

Per California Code of Regulations, title 2, section 548.5, the following information will be posted to CalHR's Career Executive Assignment Action Proposals website for 30 calendar days when departments propose new CEA concepts or major revisions to existing CEA concepts. Presence of the department-submitted CEA Action Proposal information on CalHR's website does not indicate CalHR support for the proposal.

A. GENERAL INFORMATION

1. Date

9/19/18

2. Department

California Public Utilities Commission

3. Organizational Placement (Division/Branch/Office Name)

Executive

4. CEA Position Title

Deputy Executive Director for Leg Affairs and News and Outreach

5. Summary of proposed position description and how it relates to the program's mission or purpose. (2-3 sentences)

CPUC's ability to provide outreach and respond to the public, legislature, stakeholders and staff is critical. These two groups must be able to take all technical information and make it readable and understandable to anyone reviewing to get a better understanding of what the CPUC is responsible for, but to also respond to questions and issues that arise daily.

6. Reports to: (Class Title/Level)

Executive Director

7. Relationship with Department Director (Select one)

- Member of department's Executive Management Team, and has frequent contact with director on a wide range of department-wide issues.
- Not a member of department's Executive Management Team but has frequent contact with the Executive Management Team on policy issues.

(Explain):

8. Organizational Level (Select one)

- 1st
- 2nd
- 3rd
- 4th
- 5th (mega departments only - 17,001+ allocated positions)

B. SUMMARY OF REQUEST

9. What are the duties and responsibilities of the CEA position? Be specific and provide examples.

This position will be the sole policy maker and responsible for all policy creation, administration, and oversight as it pertains to the News and Outreach Office, and Office of Governmental Affairs. This includes collaborating with internal and external stakeholders including but not limited to utility providers, other state agencies, Governor's Office, legislative leaders, Commissioners, local governments and members of the public. This position will oversee one CEA and one Exempt position and ensure the day to day operations and initiatives align with the Executive Director and five-member commission. This includes oversight of budget and spending, complying with and pushing down organizational and managerial best practices, and providing responsive and transparent reporting.

The News and Outreach Office engages and informs stakeholders about the CPUC's decisions, programs, and initiatives. The office's work includes media relations; outreach to local government, community-based organizations, and other stakeholders. This Office also has a public advisor who works with Environmental Justice Communities, Disadvantage Communities, small business and bilingual programs. This Office must work closely with the Executive Director, Commissioners and Governor's Office due to the sensitive materials that are disseminated.

The Office of Governmental Affairs is another very sensitive office. This office represents the CPUC in the California legislature as well as working with the Governor's office to respond to inquiries and participate in legislative hearings. This office works closely with Senate and Assembly staff and members in reviewing bills, responding to inquiries and ensuring information is shared appropriately and timely.

B. SUMMARY OF REQUEST (continued)

10. How critical is the program's mission or purpose to the department's mission as a whole? Include a description of the degree to which the program is critical to the department's mission.

- Program is directly related to department's primary mission and is critical to achieving the department's goals.
- Program is indirectly related to department's primary mission.
- Program plays a supporting role in achieving department's mission (i.e., budget, personnel, other admin functions).

Description: This position is critical because it orchestrates the communication, outreach and legislative oversight for the CPUC. These two offices represent the face of the CPUC and oversees all out-facing items and correspondence with the public, legislature, Governor's Office, and local governments.

In 2017 the CPUC News and Outreach Office held 31 public participation hearings, 172 workshops assisted 14,012 consumers and reviewed 224 utility customer notices. The staff must be diverse and be able to handle questions about all sectors in the utility and transportation sectors.

The Office of Governmental Affairs reviewed hundreds of bills related to utilities (gas, electric, water and communication) and transportation. For example, AB 746 requires community water systems that serve a local educational agency with a building constructed before January 1, 2010, to test for lead in the potable water system of the school-site. The CPUC's jurisdictional water utilities received requests for lead testing from over 400 schools. SB 92, passed in 2017, created the Solar Multifamily Affordable Homes program, which the CPUC will implement.

