

# SAN DIEGO REGIONAL ELECTRIC VEHICLE INFRASTRUCTURE WORKING GROUP

## *MEETING NOTICE AND AGENDA*

**Date:** Thursday, November 14, 2013

**Time:** 1:00 p.m. to 2:30 p.m.

**Location:** San Diego Gas & Electric Energy Innovation Center  
4760 Clairemont Mesa Blvd.  
San Diego, CA 92117

**Staff Contact:** Tyler Petersen  
Tel: (858) 244-4876  
Email: [tyler.petersen@energycenter.org](mailto:tyler.petersen@energycenter.org)

### **AGENDA HIGHLIGHTS**

- **DRAFT READINESS PLAN**

*In compliance with the Americans with Disabilities Act (ADA), CCSE will accommodate persons who require assistance in order to participate in San Diego REVI meetings. If such assistance is required, please contact CCSE at (858) 244-1177 at least 72 hours in advance of the meeting.*



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# SAN DIEGO REVI

Thursday, November 14, 2013

ITEM #		RECOMMENDATION
1.	<b>WELCOME AND INTRODUCTIONS</b>	
2.	<b>ANNOUNCEMENTS</b>	
	Members of the public shall have the opportunity to address San Diego Regional Electric Vehicle Infrastructure Working Group (REVI) on any plug-in electric vehicle (PEV) issue that is not on this agenda. Public speakers are limited to three minutes or less per person. REVI members may provide information and announcements under this item.	
+3.	<b>MEETING SUMMARY</b>	<b>APPROVE</b>
	The REVI is asked to review and approve the September 19 <sup>th</sup> meeting summary.	
	<b>CONSENT ITEM</b>	
+4.	<b>REGIONAL PEV BARRIERS PROGRESS REPORT</b>	<b>INFORMATION</b>
	The REVI barriers table is attached.	
	<b>REPORT ITEMS</b>	
5.	<b>PEV READINESS PLAN</b>	<b>DISCUSSION AND APPROVE</b>
	The draft PEV Readiness Plan has been revised inclusive of input provided by REVI members, other interested parties and the public workshop. The draft Readiness Plan is available here: <a href="https://energycenter.org/programs/pev-planning/san-diego">https://energycenter.org/programs/pev-planning/san-diego</a> . The REVI is asked to discuss and approve the Plan.	
+6.	<b>CEC GRANT OPPORTUNITY: ALTERNATIVE FUEL READINESS PLANS</b>	<b>DISCUSSION</b>
	The California Energy Commission is seeking proposals for "Alternative Fuel Readiness Plans". Staff provided a brief overview of the opportunity at the last meeting. Progress on the application, draft grant objectives and an introduction to the San Diego Regional Clean Cities Coalition, who is collaborating on this effort, will be presented. The REVI is asked to provide input on the materials for consideration in the development of the grant proposal.	
7.	<b>MATTERS FROM MEMBERS</b>	<b>INFORMATION</b>
	Time permitting; REVI members are encouraged to discuss additional topics of general interest.	
8.	<b>FINAL MEETING</b>	<b>INFORMATION</b>
	This is the <b>last meeting</b> of the REVI; no future meetings are scheduled.	
9.	<b>ADJOURNMENT</b>	

+ next to an item indicates an attachment

## September 19, 2013 REVI MEETING SUMMARY

### **ITEM #1: WELCOME AND INTRODUCTIONS**

Mike Ferry, California Center for Sustainable Energy (CCSE), called the meeting to order at 1:05 p.m. and welcomed everyone to the San Diego Regional Electric Vehicle Infrastructure Working Group (REVI).

### **ITEM #2: ANNOUNCEMENTS**

Joel Pointon, San Diego Gas & Electric (SDG&E), made the following announcements:

- Plug-in 2013: The public event will be held on September 28<sup>th</sup> at Liberty Station
- NRG eVgo: Hosting an event on September 30, 2013 at the Fashion Valley mall.
- Dealership Brochure (presented): Developed by the San Diego Regional Clean Cities Coalition, SDG&E, CCSE, the Clean Vehicle Rebate Project, and SANDAG and is intended for distribution by dealerships with new PEV purchases.

Mr. Ferry made an announcement about the PEV Readiness Plan public workshop on October 9<sup>th</sup>.

### **ITEM #3: MEETING SUMMARY**

A correction was made to the August 15<sup>th</sup> meeting summary; the maximum amount of funding offered by the San Diego Air Pollution Control District's Goods Movement Emissions Reduction Program is \$80,000 not \$10,000 as printed.

