



Courtenay C. Corrigan, Chair  
Town of Los Altos Hills

Margaret Abe-Koga, Vice Chair  
City of Mountain View

Liz Gibbons  
City of Campbell

Rod Sinks  
City of Cupertino

Daniel Harney  
City of Gilroy

Jeannie Bruins  
City of Los Altos

Rob Rennie  
Town of Los Gatos

Marsha Grilli  
City of Milpitas

Burton Craig  
City of Monte Sereno

Steve Tate  
City of Morgan Hill

Dave Cortese  
County of Santa Clara

Howard Miller  
City of Saratoga

Nancy Smith  
City of Sunnyvale

**Silicon Valley Clean Energy  
Finance and Administration Committee Special Meeting**

Tuesday, June 19, 2018  
11:00 am

Silicon Valley Clean Energy Office  
Conference Room  
333 W El Camino Real, Suite 290  
Sunnyvale, CA

**MEETING MINUTES**

**Call to Order**

Chair Craig called the meeting to order at 11:15 a.m.

**Roll Call**

**Present:**

Chair Burton Craig, City of Monte Sereno  
Vice Chair Howard Miller, City of Saratoga  
Director Liz Gibbons, City of Campbell  
Director Rob Rennie, Town of Los Gatos

**Absent:**

None.

**Public Comment on Matters Not Listed on the Agenda**

No speakers.

**Regular Calendar**

**1) SVCE Benefits and Compensation**

Director of Finance and Administration Don Eckert and CEO Girish Balachandran introduced the item and presented a PowerPoint presentation.

The group discussed the results of the compensation study performed by Bryce Consulting, Inc., ways to attract and retain staff, broadbanding, SVCE's budget, and self-directed benefits.

Committee members provided feedback including:

Using the compensation study for comparison purposes, a suggestion to develop the attributes of the type of employee SVCE wants, include a cap on accruals for paid time off, suggestions on how to bundle benefits, increasing some benefits with seniority, and adding a creative space to the existing office.

[svcleanenergy.org](http://svcleanenergy.org)

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CEO Balachandran noted four outcomes of the meeting: 1) a survey would be distributed to employees to gather information on what employees would want as part of a self-directed benefits package, 2) feedback received on employee salary, 3) development of procedures, and 4) consideration of paid time off and additional leave.

Margaret Abe-Koga, Vice Chair  
City of Mountain View

Committee members were in consensus to call a Special Meeting on July 23, 2018, 12:00 p.m. – 2:00 p.m. at the SVCE office.

Liz Gibbons  
City of Campbell

**Committee/Staff Remarks**

None.

Rod Sinks  
City of Cupertino

**Adjournment**

Chair Craig adjourned the meeting at 12:27 p.m.

Daniel Harney  
City of Gilroy

Jeannie Bruins  
City of Los Altos

Rob Rennie  
Town of Los Gatos

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ATTEST:

A handwritten signature in black ink, appearing to read "Andra Pe", is written over a horizontal line.

SECRETARY