



# Jefferson County PUD Citizen Advisory Board

## AGENDA

Date: Sept 9,  
2019

Time: 2:00PM to  
4:30PM

Chimacum Fire  
Hall, 9193  
Rhody Drive,  
Chimacum, WA

1. Call to Order
2. Introductions
3. Agenda Approval
4. Public Comments - **This public comment period of up to 15 minutes is for any items not on the agenda. During the meeting, the Chair may also permit public comments on other discussion items. Each speaker is limited to 3 minutes.**
5. CAB Minutes
  - 5.1 Revise July minutes
  - 5.2 Review / Approve August minutes
6. BOC Update – Commissioner Ken Collins
7. PUD Staff Reports
  - 7.1 GM Report
  - 7.2 New Media Server – **Will O'Donnell**
8. Subcommittee Reports
  - 8.1 Broadband (Discussion)– Karen Bennett
  - 8.2 Low Income (Decision) – Larry Dennison
  - 8.3 Workplan (Decision)– Gary Rowe**
9. CAB Business
  - 9.1 Port Hadlock Sewer – Craig Durgan
  - 9.2 Date for OPMA/PRA training – Larry Dennison
10. Communications
11. Announcements
12. Future Agenda Items / Calendar
13. Adjourn



## **AGENDA REPORT**

DATE: August 26<sup>th</sup>, 2019

TO: Board of Commissioners

FROM: Larry Dennison – CAB Chair

CC: Kevin Streett – General Manager  
Russ Michel - CAB Vice Chair  
Don McDaniel - PUD Management Consultant

RE: Citizen Advisory Board Low Income Recommendation

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### **Citizen Advisory Board Recommendation to Jefferson County PUD District 1 Board of Commissioners**

The Citizen Advisory Board recommends to the Board of Commissioners to increase the Senior Low Income power subsidy from the current \$20 per month to \$39.50 which now applies to the regular Low Income category.

#### **Background:**

June 12, 2019, CAB members of the low-income subcommittee Larry Dennison, Craig Durgan and Jessica Dillon met with non-voting participants Commissioner Randall and staff members Jean Hall and GM Kevin Streett to discuss a variety of low income issues including increasing the Senior Low-Income monthly power subsidy from \$20 per month to \$39.50 per month.

At this meeting Jean informed the group that JPUD income qualifications for the Senior Low-Income discounts are based upon the County Assessor senior low income program which requires one household member to be at least 62, with a combined income no greater than \$30k, regardless of the number of members in the household. The current credit JPUD gives is \$20 per month for electricity, \$10

per month discount on water, and a 30% reduction in the base fee for sewer service. The low income energy assistance program subsidy is \$39.50 and the income limit is 150% of the federal poverty level. The total income limit varies depending upon the number of members in the household; i.e. for a household of 1, the program's income limit is less than the Senior Low income program, for a household of 2, they are near parity (approx. \$30k). And for larger households, the low income energy assistance program has a greater income limit.

Group discussion regarding potential budget impacts revealed that the program is currently budgeted for approximately \$450k per year based on the \$2 base rate increase implemented in 2016. Last year the program credited a little over \$300k to customers, well under the budgeted amount.

Jean informed the group that the Senior Low income power subsidy has never seen an increase from \$20 per month; even when power rates and base fees were increased. The budgetary impact would be minimal due to the low number of people (66) on this program and it would help adjust for rate increases since the program was established.

Everyone present was in agreement. And the CAB low income subcommittee agreed to seek approval from the entire CAB to recommend to the BOC that the Senior Low Income program be granted the same subsidy amount for power as the general low income energy assistance program.

July 12, 2019 Citizen Advisory Board meeting: Due to an already lengthy meeting, the CAB low income subcommittee only touched briefly on this recommendation.

August 9, 2019 Citizen Advisory Board meeting: The entire CAB voted unanimously to recommend to the BOC, “to increase the Senior Low Income power subsidy from the current \$20 per month to \$39.50 which now applies to the regular Low Income category.”

