

DOCKETED

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CALIFORNIA ENERGY COMMISSION

1516 Ninth Street
Sacramento, California 95814

Main website: www.energy.ca.gov

CEC-70 (Revised 08/18)



IN THE MATTER OF:

School Bus Workshops

Docket No. 18-TRAN-01

**ELECTRIC SCHOOL BUS
CHARGING INFRASTRUCTURE
INFORMATIONAL WORKSHOP**

RE: School Bus Replacement

Notice of Electric School Bus Charging Infrastructure Informational Workshop

The School Bus Unit of the California Energy Commission (Energy Commission) will conduct an informational public workshop to discuss charging infrastructure planning for potential awardees under GFO-17-607 School Bus Replacement for California public school districts, county offices of education (COE), and joint power authorities (JPA).

Understanding infrastructure installation is a critical part of a successful electric school bus rollout. Funding under GFO-17-607 means that many school bus fleets will be installing their first school bus charging infrastructure. To learn more, please join us:

November 29, 2018

10:00 a.m.–12:00 p.m.

CALIFORNIA ENERGY COMMISSION

1516 Ninth Street

First Floor, Rosenfeld Hearing Room

Sacramento, California 95814

(Accessible)

Remote access is available by computer or phone via WebEx.™
(Instructions below.)

Agenda

1. Introduction and Background (10 minutes)
 - a. Overview of charging infrastructure funding under GFO-17-607
 - i. What is infrastructure and what can grant funding include (electric chargers, electrical upgrades, electrical storage, solar, etc.)?
 - ii. Tentative funding schedule
 - iii. Planning Questions to consider

2. Case Study (20 minutes)
 - a. School bus fleet representative describes experience installing charging infrastructure
3. Utilities Assistance (30 minutes)
 - a. Utilities describe programs to assist with installation
 - b. Discussion of information needed by utilities
4. Infrastructure Providers (30 minutes)
 - a. Infrastructure providers describe the installation process and what to expect when using the infrastructure
5. General Discussion (30 minutes)
 - a. Action timeline
 - b. First steps
 - c. Questions and Answers

Background

Senate Bill 110, (Committee on Budget and Fiscal Review, Chapter 55, Statutes of 2017), appropriates up to \$75 million to public school districts, COEs, and transportation JPAs for school bus replacement grants administered by the Energy Commission.

This funding will be used to replace the oldest diesel school buses throughout California. The Energy Commission is emphasizing electric school buses as the preferred type of bus replacement, providing funding for electric charging infrastructure, and providing workforce training and development opportunities and resources to support electric school bus maintenance, charging, and operations.

A solicitation ([GFO-17-607](#)) for the school bus replacement component was released in May 2018, to public school districts/COEs/JPAs. Applications were due September 20, 2018. The Energy Commission has established a list of buses eligible for replacement based on the applications received.

This informational workshop will help to ensure a swift rollout by providing an educational forum where potential awardees will learn what is needed to develop the electric charging infrastructure necessary to support electric school buses. Participants will hear about lessons learned from school districts already operating electric school buses, partnering opportunities from electric utility providers, and project development tips from Energy Commission staff and infrastructure providers.

Public Comment

Oral comments. The School Bus Unit will accept oral comments during the workshop. Comments may be limited to three minutes per speaker and one speaker per organization. Any comments will become part of the public record for this proceeding.

Written comments. Written comments must be submitted to the Docket Unit by **5:00 p.m. on December, 12, 2018.** Written comments will also be accepted at the workshop; however, the Energy Commission may not have time to review them before the conclusion of the meeting.

Written and oral comments, attachments, and associated contact information (e.g. address, phone number, email address) become part of the viewable public record. This information may also become available via any Internet search engine.

The Energy Commission encourages use of its electronic commenting system. Visit <https://efiling.energy.ca.gov/Ecomment/Ecomment.aspx?docketnumber=18-TRAN-01>, which links to the comment page for this docket. Select or enter a proceeding to be taken to the “Add Comment” page. Enter your contact information and a comment title describing the subject of your comment(s). Comments may be included in the “Comment Text” box or attached as a downloadable, searchable in Microsoft® Word (.doc, .docx) or Adobe® Acrobat® (.pdf) file. Maximum file size is 10 MB.

