

RESOLUTION NO. 2020-20**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SILICON VALLEY CLEAN ENERGY AUTHORITY AMENDING THE APPROVED POSITIONS CHART, JOB CLASSIFICATIONS AND SALARY SCHEDULE TO AMEND THE JOB TITLE FOR THE DIRECTOR OF FINANCE AND ADMINISTRATION TO CHIEF FINANCIAL OFFICER AND DIRECTOR OF ADMINISTRATIVE SERVICES**

WHEREAS, the Silicon Valley Clean Energy Authority (“Authority”) was formed on March 31, 2016 pursuant to a Joint Powers Agreement to study, promote, develop, conduct, operate, and manage energy programs in Santa Clara County; and

WHEREAS, under Section 2.5.2 of the Joint Powers Agreement creating the Authority, the Authority has the power to employ agents and employees; and

WHEREAS, the Board of Directors adopted Resolution No. 2016-06 on August 10, 2016 establishing an Organization Chart for the Authority and salary ranges for the established positions; and

WHEREAS, the Board of Directors has amended the Organization Chart and Salary Schedule to add and delete positions and update salaries with the adoption of Resolution Nos. 2017-07, 2017-10, 2018-06, 2018-10, 2019-04, 2019-15, 2020-09 and 2020-15; and

WHEREAS, Resolution No. 2019-04 also renamed the Organization Chart as the Positions Chart; and

WHEREAS, to meet the needs of the Authority, the Chief Executive Officer recommends that the Board amend the existing schedule of job classification titles and salary ranges to amend the title of Director of Finance and Administration to Chief Financial Officer and Director of Administrative Services.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SILICON VALLEY CLEAN ENERGY AUTHORITY DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. The Authority’s schedule of job classification titles and salary ranges is amended to change the title of Director of Finance and Administration to Chief Financial Officer and Director of Administrative Services. The following schedule of job classification titles and salary ranges shall replace and supersede the schedule shown in Resolution 2020-15:

| Title | Minimum Salary (Annual \$) | Maximum Salary (Annual \$) |
|---------------------------------|-------------------------------|-------------------------------|
| Account Services Manager | 111,648 | 175,447 |
| Administrative Services Manager | 120,952 | 190,067 |
| Administrative Analyst | 83,737 | 143,428 |
| Administrative Assistant | 55,824 | 88,601 |

| Title | Minimum Salary (Annual \$) | Maximum Salary (Annual \$) |
|---|-------------------------------|-------------------------------|
| Analyst | 83,737 | 131,585 |
| Associate Analyst | 69,780 | 109,654 |
| Associate Data Analyst | 82,684 | 122,559 |
| Associate Energy Consultant | 69,780 | 109,654 |
| Associate Legislative Analyst | 72,106 | 113,310 |
| Board Clerk / Executive Assistant | 102,344 | 165,651 |
| Chief Financial Officer and Director of Administrative Services | 148,865 | 259,662 |
| Communications Manager | 111,648 | 175,447 |
| Communications Specialist | 60,476 | 98,835 |
| Community Outreach Specialist | 60,476 | 98,835 |
| Data Analyst | 96,641 | 144,489 |
| Director of Account Services and Community Relations | 148,865 | 233,929 |
| Director of Decarbonization and Grid Innovation Programs | 132,056 | 233,929 |
| Director of Power Resources | 176,776 | 277,791 |
| Director of Regulatory and Legislative Policy | 148,865 | 233,929 |
| Energy Consultant | 83,737 | 131,585 |
| Management Analyst | 102,344 | 160,827 |
| Manager of Decarbonization and Grid Innovation Programs | 120,952 | 190,067 |
| Manager of Regulatory & Legislative Affairs | 124,552 | 188,351 |
| Power Resources Manager | 139,561 | 219,309 |
| Power Resources Planner | 120,952 | 190,067 |
| Power Settlements & Compliance Analyst | 102,344 | 160,827 |
| Principal Power Analyst | 120,952 | 190,067 |
| Rates Manager | 120,952 | 190,067 |
| Senior Analyst | 97,692 | 145,542 |
| Senior Communications Specialist | 72,956 | 110,835 |
| Senior Community Outreach Specialist | 72,956 | 110,835 |
| Senior Data Analyst | 110,597 | 158,446 |
| Senior Data Engineer | 122,597 | 170,446 |
| Senior Energy Consultant | 97,692 | 145,542 |
| Senior Rates Analyst | 110,172 | 165,996 |
| Senior Regulatory Analyst | 97,692 | 153,516 |


Section 2. The organization of positions shall be as shown in Attachment 1: SVCE Approved Positions Chart. This new Approved Positions Chart shall replace and supersede the Approved Positions Chart adopted by Resolution 2020-09.

Section 3. The Chief Executive Officer shall create and maintain as needed job descriptions for each classification.


Section 4. The Chief Executive Officer is authorized to initiate recruitments and hire for all listed positions.

ADOPTED AND APPROVED this 12th day of August, 2020 by the following vote:

| JURISDICTION | NAME | AYE | NO | ABSTAIN | ABSENT |
|-------------------------|---------------------------|-----|----|---------|--------|
| City of Campbell | Director Gibbons | ✓ | | | |
| City of Cupertino | Director Sinks | ✓ | | | |
| City of Gilroy | Director Tovar | | | | ✓ |
| City of Los Altos | Alternate Director Bruins | ✓ | | | |
| Town of Los Altos Hills | Director Tyson | ✓ | | | |
| Town of Los Gatos | Director Rennie | ✓ | | | |
| City of Milpitas | Director Montano | ✓ | | | |
| City of Monte Sereno | Director Ellahie | ✓ | | | |
| City of Morgan Hill | Director Martinez Beltran | ✓ | | | |
| City of Mountain View | Director Abe-Koga | ✓ | | | |
| County of Santa Clara | Director Ellenberg | ✓ | | | |
| City of Saratoga | Director Miller | ✓ | | | |
| City of Sunnyvale | Director Smith | ✓ | | | |

DocuSigned by:

BCE99100C0F4404...
 Chair

ATTEST:

DocuSigned by:

88C9504ACEA046D...
 Clerk

Attachment 1: SVCE Approved Positions Chart



SVCE Positions Chart

| |
|---|
| Chief Executive Officer |
| Board Clerk/Executive Assistant |
| Chief Financial Officer and Director of Administrative Services |
| Rates Manager |
| Senior Rates Analyst |
| Administrative Services Manager |
| Management Analyst |
| Administrative Analyst |
| Administrative Assistant |
| Director of Account Services & Community Relations |
| Account Services Manager |
| Senior Energy Consultant |
| Energy Consultant |
| Associate Energy Consultant |
| Communications Manager |
| Senior Communications Specialist |
| Senior Community Outreach Specialist |
| Community Outreach Specialist |
| Communications Specialist |
| Director of Power Resources |
| Power Resources Manager |
| Principal Power Analyst |
| Power Resources Planner |
| Power Settlements & Compliance Analyst |
| Director of Decarbonization & Grid Innovation Programs |
| Manager of Decarbonization & Grid Innovation Programs |
| Senior Data Engineer |
| Senior Analyst |
| Analyst |
| Associate Analyst |
| Senior Data Analyst |
| Data Analyst |
| Associate Data Analyst |
| Director of Regulatory & Legislative Policy |
| Manager of Regulatory & Legislative Affairs |
| Senior Regulatory Analyst |
| Associate Regulatory Analyst |

*This approved list of Job Titles has more positions than the number of FTEs funded by the Board via the Budget, to provide flexibility to hire at the right level and also provide advancement opportunities