All changes have been accepted in the July 18, 2013 meeting summary.

Mr. Pointon moved to approve both meeting summaries, with noted corrections. Allison King, San Diego Association of Governments (SANDAG), seconded.

## **CONSENT ITEMS**

### **ITEM #4: REGIONAL PEV BARRIERS PROGRESS REPORT**

Mr. Ferry noted that the attached PEV barriers table contains updated information on REVI's progress.

## **REPORT ITEMS**

### **ITEM #5: CEC GRANT OPPORTUNITY: ALTERNATIVE FUELS READINESS PLANS**

Ms. King discussed with the group a funding opportunity currently available by the Energy Commission. The funding is for the development of alternative fuels readiness plans.

The REVI discussed the opportunity and how it complemented current efforts. It was suggested to push the efforts described in the submittal as close to implementation as possible. No additional information is needed for the preparation of the application. Further discussion was had about the future of the REVI and how this opportunity would support later activities.

#### **ITEM #6: BARRIER 1: PERMITTING/INSPECTION FOR RESIDENTIAL AND COMMERCIAL INSTALLATIONS**

Anna Lowe, SANDAG, described the *Permitting/Inspection for Residential and Commercial Installations* fact sheet to the group. She noted the changes that were made from past versions and the purpose of the fact sheet.

Two suggested modifications to the document were made; 1) replace "City" with "Jurisdiction"; and, 2) include "signage" as a consideration for commercial EVSE installations.

Mr. Ferry made a motion to accept the document with changes. Brendan Reed, City of Chula Vista, seconded the motion.

#### **ITEM #7: DRAFT PEV READINESS PLAN**

Ms. Lowe introduced the Draft Readiness Plan and welcomed all comments from REVI members.

For the remainder of the meeting REVI members discussed the Draft Readiness Plan and provided comments and suggestions for staff to incorporate into the final Draft for REVI approval before the end of the year. All comments and suggestions were annotated onto the distributed Draft Readiness Plan by staff.

#### **ITEM #8: MATTERS FROM MEMBERS**

There were no matters from members.

#### **ITEM #9: NEXT MEETING**

The next REVI meeting is Thursday, October 17, 2013.

The San Diego Regional PEV Readiness Plan Public Workshop is Wednesday, October 9, 2013.

Both are scheduled to take place at the SDG&E Energy Innovation Center, 4760 Clairemont Mesa Blvd., San Diego, CA 92117.

#### **ITEM #10: ADJOURNMENT**

The meeting was adjourned at 3:05 p.m.

### REVI Voting Member Attendance September 19, 2013

REPRESENTATION		NAME	MEMBER / ALTERNATE	ATTENDING
South County Subregion	City of Chula Vista	Brendan Reed	Member	YES
	City of Imperial Beach	Chris Helmer	Alternate	NO
North County Coastal Subregion	City of Del Mar	Ramsey Helson	Member	NO
	City of Carlsbad	Mike Grim	Alternate	NO
North County Inland Subregion	City of Escondido	Kathy Winn	Member	NO
	City of Escondido	Jeff Wyner	Alternate	YES
East County Subregion	City of Santee	Kathy Valverde	Member	NO
	City of La Mesa	Scott Munzenmaier	Alternate	NO
City of San Diego		Jacques Chirazi	Member	YES
		Vacant	Alternate	-
County of San Diego		Peter Livingston	Member	NO
		Susan Freed	Alternate	YES
San Diego Association of Governments		Susan Freedman, Chair	Member	NO
		Allison King	Alternate	YES
San Diego Regional Airport Authority		Paul Manasjan	Member	NO
		Brett Caldwell	Alternate	YES
Caltans, District 11		Chris Schmidt	Member	YES
		Vacant	Alternate	-
Unified Port District of San Diego		Michelle White	Member	NO
		Jenny Lybeck	Alternate	NO
San Diego Gas & Electric		Joel Pointon	Member	YES
		Randy Shimka	Alternate	YES
California Center for Sustainable Energy		Mike Ferry, Vice Chair	Member	YES
		Colin Santulli	Alternate	NO
University of California, San Diego		Dave Weil	Member	NO
		Jim Ruby	Alternate	NO
Miramar College, Advanced Transportation Technology and Energy Program		Greg Newhouse	Member	NO
		Vacant	Alternate	-
San Diego Electric Vehicle Network		Randy Walsh	Member	NO
		Vacant	Alternate	-
National Electrical Contractors Association		Karen Prescott	Member	NO
		Tim Dudek	Alternate	NO
International Brotherhood of Electrical Workers Local 569		Micah Mitrosky	Member	NO
		Vacant	Alternate	-
<b>ADVISORY MEMBERS</b>				
Department of Defense		Chris Parry		NO

