



South Coast Air Quality Management District

21865 Copley Drive, Diamond Bar, CA 91765-4178
(909) 396-2000 • www.aqmd.gov

HYBRID ADMINISTRATIVE COMMITTEE MEETING

Committee Members

Chair Vanessa Delgado, Committee Chair
Vice Chair Michael Cacciotti, Committee Vice Chair
Board Member Gideon Kracov
Mayor Pro Tem Larry McCallon
Supervisor V. Manuel Perez

December 13, 2024 ♦ 10:00 a.m.

TELECONFERENCE LOCATIONS

Office of Supervisor V. Manuel Perez
78015 Main Street, Ste. 205
La Quinta, CA 92253

A meeting of the South Coast Air Quality Management District Administrative Committee will be held at 10:00 a.m. on Friday, December 13, 2024 through a hybrid format of in-person attendance in the Dr. William A. Burke Auditorium at the South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, and remote attendance via videoconferencing and by telephone. Please follow the instructions below to join the meeting remotely.

Please refer to South Coast AQMD's website for information regarding the format of the meeting, updates if the meeting is changed to a full remote via webcast format, and details on how to participate:

<http://www.aqmd.gov/home/news-events/meeting-agendas-minutes>

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION AT BOTTOM OF AGENDA

Join Zoom Webinar Meeting - from PC or Laptop

<https://scaqmd.zoom.us/j/93760468442>

Zoom Webinar ID: 937 6046 8442 (applies to all)

Teleconference Dial In

+1 669 900 6833

One tap mobile

+16699006833,93760468442#

Audience will be able to provide public comment through telephone or Zoom connection during public comment periods.

PUBLIC COMMENT WILL STILL BE TAKEN

AGENDA

Members of the public may address this body concerning any agenda item before or during consideration of that item (Gov't. Code Section 54954.3(a)). If you wish to speak, raise your hand on Zoom or press Star 9 if participating by telephone. All agendas for regular meetings are posted at South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, at least 72 hours in advance of the regular meeting. Speakers may be limited to three (3) minutes total for all items on the agenda.

CALL TO ORDER

- Roll Call

DISCUSSION ITEMS – Items 1 through 9:

1. Board Members' Concerns (***No Motion Required***) Chair Vanessa Delgado
Any member of the Governing Board, on their own initiative may raise a concern to the Administrative Committee regarding any South Coast AQMD items or activities.
2. Chair's Report of Approved Travel (***No Motion Required***) Chair Delgado
3. Report of Approved Out-of-Country Travel (***No Motion Required***) Wayne Nastri
Executive Officer
4. Review January 10, 2025 Governing Board Agenda Wayne Nastri pgs. 7-18
5. Approval of Compensation for Board Member Assistant(s)/ Consultant(s) (Any material, if submitted, will be distributed at the meeting.) (***Motion Requested if Proposal Made***) Chair Delgado pgs. 19-25
6. Update on South Coast AQMD Diversity, Equity and Inclusion Efforts (***No Motion Required***) Cessa Heard-Johnson, PhD
Diversity, Equity and
Inclusion Officer pgs. 26-34
Staff will provide an update on current and future efforts for our internal processes and programs.
7. Report of RFQs/RFPs Scheduled for Release in January (***No Motion Required***) Sujata Jain pgs. 35-37
Chief Financial Officer
This report summarizes the RFQs/RFPs for budgeted services over \$100,000 scheduled to be released for advertisement for the month of January.
8. Status Report on Major Ongoing and Upcoming Projects for Information Management (***No Motion Required***) Ron Moskowitz pgs. 38-44
Chief Information Officer,
Information Management
Information Management is responsible for data systems management services in support of all South Coast AQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects.
9. Receive and File Annual Report on South Coast AQMD's Deferred Compensation Plans (***No Motion Required***) John Olvera pgs. 45-78
Deputy Executive Officer
Administrative & Human
Resources
South Coast AQMD sponsors IRS-approved 457(b), 401(a) and Omnibus Budget Reconciliation Act of 1990 Deferred Compensation

Plans for its employees. This action is to receive and file the Deferred Compensation Plan Annual Report for Plan Year Ending June 2024 to address the Board's responsibility for monitoring the activities of the Deferred Compensation Plan Committee and ensuring the Committee carries out its fiduciary duties and responsibilities under the Committee Charter.

ACTION ITEMS – Items 10 through 16:

10. Establish Rule 2305 Penalty Special Revenue Fund
(Motion Requested)
Assembly Bill 98, approved by the Governor on September 29, 2024, requires South Coast AQMD to receive community input on how penalties assessed and collected for violations of the Warehouse Indirect Source Rule (Rule 2305) are spent. This action will establish a special revenue fund to hold penalty funds from Rule 2305 violations received on or after January 1, 2025, including interest earnings from these penalties.
 11. Adopt Resolution per AB 2522 (Carillo) to Increase Governing Board Member Compensation, Appropriate Funds from Undesignated Fund Balance, and Transfer funds Between Major Objects ***(Motion Requested)***
AB 2522 (Carillo) sponsored by South Coast AQMD was chaptered into state law to increase local air district board per diem and to provide an annual increase effective on January 1, 2026. This action is to adopt a resolution per AB 2522 (Carillo) to increase Governing Board Member compensation from \$100 to up to \$200 for each day, or portion thereof, but not to exceed \$2,000 per month for specified business on behalf of South Coast AQMD. Appropriate \$78,000 from Undesignated (Unassigned) Fund Balance for the increase in Governing Board Member compensation. Also, transfer \$87,173 between Major Objects in the Governing Board FY 2024-25 Budget to realign expenditures for San Bernardino County Board Consultants/Assistants contracts.
 12. Establish List of Prequalified Counsel to Represent and Advise South Coast AQMD on Legal Matters Related to Environmental Law and General Governmental Matters ***(Motion Requested)***
On June 7, 2024 the Board approved issuance of an RFP to pre-qualify outside counsel having expertise in the California Environmental Quality Act, South Coast AQMD rulemaking and planning procedures, administrative law, general governmental law, and related issues for the South Coast AQMD. The evaluation of responding firms has been completed. This action is to establish a list of prequalified counsel to represent South Coast AQMD in environmental law matters and general governmental matters.
 13. Execute Contract for Biennial Audit of Motor Vehicle Registration Revenues for FYs 2021-22 and 2022-23 ***(Motion Requested)***
Health and Safety Code Section 44244.1 requires any agency
- Ian MacMillan pgs. 79-80
Assistant Deputy Executive Officer
Planning, Rule Development & Area Sources
- Lisa Tanaka pgs. 81-91
Deputy Executive Officer
Legislative, Public Affairs & Media
- Bayron T. Gilchrist
General Counsel pgs. 92-95
- Sujata Jain pgs. 96-98

receiving fee revenues pursuant to Section 44243 or 44244 to be subject to an audit of each program or project funded at least once every two years. On October 4, 2024, the Board approved the release of an RFP to select an auditor to perform the biennial audit for FYs 2021-22 and 2022-23. This action is to award a contract to Simpson & Simpson, Certified Public Accountants.