B. SUMMARY OF REQUEST (continued)

11. Describe what has changed that makes this request necessary. Explain how the change justifies the current request. Be specific and provide examples.

This position currently does not exist. This position will serve as the policy decision maker for the News and Outreach Office and the Office of Governmental Affairs. It will coordinate within the two Offices and across the organization, and directly supports the Executive Director's realignment and objective to reduce the number of direct reports and instill consistency across the CPUC.

These two divisions can be very controversial because they represent CPUC to all outside entities. They discuss internal policies very carefully in both writing and in presentations to the legislature, control agencies and Governor's Office. This position must ensure there is strong collaboration with all interested parties to ensure transparency and consistency in all communications.

These two offices also work closely with the Commissioner's Offices, the Legal Office and the Divisions who are implementing and enforcing the programs. An example of this communication is the California fires and their ignition sources, which Cal Fire has determined to be in many cases utilities. The legislature and Governor's Office are currently proposing controversial legislation (SB 901) and policies moving forward that will once again add to the responsibility of the CPUC and require even more outreach, public hearings, workshops and meetings so the public understand the impact of these decisions.

C. ROLE IN POLICY INFLUENCE

12. Provide 3-5 specific examples of policy areas over which the CEA position will be the principle policy maker. Each example should cite a policy that would have an identifiable impact. Include a description of the statewide impact of the assigned program.

This position will work closely with the Executive Director, Commission President, and Governor's Office in determining the level of communication on major issues impacting California. For example, when the Aliso Canyon gas leak occurred there were three agencies (Department of Conservation, Air Resources Board and CPUC) involved with the containment and monitoring of the leak and the communication to the public and especially the citizens living around the leaking wells. CPUC took the lead as requested by the Governor's Office and met weekly with the Governor's Office, utilities and other agencies on progress, status, etc. The Aliso Canyon gas leak has also led to several legislative bills to close the well entirely (the largest well in California that serves a major population in Southern California). This continues to be controversial due to the expansion in building in Southern California (with homes using gas) and the optics and communication needed to ensure the public understands what is occurring. Other legislative bills have been drafted to decrease natural gas consumption as well as require the utilities to have better safety protocols in place to prevent future leaks of the magnitude experienced with Aliso Canyon. The California fires is another example of Communications and Legislation coming together. The fire season has expanded in California due to unprecedented weather. Heavier rain, stronger winds and unpredictable weather patterns have altered seasonal trends. The fires are one result of this, which has required more diligent communications and drafted legislation to combat future disasters and to be as transparent as possible to the public on what decisions are being made and why. This Deputy must be able to understand the magnitude of these issues and have the ability to communicate to the public and the legislature on what is occurring, but to also work on policies to prepare California for the future.

C. ROLE IN POLICY INFLUENCE (continued)

13. What is the CEA position's scope and nature of decision-making authority?

This position will serve as only second to the Executive Director to oversee all managerial responsibilities related to the hiring and evaluation of staff and the programs to ensure all policies are administered, amended, and drafted to support the Executive Director.

Given the policies raised in number 26, this position must also have the ability to think quickly and respond effectively to emergency situations. The CPUC is often called out to major incidents where utilities are the cause of a catastrophic event (San Bruno, Aliso Canyon, California Fires, Bart fatality, train derailments, etc.). This position must be able to ensure the public that the CPUC is doing all it can to ensure these events do not repeat themselves.

14. Will the CEA position be developing and implementing new policy, or interpreting and implementing existing policy? How?

This position will develop all policies related to communication, EJ, outreach, and essentially guide bills (with program and commissioner input) through the process. And as noted earlier the issues are sensitive because there will always be groups who do not agree. Having the ability to navigate through this maze and communicate to the public and via bills through the legislature is critical. Policies on electrical infrastructure (to support the electric vehicle expansion on California roads), Rail Crossing being more visible to the public, Solar on homes, etc. are all additional policies that have been developed through CPUC proceedings or legislation requiring effective and transparent communication.