

# South Bay Cities Council of Governments

January 26, 2017

TO: SBCCOG Board of Directors

FROM: Steering Committee

RE: Time Critical Actions of Steering Committee since last Board meeting

The Steering Committee has been delegated the authority by the Board of Directors to take action on any time-critical issues that require it in those months that the Board of Directors does not meet.

In December the Steering Committee took the following action to approve:

- A. Items from November Board agenda where there was no quorum
  - Marketing Agreement with HERO for solar installations
  - Selection of Energy Efficiency Consulting Engineer
  - IT Services Agreements
  - Job Classification Revisions
  - Metro Budget Request for Measure R funds for 2017-2018
- B. SCE/SCG Agreement Extension to June 30, 2019
  - NOTE: The extension included a budget cut from SCE of \$160,000 for 2017. There were two reasons for this reduction: 1) The SBCCOG applied for and received special Edison Strategic Plan funds for implementing EEMIS and developing the EECAPs. Those projects and funding ended in Dec 2016. 2) Edison also cut most of their partner programs by about 10-15%. The SBCCOG is addressing the budget reductions first by not filling empty positions. Over the last year, two staff have left employment and were not replaced. Staff assignments have been modified to achieve program deliverables. The second effort to address the issue is to continue to obtain additional funding through grants or awards. Lastly, the SBCCOG will continue to cut cost and increase productivity through improved office systems and equipment and use of the volunteer network. With these strategies, it doesn't appear at this time that we will need to cut staff further however, we will continue to evaluate staffing costs and report on further actions as necessary.
- C. Amendment to Siembab Corporation Contract for two items:
  - Time extension request to December 31, 2016 for the MUD project to make the termination of the Siembab task order for this project coincide with the termination of the SBCCOG contract with the CEC
  - Climate Action Planning work on the Strategic Growth Council grant for an amount an additional \$100,000 not to exceed a total of \$275,000 funded by the grant

- D. Selection of a CAP consultant
  - Contract with Studioneleven for consulting services for an amount not to exceed \$74,900 to assist with meetings with city staff to assess city interest in CAP land use and transportation strategies for inclusion in each city's city climate action plan and for the Subregional Climate Action Plan.
- E. Website Hosting and Support Services Contract
- F. Extension to the Agreement with SCAG for the Video Conference Equipment

More information on each of these actions is available on request.

**RECOMMENDATION**

Receive and file