14. Recognize Revenue, Appropriate Funds, Issue Solicitations and Purchase Orders for Air Monitoring Equipment and Execute Contract (**Motion Requested**)
South Coast AQMD previously received a Federal grant award from U.S. EPA under the American Rescue Plan and is expected to receive funds under the Inflation Reduction Act. This action is to recognize up to \$1,245,708 and appropriate these funds into the Monitoring and Analysis FY 2024-25, FY 2025-26 and/or FYs 2024-29 Budgets, issue solicitations and purchase orders for air monitoring equipment, issue an RFP in an amount up to \$600,000, and execute a contract for the development of an Air Monitoring Equipment Testing and Education Center in Diamond Bar.
- Jason Low, PhD pgs. 99-106
Deputy Executive Officer
Monitoring & Analysis
15. Amend Contract for Janitorial Services at Diamond Bar Headquarters (**Motion Requested**)
In February 2022, the Board approved the execution of a 34-month contract for janitorial services with Santa Fe Janitorial Maintenance Services, Inc., with authority to extend the contract for two additional years. The contract is scheduled to expire on February 28, 2025. This action is to amend the contract to continue services through December 31, 2026, for a total amount not to exceed \$1,187,973. Funding has been included in the FY 2024-25 Budget and will be requested in successive fiscal years.
- John Olvera pgs. 107-108
16. Amend FY 24-25 Budget by Adding and Deleting Positions Throughout the Agency to Address Operational Needs, Adopt a New Class Specification, Amend an Existing Class Specification and Appropriate Funds from Undesignated (Unassigned) Fund Balance (**Motion Requested**)
This item is to amend the FY 2024-25 Budget to add and delete positions throughout the agency to address operational needs. This item is also to adopt a new Budget and Grants Manager class specification and to revise the existing Public Affairs Manager class specification. This action will result in an increased annual cost of \$2,200,425. Funding of \$733,475 for FY 2024-25 is available in the General Fund Undesignated (Unassigned) Fund Balance and will be requested in future budgets. Partial funding will be provided through administrative cost recovery for implementing State and federal grant programs.
- John Olvera pgs. 109-124

WRITTEN REPORTS:

17. Local Government & Small Business Assistance Advisory Group Minutes for the June 14, 2024 Meeting (**No Motion Required**)
- Lisa Tanaka pgs. 125-131

Attached for information only are the Local Government & Small Business Assistance Advisory Group minutes for the June 14, 2024 meeting.

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| 18. | Local Government & Small Business Assistance Advisory Group Minutes for the August 9, 2024 Meeting (No Motion Required)
<i>Attached for information only are the Local Government & Small Business Assistance Advisory Group minutes for the August 9, 2024 meeting.</i> | Lisa Tanaka | pgs. 132-135 |
| 19. | Environmental Justice Advisory Group Minutes for the February 23, 2024 Meeting (No Motion Required)
<i>Attached for information only are the Environmental Justice Advisory Group minutes for the February 23, 2024 meeting.</i> | Lisa Tanaka | pgs. 136-139 |
| 20. | Environmental Justice Advisory Group Minutes for the May 24, 2024 Meeting (No Motion Required)
<i>Attached for information only are the Environmental Justice Advisory Group minutes for the May 24, 2024 meeting.</i> | Lisa Tanaka | pgs. 140-143 |
| 21. | Environmental Justice Advisory Group Minutes for the August 30, 2024 Meeting (No Motion Required)
<i>Attached for information only are the Environmental Justice Advisory Group minutes for the August 30, 2024 meeting.</i> | Lisa Tanaka | pgs. 144-147 |

OTHER MATTERS:

- | | | |
|-----|--|---------------|
| 22. | Other Business
<i>Any member of the Committee, or its staff, on his or her own initiative or in response to questions posed by the public, may ask a question for clarification, may make a brief announcement or report on his or her own activities, provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter, or may take action to direct staff to place a matter of business on a future agenda. (Govt Code Section 54954.2)</i> | Chair Delgado |
| 23. | Public Comment
<i>At the end of the regular meeting agenda, an opportunity is provided for the public to speak on any subject within the Committee's authority that is not on the agenda. Speakers may be limited to three (3) minutes total.</i> | |
| 24. | Next Meeting Date: Friday, January 17, 2025 at 10:00 a.m. | |

ADJOURNMENT

Americans with Disabilities Act and Language Accessibility

Disabilities and language-related accommodations can be requested to allow participation in the Administrative Committee meeting. The agenda will be made available, upon request, in appropriate alternative formats to assist persons with a disability (Gov't Code Section 54954.2(a)). In addition, other documents may be requested in alternative formats and

languages. Any disability or language- related accommodation must be requested as soon as practicable. Requests will be accommodated unless providing the accommodation would result in a fundamental alteration or undue burden to the South Coast AQMD. Please contact Cindy Bustillos at (909) 396-2377 from 7:00 a.m. to 5:30 p.m., Tuesday through Friday, or send the request to cbustillos@aqmd.gov.

Document Availability

All documents (i) constituting non-exempt public records, (ii) relating to an item on an agenda for a regular meeting, and (iii) having been distributed to at least a majority of the Committee after the agenda is posted, are available by contacting Cindy Bustillos at (909) 396-2377, or send the request to cbustillos@aqmd.gov.

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION

Instructions for Participating in a Virtual Meeting as an Attendee

As an attendee, you will have the opportunity to virtually raise your hand and provide public comment. Before joining the call, please silence your other communication devices such as your cell or desk phone. This will prevent any feedback or interruptions during the meeting.

Please note: During the meeting, all participants will be placed on Mute by the host. You will not be able to mute or unmute your lines manually. After each agenda item, the Chair will announce public comment. A countdown timer will be displayed on the screen for each public comment. If interpretation is needed, more time will be allotted.

Once you raise your hand to provide public comment, your name will be added to the speaker list. Your name will be called when it is your turn to comment. The host will then unmute your line.

Directions for Video ZOOM on a DESKTOP/LAPTOP:

- If you would like to make a public comment, please click on the **“Raise Hand”** button on the bottom of the screen. This will signal to the host that you would like to provide a public comment and you will be added to the list.

Directions for Video Zoom on a SMARTPHONE:

- If you would like to make a public comment, please click on the **“Raise Hand”** button on the bottom of your screen. This will signal to the host that you would like to provide a public comment and you will be added to the list.

Directions for TELEPHONE line only:

- If you would like to make public comment, please **dial *9** on your keypad to signal that you would like to comment.

12/06/24 –6:00 p.m.

