



## COMMUNITY ADVISORY COMMITTEE

### Background, Scope & Structure

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#### BACKGROUND

Desert Community Energy (DCE) is a locally-controlled energy provider serving Palm Springs, Cathedral City, and Palm Desert. DCE is dedicated to reducing greenhouse gas emissions by offering customers easy access to clean energy at competitive rates through Community Choice Aggregation (CCA). DCE is also committed to reinvesting in its member communities through programs that help both residential and commercial customers lower their electric bills through education, efficiency upgrades, and financial assistance for eligible low-income households. DCE was formed through a joint powers authority of the three member cities. DCE is led by a Board of Directors comprised of equal representation from each city council. The DCE program and Board is supported by CVAG staff and a consultant team with CCA, public power, and energy expertise.

After years of planning, DCE is gearing up to launch service in 2020, starting with Palm Springs. DCE's new Community Advisory Committee will provide a direct path for community members to get involved with DCE as it moves from planning to launch to implementation. The Committee will also support the DCE Board on an ongoing basis with efforts to engage, educate, and assist its member communities.

#### SCOPE

**Roles and Responsibilities.** To help DCE meet its objectives and reach its full potential, the Community Advisory Committee will:

- Advise the DCE Board on program start-up and ongoing operations.
- Serve as liaisons to the community, acting as ambassadors on behalf of DCE to promote its goals, objectives, and programs through advocacy, outreach, and education.
- Provide input on clean energy programs, community incentives, and strategies to reduce carbon emissions.
- Help shape DCE's efforts to engage, educate, and support low income customers and under-served community members who may be eligible for financial assistance and other programs to increase energy efficiency, thereby lowering electric bills.
- Collaborate with stakeholder groups, sustainability commissions, unions and others on best practices of Community Choice Energy programs, legislative and regulatory issues, and developments in the energy sector.
- Provide a forum for community discussions on a wide range of issues related to clean energy and strategies to reduce carbon emissions

#### STRUCTURE

**Membership.** Community Advisory Committee members will be appointed by the DCE Board. Membership shall represent a diverse cross-section of each community, not just energy experts.

**Membership Criteria.**

- Open to anyone who lives or works in DCE's service territory in Palm Springs, Cathedral City, and Palm Desert.
- Have relevant background in at least one or more of the following areas. Experience may be gained through professional or volunteer activity.
  - **Community:** May include involvement in neighborhood, business, environmental, social justice, faith, education, economic development, or other groups.
  - **Advocacy:** May include previous experience serving on a formal advisory committee, public commission, or similar body.
  - **Energy:** May include production, efficiency, demand reduction, technology, finance, policy, environmental impacts, or assistance for low income customers.
- Demonstrate a personal commitment to investing the time and energy needed to be an active participant on the Committee, including attending regular meetings as frequently as possible in order to ensure quorum and maintain consistency.
- Operate in a collaborative manner, hold civil dialogue with fellow Committee members, and act in accordance with the governing policies and procedures set forth by the Board and DCE.

**Selection and Appointment.** Members will be recruited through an open application process through DCE's website. DCE staff will collect and screen applications for eligibility. Applicants meeting eligibility criteria will be reviewed and considered for appointment by the DCE Board. The Board may elect to interview candidates as part of the selection process. Applications are public records, available for review upon request (sensitive contact information will remain private).

**Expectations.** Members will be subject to all applicable conflict of interest laws, and may be required to disclose potential conflicts by filing a Form 700 (For information about conflicts of interest, read the California Attorney General's Guide: <https://oag.ca.gov/sites/all/files/agweb/pdfs/publications/coi.pdf>). Members are expected to maintain a good attendance record.

**Terms.** Inaugural members will serve two-year terms, with no term limits. Committee members serve at the pleasure of the Board.

**Meetings.** The Community Advisory Committee will meet monthly, typically one to two weeks before the DCE Board's regularly scheduled meetings. Meetings will be held in the late afternoon or early evening, with exact day and time set by the Committee at its first meeting. Meetings will generally be held at DCE offices in Palm Desert but may be occasionally rotated.

The Community Advisory Committee is subject to the Brown Act. Meetings will be publicly noticed and be open to the public. Quorum shall consist of a simple majority of the current membership. To ensure that the Committee regularly reaches quorum and functions with consistency, missing additional meetings may result in removal from the Committee.

**Governance.** DCE staff will serve as liaison between the Committee and Board. The Committee will elect a Chair who will facilitate meetings and provide brief reports to the Board as needed.