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Minutes - **DRAFT**

To: NCPA Executive Committee
From: Cary A. Padgett - Assistant Secretary
Subject: August 23, 2018, Executive Committee Meeting Minutes

1. **Call to Order** – The meeting was called to order by Chair Bob Lingl at 8:00 am, at NCPA, 651 Commerce Drive, Roseville, California.

Executive Committee Members present were Chair Bob Lingl, Vice Chair Roger Frith, Mark Chandler, Teresa O’Neil, and Greg Scharff. A quorum of the Committee was established.

In attendance were NCPA General Manager Randy Howard, General Counsel Jane Luckhardt, Assistant Secretary Cary Padgett, and David Hagele.

Public Forum: Chair Lingl asked if any members of the public were present who would like to address the Committee on the agenda items. No members of the public were present.

2. **Approval of Minutes** – Approval of the July 26, 2018, Executive Committee were approved (Motion by Roger Frith, second by Greg Scharff). Motion carried by a unanimous voice vote

INFORMATIONAL ITEMS

3. **General Manager Report** - update and monthly report
 - Provided an overview of Hometown Connections, Inc., (HCI) Annual Meeting that was held last week. Monty Hanks and Miranda Shumaker from NCPA staff also attended. Miranda is helping build the HCI interface for NCPA Members, which will allow Members to see vendor agreements under the Agency’s support services program.
 - Provided an update on legislative and regulatory activities, and an overview of the August 22 NCPA Legislative & Regulatory Affairs Committee meeting.
 - Gave an update on the Donnell fire and the impacts to the hydroelectric facility and surrounding area. Also provided an update on the fire near the NCPA’s Geothermal Facility. Fire is contained, but 25 percent of NCPA employees were evacuated from their homes.
 - Met with Western Area Power Administration staff to discuss Cyber Security and Technology issues. Received a presentation on cyber-attacks and what the federal government is doing with the security of their facilities. Newest threat are drones, which is very challenging. Also

discussed plans on how to change the CVP for farmers regarding releases on the Delta, and the Western Contract renewals in 2019.

- Gave an update on the NCPA Disaster Recovery Center lease agreement with Consolidate Communications. Consolidate Communications would like to sell the building to NCPA if they are able to subdivide the property. If they are not able to subdivide the property, will consider another lease agreement with NCPA. NCPA's lease agreement expires in two years.

4. *General Counsel Report* - update and monthly report

- Gave an update an overview on Generation Services vendor contracts and ongoing projects.
- Provided an update on the FERC 890 Complaint. Currently working on the latest draft to send to PG&E.
- Reviewing the contract with California Department of Water Resources with regards to being able to purchase additional capacity that qualify for RA. However, NCPA is required to enter into a Master Confirmation Agreement in order to become fully enable with CDWR under WSPP. State entities have service requirements, and staff is looking to see if NCPA is following all the state contract rules.
- Reviewing the Interconnection Agreement on PG&E's policy to de-energize lines due to an emergency, e.g., high winds, fire, etc.
- Working with Santa Clara and DWR on co-tendency on transmission lines from the Geothermal project.

DISCUSSION / ACTION ITEMS

- 5. *Resolution 18-71, Amendment to NCPA's Personnel Policy and Procedures Manual*** – approve an amendment to NCPA's Personnel Policy and Procedure Manual language adding Policy 406.19, Time-Off During a State of Emergency, to address issues with displaced employees caused by such an event.

Fiscal Impact: The fiscal impact of approving this policy is difficult to quantify due to the unknown timing, frequency, or number of employees that could be impacted by such an event.

Randy Howard provided a background on the amendment to the Personnel Policy and Procedures Manual, Policy 406.19, Time-Off During a State of Emergency. There have been a few instances where a state of emergency has been declared by the Governor because of a wild fire, which forced NCPA employees to evaluate their homes and not able to work their scheduled shifts. These displaced employees are forced to use their vacation or comp time to cover for the time lost. This policy was presented to the Utility Director group and was recommended for Commission approval. Staff is recommending the Commission approve up to five days of Administrative Paid Leave when a state of emergency has been declared for those employees impacted. The Committee discussed and agreed with staff's recommendation.

General Counsel Jane Luckhardt took the Committee into Closed Session.

CLOSED SESSION

- 6. *Conference with Legal Counsel*** – Existing litigation pursuant to Government Code Section 54956.9(d)(1): Name of case: *Northern California Power Agency, City of Redding, City of Roseville, and City of Santa Clara v. the United States*, Court of Federal Claims Case No. 14-817C.

RECONVENED TO OPEN SESSION

General Counsel Jane Luckhardt reconvened the Committee meeting from Closed Session.

REPORT FROM CLOSED SESSION

Closed Session Disclosure: Upon return to open session, General Counsel Jane Luckhardt reported there was no reportable action taken on closed session item 6.

NEW BUSINESS

No new business was discussed.

ADJOURNMENT

The Executive Committee adjourned at 9:32 am.

Sincerely,

CARY A. PADGETT
Assistant Secretary