D R A F T A G E N D A**HYBRID GOVERNING BOARD MEETING
JANUARY 10, 2025**

A meeting of the South Coast Air Quality Management District Board will be held at 9:00 a.m. on Friday, January 10, 2025 through a hybrid format of in-person attendance in the Dr. William A. Burke Auditorium at the South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, and/or virtual attendance via videoconferencing and by telephone. Please follow the instructions below to join the meeting remotely.

Please refer to South Coast AQMD's website for information regarding the format of the meeting, updates, and details on how to participate at: <http://www.aqmd.gov/home/news-events/meeting-agendas-minutes>.

<p>Electronic Participation Information (Instructions provided at the bottom of the agenda)</p>	<p>Join Zoom Meeting - from PC, Laptop or Phone https://scaqmd.zoom.us/j/93128605044 Meeting ID: 931 2860 5044 (applies to all) Teleconference Dial In +1 669 900 6833 or +1 253 215 8782 One tap mobile +16699006833,,93128605044# or +12532158782,,93128605044#</p> <p>Spanish Language Only Audience (telephone) Número Telefónico para la Audiencia que Habla Español Teleconference Dial In/Numero para llamar: +1 669 900 6833 Meeting ID/Identificación de la reunión: 932 0955 9643 One tap mobile: +16699006833,,93209559643</p>
<p>Public Comment Will Still Be Taken</p>	<p>Audience will be allowed to provide public comment in person and through Zoom connection or telephone. Comments are limited to three (3) minutes per person for all items on the Consent and Board Calendars and may be further limited by the Chair to ensure all can be heard.</p> <p>Phone controls for participants: The following commands can be used on your phone's dial pad while in meeting: *6 (Toggle mute/unmute); *9 - Raise hand</p>
<p>Questions About an Agenda Item</p>	<ul style="list-style-type: none"> ▪ The name and telephone number of the appropriate staff person to call for additional information or to resolve concerns is listed for each agenda item. ▪ In preparation for the meeting, you are encouraged to obtain whatever clarifying information may be needed to allow the Board to move expeditiously in its deliberations.

Meeting Procedures

- The public meeting of the South Coast AQMD Governing Board begins at 9:00 a.m. The Governing Board generally will consider items in the order listed on the agenda. However, any item may be considered in any order.
- After taking action on any agenda item not requiring a public hearing, the Board may reconsider or amend the item at any time during the meeting.

All documents (i) constituting non-exempt public records, (ii) relating to an item on the agenda, and (iii) having been distributed to at least a majority of the Governing Board after the agenda is posted, are available prior to the meeting for public review at South Coast AQMD's Clerk of the Boards Office, 21865 Copley Drive, Diamond Bar, CA 91765 or web page at www.aqmd.gov

Americans with Disabilities Act and Language Accessibility

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A webcast of the meeting is available for viewing at:
<http://www.aqmd.gov/home/news-events/webcast>

CALL TO ORDER

- Pledge of Allegiance
- Roll Call
- Opening Comments: Vanessa Delgado, Chair
Other Board Members
Wayne Nastri, Executive Officer

Staff/Phone (909) 396-

PUBLIC COMMENT PERIOD – (Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3) The public may comment on any subject within the South Coast AQMD’s authority that does not appear on the agenda, during the Public Comment Period. Each speaker addressing non-agenda items may be limited to a total of (3) minutes.

CONSENT AND BOARD CALENDAR (Items X through XX)

Note: Consent and Board Calendar items held for discussion will be moved to Item No. XX.

Item X – Action Item/No Fiscal Impact*

12610. Approve Minutes of December 6, 2024

Thomas/3268

Items X through XX – Budget/Fiscal Impact

12538. Transfer and Appropriate Funds and Execute Contract for EV Charger Installation Services at South Coast AQMD Headquarters and Recognize Revenue

Katzenstein/2219

In August 2024, the Board approved the release of an RFP to replace the EV charging infrastructure at South Coast AQMD headquarters and a contractor was selected through the process. In October 2024, CALSTART, Inc. (CALSTART) awarded South Coast AQMD \$70,000 under the Communities in Charge grant to replace up to 28 EV chargers at its headquarters. These actions are to: 1) transfer and appropriate \$723,248 from the Clean Fuels Program Fund (31) into Technology Advancement Office’s FY 2024-25 Budget; 2) execute a contract with GreenWealth Energy Solutions, Inc. for EV hardware and software installation at South Coast AQMD headquarters for up to \$723,248 from Technology Advancement Office’s FY 2024-25 Budget; and 3) recognize revenue, upon receipt, up to \$70,000 awarded from CALSTART into the Clean Fuels Program Fund (31). (Reviewed: Technology Committee, December 20, 2024; Recommended for Approval)

* Note: At the November 1, 2024 Board Meeting, a public hearing was set for the February 7, 2025 Board Meeting to Certify the Final Subsequent Environmental Assessment for Proposed Amended Rule 1111– Reduction of NOx Emissions from Natural Gas-Fired Furnaces, and Proposed Amended Rule 1121 – Reduction of NOx Emissions from Small Natural Gas-Fired Water Heaters; and Amend Rule 1111 and Rule 1121.

12539. Execute Subaward Contracts and Issue a Request for Proposal under CPRG INVEST CLEAN Program

Katzenstein/2219

In September 2024, the Board recognized an award of \$499,997,415 from the U.S. EPA Climate Pollution Reduction Grant (CPRG) program to implement the Infrastructure, Vehicles and Equipment Strategy for Climate, Equity, Air Quality and National Competitiveness (INVEST CLEAN) program, which will fund the deployment of charging infrastructure, zero-emission battery electric Class 8 trucks, last mile delivery vehicles, cargo handling equipment, and locomotives. The INVEST CLEAN program also includes workforce training and community benefits programs. These actions are to: 1) execute contracts to conduct workforce development program, implement last miles delivery truck program and validate program's emission reduction performance; 2) issue a Request for Proposal #2024-XX to solicit Third Party Facilitator for community benefit programs; and 3) transfer funds from the U.S. EPA CPRG Special Revenue Fund (90) into Information Management's FY 2024-25 Budget, Services and Supplies and/or Capital Outlays Major Objects for INVEST CLEAN website development and modification to online project applications in an amount not to exceed \$200,000. (Reviewed: Technology Committee, December 20, 2024; Recommended for Approval)

12567. Recognize Funds, Execute or Amend Contracts for Zero-Emission Heavy-Duty Truck Replacement Projects and Reimburse General Fund for Administrative Costs