REPRESENTATION	NAME	MEMBER / ALTERNATE	ATTENDING
San Diego Air Pollution Control District	Mike Watt		NO
	Nick Cormier		NO
Metropolitan Transit System	Claire Spielberg		NO
City of Coronado	Bill Cecil		NO
City of Encinitas	Diane Langager		NO
City of National City	Ray Pe		NO
City of Solana Beach	Dan King		NO
City of Vista	Lyn Dedmon		NO
Ecotality	Andy Hoskinson		NO
Car2go	Mike Cully		NO
Aerovironment	Charlie Botsford		NO
Coulomb Technologies	Colleen Quinn		NO
General Electric	David Wang		NO

Others in Attendance

Anna Lowe, SANDAG

Tyler Petersen, CCSE

Jessica Jinn, CCSE

Molly Ash, Cuyamaca Community College

Michael Biediger, Equinox Center

David Timber, County of San Diego

### Progress on Regional Plug-in Electric Vehicle (PEV) Barriers

Barrier	Progress on Solutions – Preparation of Guidance Materials	Action Items
<p><b>1. Permitting/Inspection</b> Lack of streamlined permitting and inspection processes and inconsistent (high) costs across jurisdictions.</p>	<ul style="list-style-type: none"> <li>Residential permit and inspection guidelines accepted by REVI on 3/21/13.</li> <li>Residential guidelines distributed to REVI and jurisdictions in 3/2013.</li> <li>City of San Diego and Oceanside permitting guidelines served as examples.</li> <li>OPR draft permitting documents provided at 5/16/13 meeting.</li> <li>REVI approved combined Residential and Commercial Permit and Inspection Guidelines fact sheet on 8/15/13.</li> </ul>	<ul style="list-style-type: none"> <li>State information addresses SF residential; MUD; workplace; retail and public sector; and fast charging.</li> <li>Utilize elements of the State PEV guidebook in the Readiness Plan.</li> <li>The information included in the approved fact sheet will inform the Readiness Plan.</li> </ul>
<p><b>2. Building Codes</b> Lack of standard building codes that accommodate charging infrastructure or dedicate circuits for charging infrastructure in new construction and major renovations.</p>	<ul style="list-style-type: none"> <li>REVI feedback on codes incorporated into CCSE's regional readiness assessment (DOE project), Nov-Dec. 2012.</li> <li>REVI topic at 5/16/13 meeting with presentation on Title 24.</li> <li>REVI identified building codes as a barrier to work closely with the state on in order to develop regional and statewide consistency.</li> </ul>	<ul style="list-style-type: none"> <li>REVI will document the barriers and gaps, and ways to coordinate with the state on building codes in the Readiness Plan.</li> </ul>
<p><b>3. Zoning and Parking Rules</b> Lack of standard regional ordinances that facilitate the installation and access to publicly available charging infrastructure.</p>	<ul style="list-style-type: none"> <li>REVI topic at 4/18/13 and 5/16/13 meetings.</li> <li>REVI feedback on parking incorporated into CCSE's regional readiness assessment (DOE project), Nov-Dec. 2012.</li> <li>City of San Diego Technical Policy on addressing accessibility to EV charging stations presented/ distributed at May 2012 REVI.</li> <li>Comments submitted to OPR on behalf of REVI 6/6/13 in response to draft EV charging station accessibility guidance.</li> </ul>	<ul style="list-style-type: none"> <li>In the Readiness Plan, REVI will document the progress made in addressing accessibility, and describe the barriers and gaps encountered during the EV Project and other local installations that require coordination at the state level.</li> </ul>
<p><b>4. Training and Education for Municipal Staff and Electrical Contractors</b> Lack of knowledge about PEVs and EVSE</p>	<ul style="list-style-type: none"> <li>Training provided for municipal staff on PEV infrastructure on 1/29/13 at SDG&amp;E EIC.</li> <li>REVI feedback on training incorporated into CCSE's regional readiness assessment (DOE project), Nov-Dec. 2012.</li> <li>Greg Newhouse (Miramar College ATTE) administered EV and AFV training for SANDAG's Freeway Service Patrol (tow-truck drivers) and CHP 6/8/13.</li> <li>The California Manual on Uniform Traffic Control Devices released a policy directive on 3/14/13 including zero emission vehicle signs and markings for consistent statewide use.</li> <li>REVI approved the fact sheet at the 7/18/13 meeting.</li> </ul>	<ul style="list-style-type: none"> <li>Use California PEV Collaborative's Toolkit to further address this item.</li> <li>The information included in the approved fact sheet will inform the Readiness Plan.</li> </ul>
<p><b>5. Lack of Public Knowledge of PEV and EVSE</b> Municipal outreach to Local Residents and Businesses</p>	<ul style="list-style-type: none"> <li>Discussed locally at PEV Workshop at CCSE on 6/14/12.</li> <li>CVRP PEV owner survey conducted. Results at 9/20/12 REVI.</li> <li>REVI feedback on public outreach incorporated into CCSE's regional readiness assessment (DOE project).</li> <li>REVI approved the fact sheet at the 7/18/13 meeting.</li> </ul>	<ul style="list-style-type: none"> <li>The information included in the approved fact will inform the Readiness Plan.</li> </ul>

