

ELECTRIC VEHICLE AD HOC COMMITTEE
Summary Minutes
Monday, Aug. 9, 2021

Virtual Meeting – Via WebEx

Ad Hoc Committee Members Present

Councilwoman Yassamin Ansari - Chair
Autumn Johnson
Caryn Potter
Catherine O'Brien
Clark Miller
Columba Sainz
Court Rich
Delbert Hawk
Katherine Stainken
Kathy Knoop
Lisa Perez
Omar Gonzalez
Vianey Olivarria

Ad Hoc Committee Members Absent

Tim Sprague

City Staff Present

Karen Apple	Denise Archibald	David Benton
Mark Hartman	Aaron Kane	Willa Altman-Kaough
Sina Matthes	Tammy Nguyen	Karen Peters
Larry Smallwood		

1. Call to Order/Roll Call

Councilwoman Ansari called the meeting to order at 10:04 a.m. and Deputy City Manager Karen Peters performed the roll call. Councilwoman Ansari discussed the purpose of the Electric Vehicle Ad Hoc Committee (Committee).

2. Introduction of Ad Hoc Committee Members

Councilwoman Ansari provided an introduction to the Ad Hoc Committee members as a group and turned to them individually to allow time for all present Committee Members to introduce themselves to one another and the public. Councilwoman Ansari then allowed all present City staff to provide introductions.

3. Ethics Training

David Benton, Chief Counsel for the Law Department, provided City of Phoenix Ethics and Gift Policy Training to Committee Members and was available for questions.

4. Open Meeting Law Training

Denise Archibald, the City Clerk, provided Open Meeting Law Training to members of the Ad Hoc. The City Clerk stated the business of the public should be conducted in public and covered topics that included the purpose of: Open Meeting Law; posting of notices of public meetings; protocols; and communication guidelines for Committee Members. She also highlighted additional resources, which included Arizona Revised Statutes – Title 38 and the Arizona Open Meeting Law Handbook.

The City Clerk allowed for questions and responded to inquiries from Committee Members.

Deputy City Manager Karen Peters stated meeting minutes would be available through the City of Phoenix's Public Records page once they are approved by the Committee and noted recordings would be used for the purposes of compiling the meeting minutes.

5. Overview of Ad Hoc Committee Charge and Goals

Councilwoman Ansari provided background on the formation of the Committee and stated her goal was to formulate an Electric Vehicle (EV) strategy that would result in smart, equitable and affordable adoption of EVs for Phoenix residents.

Councilwoman Ansari also provided an overview of the Committee's Charges and Goals, which included providing a list of recommendations and development of an EV Roadmap to be completed by Spring 2022.

6. Formation of Subcommittees

Councilwoman Ansari provided a recommendation to establish subcommittees to act as working groups for the discussion of EV strategies and approaches that would report to the full Committee with a list recommendations. Her recommendation broke the subcommittees down into the following three topic areas:

- City Fleet and Charging Infrastructure;
- Public, Workplace and Home Charging Infrastructure; and
- Education, Outreach and Equity.

Councilwoman Ansari stated the intention was for subcommittees to meet monthly and requested input on the recommended structure.

Committee Members Rich and Potter requested clarification regarding differences between subcommittees and the interaction between the Committee and subcommittees.

Councilwoman Ansari stated the City Fleet and Charging Infrastructure Subcommittee would focus on internal City fleet and charging infrastructure while the Public, Workplace and Home Charging Infrastructure Subcommittee would focus on the broader external public EV charging infrastructure needs. She then added, the Committee and each Subcommittee would meet, individually, once a month to meet

the ambitious timeline necessary to have an EV Roadmap completed by Spring 2022. She also noted all three subcommittees would meet, prior to the next meeting of the Committee, in order to develop recommendations for next steps, which would be reported back to all of the Committee members.

Committee Member Knoop asked whether consultant assistance would be provided or existing information would be used to make EV forecasts or inform recommendations.

Deputy City Manager Peters stated information would be presented by staff at subcommittees but there were not plans nor was funding allocated to hire a consultant so the Committee would rely primarily on existing EV data and information.

Committee Member Miller how the rapidly changing EV targets by original equipment manufacturers would impact the larger strategy of the Committee.

Councilwoman Ansari stated an overall strategy and guidance could be discussed to account for the EV sales, markets forecasts and federal EV funding initiatives.

Mark Hartman, Chief Sustainability Officer, stated the EV Roadmap could have placeholders and adjust as more information became available. He also stated the Committee could assist in guidance the subcommittees on what information would be needed to develop the EV Roadmap.

Committee Member Miller requested an update on the EV goals of the major auto manufacturers and federal administration.

Mr. Hartman responded several EV Roadmaps were available to assist in developing the City's EV Roadmap.

Councilwoman Ansari requested each meeting start with an initial recap of EV news and updates.

Committee Member Potter asked to have the City's current EV infrastructure locations identified for Committee input on EV siting structure.

Mr. Hartman stated a recommendation of the subcommittee could be to hire a consultant to prepare a siting study based upon criteria established by the Committee.

Councilwoman Ansari stated that the goal of the Committee was to have a list of recommendations in January to submit for the City's budget cycle. She then requested Committee members select, rank and then email which subcommittees they would prefer to participate in to Larry Smallwood or Aaron Kane by Friday,

Aug. 13, 2021. She also noted members could participate in multiple Subcommittees.

Committee Member Olivarria requested that equity principles be included in all subcommittees' decision making and recommendations.

Councilwoman Ansari stated an equity focus would be included in all subcommittees to address affordability and other equity concerns in making recommendations.

Committee Member Miller requested additional information on where vehicles were located during daytime hours or for significant periods of time across the City of Phoenix to assist in management of the grid.

Mr. Hartman stated that data was not currently available and the City should encourage daytime EV charging to make use of the surplus of available energy resources during off-peak periods.

Deputy City Manager Peters clarified the City did know where City fleet vehicles were during daytime and nighttime hours through various mechanisms but noted many vehicles did not have regular cycles or patterns that could be considered for specific charging locations during the hours of their use, which was primarily during the daytime.

7. Establishment of Recurring Meeting Dates

Councilwoman Ansari opened discussion on the establishment of a recurring date and time to conduct the Committee meetings.

The Committee discussed and recommended EV Ad Hoc Committee meetings occur on the 1st Friday of every month at 10:00 a.m.

8. Public Comment

Councilwoman Ansari asked if any members of the public had registered to speak. No members of the public registered to speak for public comment.

9. Adjournment

Councilwoman Ansari adjourned the meeting at 11:41 a.m.