Katzenstein/2219

In April 2024, South Coast AQMD was selected for an award for \$4,500,000 under the FY23 U.S. EPA Diesel Emissions Reduction Act (DERA) grant to replace up to 22 heavy-duty Class 8 diesel trucks with new zero-emission (ZE) trucks. The formal award was finalized in July 2024. The project will target Class 8 diesel truck fleets that operate around the San Pedro Bay Ports. Also, in September 2020, the Board recognized revenue in the amount of \$5,906,601 from the U.S. EPA FY19 Targeted Airshed Grant (TAG) Program into the Advanced Technology, Outreach, and Education Fund (17) to deploy fuel cell transit buses at Sunline Transit Agency. The board authorization is needed for the reimbursement of administrative costs for the TAG project implementation. These actions are to: 1) recognize \$4,500,000 from EPA DERA into the Clean Fuels Program Fund (31) for the replacement of Class 8 diesel trucks with ZE trucks; 2) execute contracts for ZE truck replacement projects using the project lists from the Carl Moyer Program solicitations; 3) reimburse the General Fund (01) up to \$100,000 from the Clean Fuels Program Fund (31) for administrative costs to implement the DERA projects; and 4) reimburse the General Fund (01) using FY19 TAG funds from the Advanced Technology, Outreach and Education Fund (17) up to \$156,601 for project administrative costs. (Reviewed: Technology Committee, December 20, 2024; Recommended for Approval)

12660. Establish Special Revenue Fund and Recognize Revenue for Implementation of ELECTRIC and CARE4Kids Program and Reimburse General Fund **Katzenstein/2219**
- South Coast AQMD expects to receive an award of \$58,741,154 from U.S. EPA 2024 Clean Heavy-Duty Vehicles (CHDV) Grant Program to implement Empowering Local Environmental Change Through Replacing Internal Combustion with Battery Electric Class 6 or 7 Vehicles (ELECTRIC) and the Clean Air Rides for Kids (CARE4Kids) programs. Up to \$33,898,522 will be used for the ELECTRIC Program to fund the replacement of diesel or gasoline-powered Class 6 and 7 freight delivery vehicles and up to \$24,842,632 will be used for the CARE4Kids Program to fund the replacement of polluting Class 6 or 7 school busses with zero-emission busses. These actions are to: 1) establish Special Revenue Fund (xx); 2) recognize revenue, upon receipt, up to \$33,898,522 from U.S. EPA for the ELECTRIC Program into Fund (xx); 3) recognize revenue, upon receipt, up to \$24,842,632 from U.S. EPA for the CARE4Kids Program into Fund (xx); 4) reimburse General Fund \$6,061,504 from Fund (XX). (Reviewed; Technology Committee, December 20, 2024; Recommended for Approval)
12569. Recognize Revenue, Appropriate Funds, Issue Solicitations and Purchase Orders for Air Monitoring Equipment and Execute Contract **Low/2269**
- South Coast AQMD previously received a Federal grant award from U.S. EPA under the American Rescue Plan and is expected to receive funds under the Inflation Reduction Act. This action is to recognize up to \$1,245,708 and appropriate these funds into the Monitoring and Analysis FY 2024-25, FY 2025-26 and/or FYs 2024-29 Budgets, issue solicitations and purchase orders for air monitoring equipment, issue an RFP in an amount up to \$600,000, and execute a contract for the development of an Air Monitoring Equipment Testing and Education Center in Diamond Bar.(Reviewed: Administrative Committee, December 13, 2024; Recommended for Approval)
12583. Issue RFP for Legislative Representation in Sacramento, California **Tanaka/3327**
- This action calls for the issuance of an RFP for specialized legislative representation and strategic political consulting services for South Coast AQMD in Sacramento for FY 2025-26. The RFP will also indicate that the services contract may be extended for up to two additional one-year terms. Total expenditures for the contract shall not exceed \$180,000 for the initial one-year period. (Reviewed Legislative Committee December 13, 2024; Recommended for Approval)

12531. Adopt Resolution per AB 2522 (Carillo) to Increase Governing Board Member Compensation, Appropriate Funds from Undesignated Fund Balance, and Transfer funds Between Major Objects **Tanaka/3327**
- AB 2522 (Carillo) sponsored by South Coast AQMD was chaptered into state law to increase local air district board per diem and to provide an annual increase effective on January 1, 2026. This action is to adopt a resolution per AB 2522 (Carillo) to increase Governing Board Member compensation from \$100 to up to \$200 for each day, or portion thereof, but not to exceed \$2,000 per month for specified business on behalf of South Coast AQMD. Appropriate \$78,000 from Undesignated (Unassigned) Fund Balance for the increase in Governing Board Member compensation. Also, transfer \$87,173 between Major Objects in the Governing Board FY 2024-25 Budget to realign expenditures for San Bernardino County Board Consultants/Assistants contracts. (Reviewed: Administrative Committee, December 13, 2024; Recommended for Approval)
12624. Establish List of Prequalified Counsel to Represent and Advise South Coast AQMD on Legal Matters Related to Environmental Law and General Governmental Matters **Gilchrist/3459**
- On June 7, 2024 the Board approved issuance of an RFP to pre-qualify outside counsel having expertise in the California Environmental Quality Act, South Coast AQMD rulemaking and planning procedures, administrative law, general governmental law, and related issues for the South Coast AQMD. The evaluation of responding firms has been completed. This action is to establish a list of prequalified counsel to represent South Coast AQMD in environmental law matters and general governmental matters. (Reviewed: Administrative Committee, December 13, 2024; Recommended for Approval)
12609. Establish Rule 2305 Penalty Special Revenue Fund **MacMillan/3244**
- Assembly Bill 98, approved by the Governor on September 29, 2024, requires South Coast AQMD to receive community input on how penalties assessed and collected for violations of the Warehouse Indirect Source Rule (Rule 2305) are spent. This action will establish a special revenue fund to hold penalty funds from Rule 2305 violations received on or after January 1, 2025, including interest earnings from these penalties. (Reviewed: Administrative Committee, December 13, 2024; Recommended for Approval)
12596. Amend Contract for Janitorial Services at Diamond Bar Headquarters **Olvera/2309**
- In February 2022, the Board approved the execution of a 34-month contract for janitorial services with Santa Fe Janitorial Maintenance Services, Inc., with authority to extend the contract for two additional years. The contract is scheduled to expire on February 28, 2025. This action is to amend the contract to continue services through December 31, 2026, for a total amount not to

exceed \$1,187,973. Funding has been included in the FY 2024-25 Budget and will be requested in successive fiscal years. (Reviewed: Administrative Committee, December 13, 2024; Recommended for Approval)

12659. Amend FY 2024-25 Budget by Adding and Deleting Positions Throughout the Agency to Address Operational Needs, Adopt a New Class Specification, Amend an Existing Class Specification and Appropriate Funds from Undesignated (Unassigned) Fund Balance