Written comments may also be submitted by email. Include docket number 18-TRAN-01 and Electric School Bus Infrastructure in the subject line and send to docket@energy.ca.gov.

If preferred, a paper copy may be sent to:

California Energy Commission
Docket Unit, MS-4
Re: Docket No. 18-TRAN-01
1516 Ninth Street
Sacramento, California 95814-5512

Public Adviser and Other Commission Contacts

The Energy Commission’s Public Adviser’s Office provides the public assistance in participating in Energy Commission proceedings. For information on how to participate in this forum, please contact Public Adviser Alana Mathews, at PublicAdviser@energy.ca.gov, (916) 654-4489, or toll free at (800) 822-6228.

For assistance with reasonable accommodations, please contact Yolanda Rushin at yolanda.rushin@energy.ca.gov or (916) 654-4310 at least five days in advance.

Media inquiries should be directed to the Media and Public Communications Office at mediaoffice@energy.ca.gov or (916) 654-4989.

Questions on the subject matter of this meeting, should be directed to the School Bus Unit at schoolbusprogram@energy.ca.gov or (916) 654-4831.

Remote Attendance

WebEx is the Energy Commission's online meeting service. When attending remotely, presentations will appear on your computer/laptop/mobile device screen, and audio may be heard via the device or telephone. Please be aware that the WebEx meeting may be recorded. WebEx technical support is available at 1-866-229-3239.

Via Computer: Go to <https://energy.webex.com/ec>. If this event is listed, click "Register." If not, click "Unlisted Events" on the left of the screen and enter Event Number **929 106 816**. When prompted, enter your name and email address. No password is needed.

The "Join Conference" menu will offer you a choice of audio connections:

1. To call into the meeting, select "I will call in" and follow the on-screen directions.
2. International attendees, select "Global call-in number."
3. To have WebEx call you, enter your phone number and click "Call Me." This step will not work if your number has an extension.
4. For Internet audio: If you have a broadband connection, a headset, or a computer microphone and speakers, you may use VoIP (Internet audio). Go to the audio menu and click "Use Computer Headset," then "Call Using Computer."

Via Telephone Only: (no visual presentation): Dial 1-866-469-3239 (toll-free in the U.S. and Canada) and when prompted, enter the meeting number above. International callers may select a number from <https://energy.webex.com/energy/globalcallin.php>.

Via Mobile Device: Download the application from www.webex.com/products/web-conferencing/mobile.html.

Muting: We greatly appreciate your cooperation in reducing background noise on the audio connection by muting your line when you are not speaking. Mute your line rather than placing your phone on hold. Using WebEx, right click on your name in the panelists or attendees list and select "Mute." If you are only using a telephone connection, press "*6" once to mute and again to unmute.

Availability of Documents

Documents and presentations for this meeting will be available online at <https://efiling.energy.ca.gov/Lists/DocketLog.aspx?docketnumber=18-TRAN-01>.

Dated: November 12, 2018, at Sacramento, California

Kevin Barker
Deputy Director
Fuels and Transportation Division

Mail Lists:
AltFuels listserv
Proposition39 listserv
School Bus Replacement Program listserv
Transportation listserv

HOW TO COMPLETE THE CEC 70 – NOTICE OF LEAD COMMISSIONER/COMMITTEE/COMMISSION WORKSHOP/HEARING/MEETING

Format

Margins. Use 1” margins, except on the first page, which should have a .5” top margin.

Spacing. Place two returns after the title and before a heading, and one return after a heading. Remove widows and orphans (dangling sentences at the top and bottom of page) or use the Microsoft® Word option to prevent them. Spacing may be adjusted as necessary to conserve paper. Use a single space between sentences and after a colon.

Contents

Fill in or edit [\[bracketed blue items\]](#) and remove [\(parentheticals\)](#).

Comments

A period of oral public comment is **required** for all Energy Commission meetings. The collection of written comments is required during the public comment period of [Administrative Procedure Act](#) (APA) rulemakings, and in certain phases of siting or complaint proceedings. Otherwise, they are optional. Check with the Chief Counsel’s Office on the proceeding.