Barrier	Progress on Solutions – Preparation of Guidance Materials	Action Items
<p><b>6. EVSE at Multi Unit Dwellings</b> Consumer lack of knowledge regarding EVSE installation in these buildings. Need to educate and work with HOAs to identify and find solutions to unique building challenges.</p>	<p><i>Region is recognized leader on this issue.</i></p> <ul style="list-style-type: none"> <li>• SDG&amp;E published case study in March 2013.</li> <li>• REVI topic at April, May and June 2013 meetings.</li> <li>• SDG&amp;E published fact sheet on EVSE install process for MUDs.</li> <li>• SDG&amp;E holds quarterly MUD workshops at EIC.</li> <li>• REVI approved the MUD fact sheet at the 8/15/13 meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• Showcase SDG&amp;E MUD activities and barrier busting in Readiness Plan.</li> <li>• Develop complementary materials (if needed) for MUD owners/ occupants that fill information gaps in what SDG&amp;E can provide under CPUC rules.</li> <li>• The information included in the presented documents will inform the Readiness Plan.</li> </ul>
<p><b>7. Regional Planning for Public EVSE Siting</b> Regional land use and transportation plans served as a basis to identify optimal public EVSE sites. In rollout of EV Project, experience was different from planning. Alternate approaches have been taken to increase public EVSE hosts and sites.</p>	<p><i>Region is recognized innovator on this issue.</i></p> <ul style="list-style-type: none"> <li>• REVI topic at 3/21/13 meeting.</li> <li>• REVI accepted CCSE fact sheet on value proposition to host EVSE at the 3/21/13 meeting.</li> <li>• REVI accepted the SANDAG public agency guidelines for including EVSE in new construction at the 5/16/13 meeting.</li> <li>• REVI approved the fact sheet at the 8/15/13 meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• SANDAG preparing maps of optimal Level 2 and DCFC EVSE sites for each local jurisdiction.</li> <li>• CCSE to release full report on same topic.</li> <li>• The information included in the approved documents will inform the Readiness Plan.</li> </ul>
<p><b>8. On Peak Charging – TOU Utility Rates</b> A. Need to discourage charging when electricity supplies are in high demand and cost more. Support of time of use (TOU) pricing. B. High demand charges that impact EVSE host utility bills. Expensive metering options to access TOU rates.</p>	<p><i>Region is recognized leader on TOU PEV rates.</i></p> <ul style="list-style-type: none"> <li>• Local standout area for solution/ use of TOU rates that encourage off-peak charging. SDG&amp;E holds regular workshops on EVSE hosting and PEV Rates.</li> </ul>	<ul style="list-style-type: none"> <li>• Obtain findings from SDG&amp;E and EV Project to include (and showcase) in Readiness Plan.</li> </ul>
<p><b>9. Public Agency EVSE Installations</b> Contracting issues have stalled many public agencies from taking part in The EV Project. Need to identify common project barriers and find solutions.</p>	<ul style="list-style-type: none"> <li>• RFP template for public agencies (and commercial entities) accepted by REVI at 3/21/13 meeting.</li> <li>• RFP template distributed to REVI stakeholders and uploaded to REVI website at <a href="http://www.energycenter.org/pluginready">www.energycenter.org/pluginready</a>.</li> </ul>	<ul style="list-style-type: none"> <li>• Track progress of agencies/ institutions to site and install EVSE.</li> </ul>
<p><b>10. Commercial and Workplace Charging</b> Lack of understanding regarding benefits and approaches to understanding workplace charging.</p>	<ul style="list-style-type: none"> <li>• REVI topic at 3/21/13 meeting and focus of CCSE analysis of value proposition of hosting EVSE. (see barrier 7)</li> <li>• Ecotality shared initial EV Project findings on public and workplace charging.</li> <li>• REVI approved the fact sheet at 7/18/13 meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• The information included in the approved fact will inform the Readiness Plan.</li> </ul>
<p><b>11. PEVs in Government Fleets</b> Procurement justification needed for local public fleets. Need to describe PEV benefits, including role in reducing municipal GHGs for Climate Action Plans.</p>	<ul style="list-style-type: none"> <li>• CCSE reviewing local government CAPs for policies to support fleet purchases for local governments (spring 2013).</li> <li>• REVI approved the fact sheet at the 8/15/13 meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• The information included in the approved fact will inform the Readiness Plan.</li> </ul>



