP successfully. These include negotiating financing in order to fund the remaining the activities, regulatory tracking and engagement, and procurement processes for critical services. These activities must occur in a sequence that balances the current capacity of the interim staff.

The interest from the Board to establish a variety of policies is appreciated, including topics such as nuclear power, workforce, and Communities of Concern raised at the January 2020 meeting. For clarity and to address these interests, attached to this report is a matrix of SDCP policies of interest that will be completed over the course of this year. Drawn from the updated Implementation Timeline that was adopted at the January 30th Special Meeting, the matrix attached provides an abbreviated overview of the policies staff is working on now and through 2020.

Staff also is currently working with SDCP's attorneys to develop Agency bylaws. We expect these will be brought to the Board for adoption in March, along with the first batch of administrative policies that are considered a priority for near-term agency operations.

### **C) Community Advisory Committee**

At the January 2020 Special Meeting, the Board approved the formation of the Community Advisory Committee and the application form and process. The process of creating the Community Advisory Committee as follows:

- Application forms made available to the public on February 4th, 2020 and publicized by each Board Member and member agency
  - Promoted through social media, press releases, San Diego Union Tribune article, and additional formats chosen by each member agency
- Applications will be accepted until February 28th and then distributed to each Board Member based on which city the applicant(s) resides, works or owns a business in
- Each Board Member, with assistance from SDCP staff, will review the applications to select two nominees from each member city in preparation for the Board meeting on March 26th
- Present nominees at the March Board meeting for Board approval

### **D) MOU with City of La Mesa for Administrative and Support Services**

Staff from the City of San Diego and City of La Mesa are performing Interim Executive Officer, administrative, and Board Secretary duties, respectively, for SDCP. In order to formalize this arrangement and establish terms and conditions for the types of services provided, compensation of those agencies, and the number of hours that will be provided, staff and General Counsel are presenting a proposed MOU with the City of San Diego for the Board to consider at this current meeting, and an MOU with the City of La Mesa at a subsequent meeting.

### **E) Discussions with San Diego Gas & Electric (SDG&E)**

Staff and SDCP consultants have met several times with various SDG&E staff to discuss coordination needs and opportunities for collaboration. Areas of discussion include Load forecasting, Integrated Resource Planning, resource adequacy, etc. A variety of filings and proceedings at the California Public Utilities Commission (CPUC) will require information from and close coordination between SDCP and SDG&E. Discussions in this area include data requests and response timelines, CPUC deadlines and opportunity for supportive reply comments, meet and confer needs, and other opportunities for coordination. We have been in touch over email and meet in person, as needed. MRW and Associates, LEAN Energy US, and Tosdal, APC are all involved at various levels. Once the Energy Services Provider is approved by the Board and starts work, that firm will also be key to these coordination meetings.

### **F) Executive Recruitment**

Shawn Marshall with LEAN Energy US, a consultant to SDCP, is leading this effort and the process is underway. Ms. Marshall is working with a sub-committee of the Board to select and onboard an executive recruitment firm in order to begin the recruitment process. The following

is the timeline and steps in the process. Ms. Marshall will be available at the Board meeting to provide additional details.

Month	Activity
February 2020	Select winning firm and finalize contract
March 2020	Prepare job posting and open recruitment
April 2020	Application period ends; initial candidate review
April- June 2020	Top candidate selection and interviews (anticipate 2-3 rounds); Board approvals/hiring process

#### **G) Regulatory Update**

The California Public Utilities Commission (CPUC) has broad regulatory authority over the energy sector in California, including partial jurisdiction over Community Choice Aggregation (CCA) programs. SDCP and other CCA program customers are regularly affected by CPUC decisions regarding power resources, rates, financial obligations and data retention among other things. The regulatory update (attached) includes CPUC proceedings that are currently active and will have an impact on SDCP. This is not an exhaustive list. Staff and Tosdal, APC will continue to monitor or engage in these proceedings, and other regulatory activities, as needed to ensure SDCP's interests are represented. Staff from Tosdal, APC will be available at the Board meeting to provide additional details.

#### **Attachments:**

Attachment A: 2020 Policy Matrix

Attachment B: February Regulatory Update