Agendas

Per the [Bagley-Keene Open Meeting Act](#):

The notice and agenda provisions require bodies to send the notice of its meetings to persons who have requested it. (§ 11125(a).) In addition, at least ten days prior to the meeting, bodies must prepare an agenda of all items to be discussed or acted upon at the meeting. (§ 11125(b).) In practice, this usually translates to boards and commissions sending out the notice and agenda to all persons on their mailing lists. The notice needs to state the time and the place of the meeting, and give the name, phone number and address of a contact person who can answer questions about the meeting and the agenda. (§ 11125(a).) The agenda needs to contain a brief description of each item to be transacted or discussed at the meeting, which as a general rule need not exceed 20 words in length. (§ 11125(b).)

The agenda items should be drafted to provide interested lay persons with enough information to allow them to decide whether to attend the meeting or to participate in that particular agenda item. Parties should not label topics as “discussion” or “action” items unless they intend to be bound by such descriptions. Parties should not schedule items for consideration at particular times, unless they assure that the items will not be considered prior to the appointed time.

The notice and agenda requirements apply to both open and closed meetings. There is a tendency to think that agendas need not be prepared for closed session items because the public cannot attend. But the public’s ability to monitor closed sessions

directly depends upon the agenda requirement which tells the public what is going to be discussed.

Regular Meetings

The Act, itself, does not directly define the term “regular meeting.” Nevertheless, there are several references in the Act concerning regular meetings. By inference and interpretation, the regular meeting is a meeting of the body conducted under normal or ordinary circumstances. A regular meeting requires a 10-day notice. This simply means that at least 10 days prior to the meeting, notice of the meeting must be given along with an agenda that sufficiently describes the items of business to be transacted or discussed. (§§ 11125(a), 11125(b).) The notice for a meeting must also be posted on the Internet, and the web site address must be included on the written agenda. In addition, upon request by any person with a disability, the notice must be made available in appropriate alternative formats, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the applicable federal rules and regulations. The notice must contain information regarding the manner in which and the deadline by which a request for any disability-related modification or accommodation, including auxiliary aids or services, may be made by a person requiring these aids or services in order to participate in the meeting.

In two special situations, items may be added to the agenda within the 10-day notice period, provided that they are added and notice is given no later than 48 hours prior to the meeting. (§ 11125.) The first such situation is where the body concludes that the topic it wishes to add would qualify for an emergency meeting as defined in the Act. (§ 11125.3(a)(1).) The second situation is where there is a need for immediate action and the need for action came to the attention of the body after the agenda was mailed in accordance with the 10-day notice requirement. (§ 11125.3(a)(2).) This second situation requires a two-thirds vote or a unanimous vote if two-thirds of the members are not present.

Changes made to the agenda under this section must be delivered to the members of the body and to national wires services at least 48 hours before the meeting and must be posted on the Internet as soon as practicable.

The [Bagley-Keene Open Meeting Act](#) requires additional procedures for unnoticed topics. Staff should be familiar with the open meeting act as well as the [Brown Act](#) and [Robert’s Rules of Order](#).

Approvals

CEC 19 Public Notice Sign Off—route with the notice for approval.

CEC 36 Agenda Input Form—routes agenda items to the Secretariat for approval.

Posting

At least **10** days prior to any public meeting, an agenda with all items to be discussed or acted upon must be posted. (Bagley-Keene § 11125(b).) The Secretariat requires at

least one working day to process the notice once all approvals are received. Certain proceedings require additional notice. If you have questions, check with the Chief Counsel's Office.

Copies

Email a .pdf file of the Notice to:

1. WEBWORK@energy.ca.gov. Specify each listserv(s) the notice should go to, including that of the specific proceeding.
2. Each office on the CEC 19.
3. All parties to an adjudicatory proceeding. Use the latest proof of service list from the webpage for the proceeding.

Mail hard copies as required by the specific proceeding. For example, APA rulemakings require a hard-copy mailing of the Notice of Proposed Action (NOPA) to a representative number of small businesses that are likely to be affected. If you have questions, contact the Chief Counsel's Office.

Recording, Court Reporter, Transcripts

If desired, request that ITSB record the meeting at the same time a WebEx is requested. Proceedings are not recorded unless requested.

A court reporter can be requested via the Secretariat on the CEC 19 form. Transcripts are generally available for review six business days after the meeting.

Recordings and transcripts must be sent to WEBWORK@energy.ca.gov to be posted to the proceeding's webpage.