## **CEC PON-13-603 Alternative Fuel Readiness Plans - Draft Scope of Work**

### **Goals and Objectives**

The goal of the project is to prepare the San Diego region for the increased use of alternative transportation fuels by developing a regionally-accepted, comprehensive strategic alternative fuel readiness plan (Plan) that identifies immediate needs and long-term planning objectives and to disseminate the Plan through the creation of sector-specific toolkits.

#### Objectives:

- Create a forum to gain input from stakeholders and allow for peer-to-peer exchange of ideas
- Assess the current state of alternative fuels in the region with regard to available funding and incentives, policies and training programs, and data on fuel use
- Identify alternative fuel training, infrastructure, policy, and funding gaps
- Address the identified needs and challenges through the Plan
- Create sector-specific toolkits that help to implement the key outcomes and recommendations of the Plan

### **TASK 1 – ADMINISTRATION**

CEC Requirements

### **TASK 2 – FACILITATE ALTERNATIVE FUEL WORKING GROUP**

The goal of this task is to form an alternative fuel working group with representatives from local governments, regional agencies, fuel providers, vehicle dealers, fleet operators, community colleges, workforce, universities, etc.

The Working Group will comprise of smaller sector-specific subcommittees to address more detailed and focused needs and activities. The Working Group will meet periodically and receive presentations from the subcommittees and inform the development of the Alternative Fuel Readiness Assessment, Plan and Toolkits.

#### Deliverables:

- I. Working Group Membership List
- II. Agendas
- III. Schedule of meetings and topics to cover

### **TASK 3 – CONDUCT ALTERNATIVE FUEL READINESS ASSESSMENT**

The goal of this task is to conduct an Alternative Fuel Readiness Assessment to inform the development of the Regional Alternative Fuel Readiness Plan. The assessment will:

- Survey fleet owners/operators, local government staff, alternative fuel wholesalers/retailers, first-responders, and others
- Review existing policies, training programs, and outreach activities/events
- Identify existing and potential rebates and incentives
- Collect data on alternative fuels in the San Diego region

- Leverage existing plans, efforts, and data sources

This task includes completion of an alternative fuels survey and development of the alternative fuels existing conditions report for the San Diego region. The Assessment is intended to synthesize the survey and report and identify alternative fuel training, infrastructure, policy, and funding gaps, which will inform components of the Readiness Plan.

Deliverables:

- I. Alternative Fuels Survey
- II. Existing Conditions Report
- III. Alternative Fuels Assessment

#### **TASK 4 – DEVELOP SECTOR-SPECIFIC ALTERNATIVE FUEL TOOLKITS**

The goal of this task is to provide resources, in the way of toolkits, to key sectors that play a role in alternative fuel readiness for the San Diego region. The toolkits will provide customized information on incentives available, best practices, training, and outreach materials for each of the following sectors:

- Local Government
- Fleet owners/operators
- Fuel Providers/Retailers
- Vehicle Dealers
- General Public

Toolkits may include fact sheets, training materials, outreach support, peer-to-peer network, and other resources. The toolkits will be disseminated through outreach activities, events, and workshops.

Deliverables:

- I. Sector-specific alternative fuel toolkits

#### **TASK 5 – CREATE ALTERNATIVE FUEL READINESS PLAN**

The goal of this task is to develop an Alternative Fuel Readiness Plan for the San Diego region. The Plan will include a discussion of past efforts in the San Diego Region, capture the existing conditions and current activities surrounding alternative fuel deployment, and describe opportunities to continue into the future and additional challenges that need to be addressed.

The Alternative Fuel Working Group will provide guidance on the development of the Plan. In addition, a public workshop will be held to allow for public input on the plan.

The Final Alternative Fuel Readiness Plan will be presented for acceptance by SANDAG Board of Directors.

Deliverables:

- I. Plan Outline
- II. Draft Plan
- III. Public Workshop
- IV. Final Plan