Olvera/2309

This item is to amend the FY 2024-25 Budget to add and delete positions throughout the agency to address operational needs. This item is also to adopt a new Budget and Grants Manager class specification and to revise the existing Public Affairs Manager class specification. This action will result in an increased annual cost of \$2,200,425. Funding of \$733,475 for FY 2024-25 is available in the General Fund Undesignated (Unassigned) Fund Balance and will be requested in future budgets. Partial funding will be provided through administrative cost recovery for implementing State and federal grant programs. (Reviewed: Administrative Committee, December 13, 2024; Recommended for Approval)

12625. Execute Contract for Biennial Audit of Motor Vehicle Registration Revenues for FYs 2021-22 and 2022-23

Jain/2804

Health and Safety Code Section 44244.1 requires any agency receiving fee revenues pursuant to Section 44243 or 44244 to be subject to an audit of each program or project funded at least once every two years. On October 4, 2024, the Board approved the release of an RFP to select an auditor to perform the biennial audit for FYs 2021-22 and 2022-23. This action is to award a contract to Simpson & Simpson, Certified Public Accountants. (Reviewed: Administrative Committee, December 13, 2024; Recommended for Approval)

Items XX through XX – Information Only/Receive and File

12536. Legislative, Public Affairs and Media Report

Tanaka/3327

This report highlights the November 2024 outreach activities of the Legislative, Public Affairs and Media Office, which includes: Major Events, Community Events/Public Meetings, Environmental Justice Update, Speakers Bureau/Visitor Services, Communications Center, Public Information Center, Business Assistance, Media Relations and Outreach to Business and Federal, State and Local Government. (No Committee Review)

12607. Hearing Board Report

Ali

This reports the actions taken by the Hearing Board during the period of November 1 through November 30, 2024. (No Committee Review)

12585. **Civil Filings and Civil Penalties Report** **Gilchrist/3459**
 This report summarizes monthly penalties and legal actions filed by the General Counsel's Office from November 1, 2024 through November 30, 2024. An Index of South Coast AQMD Rules is attached with the penalty report. (Reviewed: Stationary Source Committee, December 20, 2024)
12604. **Intergovernmental Review of Environmental Documents and CEQA Lead Agency Projects** **Krause /2706**
 This report provides a listing of environmental documents prepared by other public agencies seeking review by South Coast AQMD between November 1, 2024 and November 30, 2024, and proposed projects for which South Coast AQMD is acting as lead agency pursuant to CEQA. (No Committee Review)
12540. **Rule and Control Measure Forecast** **Rees/2856**
 This report highlights South Coast AQMD rulemaking activities and public hearings scheduled for 2025, and provides a summary of implementation of the 2016 and 2022 AQMPs in 2024. (No Committee Review)
12603. **Report of RFQs/RFPs Scheduled for Release in January** **Jain/2804**
 This report summarizes the RFQs/RFPs for budgeted services over \$100,000 scheduled to be released for advertisement for the month of January. (Reviewed: Administrative Committee, December 13, 2024)
12534. **Receive and File Annual Report on South Coast AQMD's Deferred Compensation Plans** **Olvera/2309**
 South Coast AQMD sponsors IRS-approved 457(b), 401(a) and Omnibus Budget Reconciliation Act of 1990 (OBRA) Deferred Compensation Plans for its employees. This action is to receive and file the Deferred Compensation Plan Annual Report for Plan Year Ending June 2024 to address the Board's responsibility for monitoring the activities of the Deferred Compensation Plan Committee and ensuring the Committee carries out its fiduciary duties and responsibilities under the Committee Charter. (Reviewed: Administrative Committee, December 13, 2024)
12568. **Status Report on Major Ongoing and Upcoming Projects for Information Management** **Moskowitz/3329**
 Information Management is responsible for data systems management services in support of all South Coast AQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects. (Reviewed: Administrative Committee, December 13, 2024)

Items XX through XX -- Reports for Committees and CARB

Note: The Mobile Source Committee did not meet in December and the December 19, 2024 MSRC meeting was cancelled. The next regular meeting of the Mobile Source Committee is scheduled for January 24, 2025 and the next regular meeting of the MSRC is scheduled for January 16, 2025.

12623. Administrative Committee (Receive & File)	Chair: Delgado	Nastri/3131
12605. Climate Change Committee (Receive & File)	Chair: Perez	MacMillan/3244
12622. Investment Oversight Committee (Receive & File)	Chair: Cacciotti	Jain/2804
12564. Legislative Committee (Receive & File)	Chair: Cacciotti	Tanaka/3327
12572. Stationary Source Committee (Receive & File)	Chair: McCallon	Aspell/2491
12584. Technology Committee (Receive & File)	Chair: Rodriguez	Katzenstein/2219
12608. California Air Resources Board Monthly Report (Receive & File)	Board Rep.: Kracov	Thomas/3268

XX. Items Deferred from Consent and Board Calendar

STAFF PRESENTATION/BOARD DISCUSSION/RECEIVE & FILE

12655. Select Third Party Contractors to Administer Go Zero Pilot Incentive Program **Krause/2706**

The South Coast AQMD released a request to solicit proposals for third-party contractor(s) to administer five sub-projects of the Go Zero incentive program. Staff from South Coast AQMD and California Air Resources Board evaluated the proposals and is providing recommendations for third-party contractors to implement each sub-project. (Reviewed: Stationary Source Committee, December 20, 2024)

PUBLIC HEARINGS

12570. Determine That Proposed Amended Rule 1179.1 - Emission Reductions from Combustion Equipment at Publicly Owned Treatment Works Facilities, Is Exempt from CEQA; and Amend Rule 1179.1 **Krause/2706**

Rule 1179.1 establishes NOx limits for boilers, turbines, and engines located at publicly owned treatment works. Proposed Amended Rule 1179.1 will correct cross-references in Attachment 1 by harmonizing it with similar references in Attachment 1 of Rule 1110.2 - Emissions from Gaseous- and Liquid-Fueled Engines. This action is to adopt the Resolution: 1) Determining that Proposed Amended Rule 1179.1 – Emission Reductions from Combustion Equipment at Publicly Owned Treatment Works Facilities, is exempt from the requirements of the California Environmental Quality Act; and 2) Amending Rule 1179.1 – Emission Reductions from Combustion Equipment at Publicly Owned Treatment Works Facilities. (No Committee Review)

12571. Determine That Proposed Amended Regulation XXX – Title V Permits Is Exempt from CEQA; and Amend Regulation XXX

Krause/2706

Regulation XXX – Title V Permits establishes provisions for Title V facilities including obtaining a Title V permit and complying with the conditions of the permit. To be consistent with a decision made by the U.S. Supreme Court on U.S. EPA's Greenhouse Gas Tailoring Rule and U.S. EPA's Title V operating permit program regulations, Proposed Amended Regulation XXX will remove the emergency affirmative defense and certain greenhouse gas provisions. This action is to adopt the Resolution: 1) Determining that Proposed Amended Regulation XXX – Title V Permits is exempt from the requirements of the California Environmental Quality Act; and 2) Amending Regulation XXX – Title V Permits. (Reviewed: Stationary Source Committee, November 15, 2024)

BOARD MEMBER TRAVEL – (No Written Material)

Board member travel reports have been filed with the Clerk of the Boards, and copies are available upon request.