## WORK PLAN SUBCOMMITTEE REPORT

1. Resolution 2018-015 (reference to process)
  - The BOC makes its CAB requests through the GM
  - The CAB administers the list of prioritized issues
  - After topics are agreed upon by the CAB, the GM/designee submits to BOC for approval and prioritization
2. Operating guidelines (reference to process)
  - CAB review of annual work plan
  - BOC policy issue requests may be studied by subcommittee (from 2018-015)

3. List of CAB projects:

Date	Project Description		Date	Project Description
Oct-13	Conservation		Nov-15	Fuel Switching
Dec-13	Net Metering		Apr-16	Meter Replacement
Jan-14	Public Education		May-16	Community Solar
Jan-14	Streetlight Conversion		May-17	Noxious Weeds
Feb-14	Power Boost/Low Income		Jun-17	Electric Vehicles
Mar-14	Electric Shutoff/Reconnection		Aug-17	Credit Cards and Late Fees
Apr-14	Ombudsman		Feb-18	CAB Governance
May-14	Credit Collection		Jun-18	Sewer Rates
Sep-14	Smart Meter		Jun-18	Unused Solar Credits
Feb-15	Broadband		Sep-18	Streetlights
Mar-15	Rate Study		Nov-18	CAB Operating Guidelines
Mar-15	Strategic Plan		Jan-19	Audio Recording Index
Apr-15	EV Charging Stations		Apr-19	Meter Opt-Out
Jul-15	Customer Survey		May-19	Low Income

4. Prior CAB reports (recommendation to collect and post prior reports of subcommittees)
5. CAB work plan needs to support and be in sync with PUD adopted strategic plan (update in progress) highlights (reference for establishing priorities)
6. Proposed work plan (September 2019)

Topic	Statement of work	Status
Broadband	<ul style="list-style-type: none"> <li>• Provide feedback to JPUD staff on development of broadband strategic plan.</li> <li>• Recommend policies for JPUD to implement broadband strategic plan</li> </ul>	Subcommittee assisted JPUD staff in preparation of broadband strategic plan. Work will be ongoing with subcommittee recommendations on implementation of broadband strategic plan.
Governance	<ul style="list-style-type: none"> <li>• Evaluate effectiveness of CAB governance.</li> <li>• Prepare CAB onboarding materials</li> <li>• Work with PUD staff to update CAB website</li> </ul>	CAB operating guidelines adopted and put into practice. Subcommittee will periodically to evaluate CAB governance.
Low income	<ul style="list-style-type: none"> <li>• Improve low income program administration</li> </ul>	Subcommittee report submitted. CAB recommended increasing senior low income subsidy to be equal to low income subsidy.

## WORK PLAN SUBCOMMITTEE REPORT

	<ul style="list-style-type: none"> <li>Review low income assistance discount and senior discount</li> </ul>	Additional evaluation of low income support.
Meter replacement	<ul style="list-style-type: none"> <li>Provide feedback to JPUD staff on development of meter replacement project.</li> </ul>	Meter replacement subcommittee gave report and recommendation 5/9/16. PUD staff conducted RFP for meter replacement, but no action taken to implement. PUD staff preparing business case RFQ.
Electric vehicle infrastructure	<p>Topics:</p> <ul style="list-style-type: none"> <li>Charging stations</li> <li>Capacity</li> <li>Promotion/Adoption</li> <li>Rebates</li> </ul>	Subcommittee formed 6/12/17. Need to update committee membership. Unsure whether any reports or recommendations submitted.
Carbon footprint/ climate change	<ul style="list-style-type: none"> <li>Vulnerability assessment.</li> <li>Extreme weather impacts</li> <li>PUD infrastructure changes to reduce carbon footprint</li> <li>Evaluate options for switching from carbon-based fuels to heat pumps</li> </ul>	Has not previously been on CAB work plan. 2016 strategic plan objective: <i>“reduce local carbon emissions as suggested in the Port Townsend-Jefferson County Climate Action Plan”</i> .

### 7. Work Plan Subcommittee Recommendations:

- Adopt CAB work plan as submitted (or as amended by CAB).
- Follow update of JPUD strategic plan and evaluate related topics for changes to the CAB work plan.
- Follow adoption of JPUD budget and multi-year plans to evaluate related topics for inclusion in the CAB work plan.
- Work plan subcommittee to provide recommended updates to work plan as appropriate.
- Work plan subcommittee to work with JPUD staff to post prior work plans and reports on CAB website.