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REGULAR MEETING MINUTES  
November 5, 2018  
6:00 PM

**I. Call to Order & Orders of the Day**

**Roll Call**

PRESENT: Benjamin Foster, Daniel Zazueta, Ruth Merino, Richard Zahner, Anthony Strawa, Reza Sadeghian, Matt Mahan

ABSENT: Katy Nomura

STAFF: Commission Secretary Keila Cisneros, Deputy Director of Account Management and Marketing Zachary Struyk, Sr. Public Info Rep Kate Ziemba, Analyst Melissa Espinoza

**Call to Order & Orders of the Day**

**II. Public Record**

None on file.

**III. Public Comment**

- Victor Niemeyer spoke to the commission regarding marketing strategy.

**IV. Consent Calendar**

Upon a motion by Commissioner Zahner and seconded by Chair Zazueta, the minutes were unanimously approved pending the correction of a grammatical error. (7-0-1. Absent: Nomura)

**V. New Business**

Deputy Director Struyk asked the Chair if the agenda could go out of order in order to accommodate Miss Ziemba's request to leave early. Chair Zazuata allowed.

**A. Review Community Outreach plan**

Miss Ziemba went through the Community Outreach plan with the Commission.

Commission had questions. Miss Ziemba provided feedback and answers. Commission Discussion ensued.

**B. Discuss revised work plan**

ACTION: Discuss and adopt work plan

Chair Zazueta opened the floor for discussion. Commission discussion ensued. Commission had feedback and edits for the draft work plan.

Upon a motion by Vice Chair Merino, seconded by Commissioner Mahan and carried the amended draft workplan was unanimously approved. (7-0-1. Absent: Nomura)

- C. Discuss potential future agenda items  
Commission discussed potential standing agenda items.

**VI. Reports and Information Only**

None.

**VII. Old Business**

There was no old business.

**VIII. Meeting Schedule and Agenda Items**

*The next regular meeting will be December 3, 2018 at 6:00 pm., T-1446.*

**IX. Adjournment**

Chair Zazueta adjourned the meeting at approximately 7:49 p.m.

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DANIEL ZAZUETA, CHAIR

ATTEST:  
CLEAN ENERGY COMMUNITY ADVISORY SECRETARY

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KEILA CISNEROS, STAFF SPECIALIST