CONFLICT OF INTEREST DISCLOSURE – (No Written Material)

CLOSED SESSION -- (No Written Material)

Gilchrist/3459

ADJOURNMENT

PUBLIC COMMENTS

Members of the public are afforded an opportunity to speak on any agenda item before consideration of that item. Persons wishing to speak may do so in person or remotely via Zoom or telephone. To provide public comments via a Desktop/Laptop or Smartphone, click on the “Raise Hand” at the bottom of the screen, or if participating via Dial-in/Telephone Press *9. This will signal to the host that you would like to provide a public comment and you will be added to the list.

All agendas are posted at South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, and website, <http://www.aqmd.gov/home/news-events/meeting-agendas-minutes>, at least 72 hours in advance of the meeting. At the beginning of the agenda, an opportunity is also provided for the public to speak on any subject within the South Coast AQMD’s authority. Speakers may be limited to a total of three (3) minutes for the entirety of the Consent Calendar plus Board Calendar, and three (3) minutes or less for each of the other agenda items.

Note that on items listed on the Consent Calendar and the balance of the agenda any motion, including action, can be taken (consideration is not limited to listed recommended actions). Additional matters can be added and action taken by two-thirds vote, or in the case of an emergency, by a majority vote. Matters raised under the Public Comment Period may not be acted upon at that meeting other than as provided above.

Written comments will be accepted by the Board and made part of the record. Individuals who wish to submit written or electronic comments must submit such comments to the Clerk of the Board, South Coast AQMD, 21865 Copley Drive, Diamond Bar, CA 91765-4178, (909) 396-2500, or to cob@aqmd.gov, on or before 5:00 p.m. on the Tuesday prior to the Board meeting.

ACRONYMS

AQ-SPEC = Air Quality Sensor Performance Evaluation Center	NAAQS = National Ambient Air Quality Standards
AQIP = Air Quality Investment Program	NATTS =National Air Toxics Trends Station
AQMP = Air Quality Management Plan	NESHAPS = National Emission Standards for Hazardous Air Pollutants
AVR = Average Vehicle Ridership	NGV = Natural Gas Vehicle
BACT = Best Available Control Technology	NOx = Oxides of Nitrogen
BARCT = Best Available Retrofit Control Technology	NSPS = New Source Performance Standards
Cal/EPA = California Environmental Protection Agency	NSR = New Source Review
CARB = California Air Resources Board	OEHHA = Office of Environmental Health Hazard Assessment
CEMS = Continuous Emissions Monitoring Systems	PAMS = Photochemical Assessment Monitoring Stations
CEC = California Energy Commission	PEV = Plug-In Electric Vehicle
CEQA = California Environmental Quality Act	PHEV = Plug-In Hybrid Electric Vehicle
CE-CERT =College of Engineering-Center for Environmental Research and Technology	PM10 = Particulate Matter ≤ 10 microns
CNG = Compressed Natural Gas	PM2.5 = Particulate Matter ≤ 2.5 microns
CO = Carbon Monoxide	RECLAIM=Regional Clean Air Incentives Market
DOE = Department of Energy	RFP = Request for Proposals
EV = Electric Vehicle	RFQ = Request for Quotations
EV/BEV = Electric Vehicle/Battery Electric Vehicle	RFQQ=Request for Qualifications and Quotations
FY = Fiscal Year	SCAG = Southern California Association of Governments
GHG = Greenhouse Gas	SIP = State Implementation Plan
HRA = Health Risk Assessment	SOx = Oxides of Sulfur
LEV = Low Emission Vehicle	SOON = Surplus Off-Road Opt-In for NOx
LNG = Liquefied Natural Gas	SULEV = Super Ultra Low Emission Vehicle
MATES = Multiple Air Toxics Exposure Study	TCM = Transportation Control Measure
MOU = Memorandum of Understanding	ULEV = Ultra Low Emission Vehicle
MSERCs = Mobile Source Emission Reduction Credits	U.S. EPA = United States Environmental Protection Agency
MSRC = Mobile Source (Air Pollution Reduction) Review Committee	VOC = Volatile Organic Compound
	ZEV = Zero Emission Vehicle

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION

Instructions for Participating in a Virtual Meeting as an Attendee

As an attendee, you will have the opportunity to virtually raise your hand and provide public comment.

Before joining the call, please silence your other communication devices such as your cell or desk phone. This will prevent any feedback or interruptions during the meeting.

For language interpretation:

Click the interpretation Globe icon at the bottom of the screen

Select the language you want to hear (either English or Spanish)

Click "Mute Original Audio" if you hear both languages at the same time.

Para interpretación de idiomas:

Haga clic en el icono de interpretación el globo terráqueo en la parte inferior de la pantalla

Seleccione el idioma que desea escuchar (inglés o español)

Haga clic en "Silenciar audio original" si escucha ambos idiomas al mismo tiempo.

Please note: During the meeting, all participants will be placed on Mute by the host. You will not be able to mute or unmute your lines manually.

After each agenda item, the Chair will announce public comment.

Speakers may be limited to a total of 3 minutes for the entirety of the consent calendar plus board calendar, and three minutes or less for each of the other agenda items.

A countdown timer will be displayed on the screen for each public comment.

If interpretation is needed, more time will be allotted.

Directions to provide public comment on ZOOM from a DESKTOP/LAPTOP or SMARTPHONE:

Click on the "Raise Hand" feature at the bottom of the screen.

This will signal to the host that you would like to provide a public comment and you will be added to the list.

Directions to provide public comment via TELEPHONE:

Dial *9 on your keypad to signal that you would like to comment.

Directions for Spanish Language TELEPHONE line only:

- The call in number is the same (+1 669 900 6833)
- The meeting ID number is 928-3000-3925
- If you would like to make public comment, please dial *9 on your keypad to signal that you would like to comment.

Instrucciones para la línea de TELÉFONO en español únicamente:

- El número de llamada es el mismo (+1 669900 6833 o +1 93209559643)
- El número de identificación de la reunión es 928-3000-3925
- Si desea hacer un comentario público, marque *9 en su teclado para indicar que desea comentar.

Agenda Item #5

Approval of Compensation for Board Member Assistant(s)/Consultant(s)

**Administrative Committee Meeting
December 13, 2024**

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on December 13, 2024 From: Board Member Larry McCallon

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective December 1, 2024 and ending June 30, 2025.

Candidate Information

Name: Debra Mendelsohn

Qualifications (education, professional experience, etc.): Resume on file; continuing service.

Proposed Capacity (check one)

Board Member Assistant (employee) - the work to be performed primarily will entail the duties indicated below for an Assistant.

Board Member Consultant (employee) - the work to be performed primarily will entail the duties indicated below for a Consultant.

Board Member Consultant (independent contractor) - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does /does not have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____.

Proposed Scope of Duties (check one)

Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017) - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.
 Examples of duties are set forth in the attachment (OPTIONAL)

Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017) - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member's decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member's behalf and evaluating the effectiveness of various approaches.
 Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$3,378.50 per month for December 1, 2024 through June 30, 2025, up to a maximum payable during the contract period not to exceed \$23,649.50.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:
 Assistant (employee) Consultant (employee) Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 12/6/24

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on December 13, 2024 From: Board Member Curt Hagman

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective December 1, 2024 and ending June 30, 2025

Candidate Information

Name: County of San Bernardino (Katherine Kolcheva)

Qualifications (education, professional experience, etc.): new; resume attached

Proposed Capacity (check one)

Board Member Assistant (employee) - the work to be performed primarily will entail the duties indicated below for an Assistant.

Board Member Consultant (employee) - the work to be performed primarily will entail the duties indicated below for a Consultant.

Board Member Consultant (independent contractor) - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does /does not have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____

Proposed Scope of Duties (check one)

Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017) - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.
Examples of duties are set forth in the attachment (OPTIONAL)

Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017) - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member's decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member's behalf and evaluating the effectiveness of various approaches.
Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$392.42 for December 1, 2024 through February 28, 2025 and \$1,076.67 for March 1, 2025 through June 30, 2025, up to a maximum payable during the contract period not to exceed \$5,483.94.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:
 Assistant (employee) Consultant (employee) Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 12/10/24

- Developed strong relationships with the community; represented office at hundreds of City Council Meetings, Chamber of Commerce Events, Community Organization Events, MAC meetings, Water District Meetings, School Board Meetings, Utility Agency Meetings, and Transit Agency Meetings
- Advocated on behalf of the Assembly Member with the community by providing policy updates on numerous issues to stakeholders; assisted with the creation of audience specific talking points and other communications materials; created content and managed social media (Facebook, Twitter, Instagram)
- Engaged in community outreach including engaging with local groups, understanding their goals, and finding common ground for the elected official's mission

GRADUATE ASSISTANT

California State University at San Bernardino / San Bernardino, California, USA
06/2023 – 08/2023

- Served as a research/graduate assistant in coordination with CSUSB & George Mason University for a research project including conducting a systemic review using published studies

EDUCATION BACKGROUND

MASTER'S DEGREE, Public Administration

California State University at San Bernardino / San Bernardino, California, USA

PROJECT MANAGEMENT

Cornell University, eCornell / Online Certificate Program Spring 2021

THE LEADERSHIP COURSE

University of Southern California, Marshall School of Business / Los Angeles, California, USA Fall 2019

POLITICAL CAMPAIGN STRATEGY

The Campaign School at Yale / New Haven, Connecticut, USA Summer 2014

BACHELOR'S DEGREE, Business Administration

California State University at Fullerton / Fullerton, California, USA

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on December 13, 2024 From: Board Member Curt Hagman

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective December 1, 2024 and ending June 30, 2025

Candidate Information

Name: County of San Bernardino (Michael Miller)

Qualifications (education, professional experience, etc.): continuing service

Proposed Capacity (check one)

Board Member Assistant (employee) - the work to be performed primarily will entail the duties indicated below for an Assistant.

Board Member Consultant (employee) - the work to be performed primarily will entail the duties indicated below for a Consultant.

Board Member Consultant (independent contractor) - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does /does not have a business license. If so, the type of business is , and the business license number is issued by the

Proposed Scope of Duties (check one)

Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017) - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.
 Examples of duties are set forth in the attachment (OPTIONAL)

Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017) - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member’s decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member’s behalf and evaluating the effectiveness of various approaches.
 Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$3,044.83 for December 1, 2024 through February 28, 2025 and \$3,134.75 for March 1, 2025 through June 30, 2025, up to a maximum payable during the contract period not to exceed \$21,673.49.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:
 Assistant (employee) Consultant (employee) Consultant (independent contractor)

By for the Administrative Committee

cc: Human Resources

Rev. 12/10/24

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on December 13, 2024 From: Board Member Curt Hagman

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective December 1, 2024 and ending June 30, 2025

Candidate Information

Name: County of San Bernardino (Peter Rogers)

Qualifications (education, professional experience, etc.): continuing service

Proposed Capacity (check one)

Board Member Assistant (employee) - the work to be performed primarily will entail the duties indicated below for an Assistant.

Board Member Consultant (employee) - the work to be performed primarily will entail the duties indicated below for a Consultant.

Board Member Consultant (independent contractor) - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does /does not have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____

Proposed Scope of Duties (check one)

Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017) - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.
 Examples of duties are set forth in the attachment (OPTIONAL)

Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017) - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member’s decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member’s behalf and evaluating the effectiveness of various approaches.
 Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$2145.92 for December 1, 2024 through February 28, 2025 and \$2210.00 for March 1, 2025 through June 30, 2025, up to a maximum payable during the contract period not to exceed \$15, 277.76.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:
 Assistant (employee) Consultant (employee) Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 12/10/24

Administrative Committee Friday, December 13, 2024

*Dr. Anissa Cessa Heard-Johnson
Deputy Executive Officer
Diversity, Equity, and Inclusion with Community Air Programs*



FABULOUS FEMALE FRIDAY

Diane Judith Nash

American Civil Rights Activist

- **Dedicated to Activism Despite Adversity**

Received Rosa Parks Award from the Southern Christian Leadership Conference for her unwavering commitment to civil rights

- **Pioneering Nonviolent Civil Rights Tactics**

Driving force behind sit-ins that challenged segregation at lunch counters across the South

Recognition from Rev. Dr. Martin Luther King Jr. as the “driving spirit in the nonviolent assault on segregation”

- **Crucial Role in the Freedom Rides**

In 1961, coordinated the continuation of the Freedom Rides into Mississippi, serving as a vital liaison between student activists, the press, and the Department of Justice



May 15, 1938 – Present

JEDI Displays - November



Veterans Day



National Native American Heritage Month



Diwali

J.E.D.I. Infographics – November



Throughout Native American Heritage Month we recognize a quest for the first American made to the established and have to celebrate the diverse culture, history, traditions, language, American, Alaska Native, Native Hawaiian, and tribal life!

HISTORY

Dr. Anne C. Patten of the Denver Public is a trailblazer of 6th and progressive Native Day as we presented the first American made to the established and have to celebrate the diverse culture, history, traditions, language, American, Alaska Native, Native Hawaiian, and tribal life!

IMPACT SPOTLIGHT

SUSAN LA FLESCHE PICOT MEDICAL DOCTOR
 June 17, 1965 - September 18, 1995
 Dr. Susan La Flesche Picot was the first Native medical doctor in the US, and the first Native woman to earn a medical degree. She founded a hospital in 1890 and worked for the Bureau of Indian Affairs. Her legacy is honored by the American Medical Association.

FRANK ETANWAGESHIK LEADER, STORYTELLER, AND PI
 April 15, 1949 - Present
 Frank Etanwageshik is a tribal leader of the Gwich'in Nation. He is known for his work in environmental protection, his advocacy for human rights, and his role in the Arctic Council. He is also a professional pilot and a storyteller.

RUSSELL NEANS ACTIVIST
 November 10, 1909 - October 22, 2014
 Russell Neans was a founding member of the National American Indian Youth Council. He was a leader in the fight for Native American rights and self-determination. He was also a writer and a speaker.

QUANNAH CHASINGHORS MODEL, ACTRESS, AND ACTIVIST
 2001 - Present
 Quanna Chasinghors is a model, actress, and activist. She is known for her work in the fashion industry and her advocacy for Native American rights. She is also a writer and a speaker.

CULTURAL RESOURCES

CALIFORNIA INDIAN MUSEUM AND CULTURAL CENTER
 SANTA ROSA, CA
 This museum celebrates the rich and diverse cultures of the California Native peoples. It features a variety of exhibits, including traditional crafts, clothing, and artifacts. The museum also offers educational programs and cultural events.

AGUA CALIENTE CULTURAL MUSEUM
 TULSA, OKLAHOMA, CA
 Dedicated to preserving the heritage of the Agua Caliente Band of Cahuilans, this museum offers a unique look into the California Native history. It features a variety of exhibits, including traditional crafts, clothing, and artifacts. The museum also offers educational programs and cultural events.

THE ALIEN MUSEUM OF THE MUSICAL ARTS
 LOS ANGELES, CA
 The Alien Museum of the Musical Arts is a unique and interactive museum. It features a variety of exhibits, including traditional crafts, clothing, and artifacts. The museum also offers educational programs and cultural events.

SOURCES

- [National Native American Heritage Month](#)
- [National Native American Heritage Month](#)
- [National Native American Heritage Month](#)
- [National Native American Heritage Month](#)
- [National Native American Heritage Month](#)
- [National Native American Heritage Month](#)
- [National Native American Heritage Month](#)
- [National Native American Heritage Month](#)
- [National Native American Heritage Month](#)
- [National Native American Heritage Month](#)

For more information on this or other events contact diversity@tylcohsongard.gov

TRANSGENDER DAY OF REMEMBRANCE

NOVEMBER 20, 2024

The Transgender Day of Remembrance commemorates those who have been murdered because of their gender identity. It is observed annually on November 20th since it is the anniversary of the first transgender person murdered in the United States, Transgender Day of Remembrance was established in 1995. The Transgender Day of Remembrance is a day to honor the lives of transgender people who have been murdered because of their gender identity. It is a day to remember the lives of transgender people who have been murdered because of their gender identity. It is a day to remember the lives of transgender people who have been murdered because of their gender identity.

2024 STATISTICS

- 74% HATE CRIME
- 68% MURDER
- 62% SUICIDE
- 15% TRANS GAY BATTERED SYNDROME

FATALITIES ATTRIBUTED TO VIOLENCE AGAINST THE TRANSGENDER AND GENDER NON-CONFORMING COMMUNITY IN 2024

Names are listed according to the date of their death (starting from the most recent). This list is current as of October 2024.

KASSIM OBAI Age: 29	TEO "BAIBE" CHUM Age: 25
EMILY WILLIAMS Age: 34	TAYYIB LATHAN Age: 24
RYLAN BURLEY Age: 20	MONIQUE BENDIS Age: 40
KENI SPAUGEN Age: 23	SHANNON BOSWELL Age: 30
MARIE LUKINS Age: 34	LARA TAN Age: 35
JAZLYNN JOHNSON Age: 18	YELLA ROBERTA CLARK JR. Age: 45
MICHELLE HENRY Age: 25	TAYYIB THOMAS Age: 17
REYNA REINARDOZ Age: 34	KIRA BEE Age: 40
STARBUROW Age: 28	SARINA WILLIAMS Age: 38
AARON BORN ROS PRADO Age: 37	DIVEN HEMCH GOEMPO Age: 17
TEE "LARIEN BILLYS" ARNOLD Age: 30	AFRICA MARILLA BARCHA Age: 25
MICHAEL WISDOM Age: 34	ALEX TAYLOR FRANCO Age: 21
BRANDON BROWN Age: 38	FIGHTERS JK "CHERY" HILL Age: 35
KITTY MURKIN Age: 48	

BY THEIR NAMES

EMPLOYEE RESOURCE GROUPS

These groups provide a platform for staff to connect, collaborate, and advocate for equitable opportunities. We invite you to explore the wide range of ERGs available at JED.I. We encourage you to join or build a new one to support diversity in our organization.

WELL-BEING AND MENTAL HEALTH ERG

ADDITIONAL RESOURCES

SYSTEMS & TECHNOLOGY	RENDER IDENTITIES AND PROVISIONS	LIBERTY & ALLIANCE
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For more information on this or other events contact diversity@tylcohsongard.gov

[Click HERE](#)

[Click HERE](#)

J.E.D.I. Infographics – November


Diwali

FESTIVAL OF LIGHTS


Tuesday, October 29th - Sunday, November 3rd

Diwali, also known as the festival of lights, is a major festival celebrated by Hindus, Sikhs, and Jains. The festival has been an integral part of the history of humanity, offering an opportunity for reflection and hope during the darkest time of the year. It is a time when the hearts are lit with the light of knowledge and the soul is freed from the bondage of ignorance. Diwali is celebrated on the full moon night of October 29th and ends on Sunday, November 3rd. Diwali, the peak of the festival, takes place in the middle of the five days of the festival. Diwali 2024 ends South Coast AQMD please you to see a Diwali display that will be located in the main lobby from Wednesday, October 30th through Wednesday, November 6th.


Diwali is highly diverse and is observed differently depending on region. One of the most widespread customs is the lighting of small earthenware oil lamps known as diyas. The lighting is symbolic of the victory of light over darkness, good over evil, and knowledge over ignorance. These lamps are placed throughout the home, in courtyards, in streets, and even floated on lakes and rivers. The lighting of diyas with three wicks is the norm of the holiday itself. The name Diwali, also spelled Devli, is derived from the Sanskrit term *deva*, which means "gods of light."




The Days of Diwali




Day 1 – Rangoli
Homes are cleaned, and intricate designs made of colored sands, dots, and flowers are created on the floors of the home. These designs are known as rangoli. Rangoli are thought to bring good luck.




Day 2 – Maska Chakrasohi (Maska Diwali)
Mithai, an Indian confectionery, are bought and prepared. On this day, visitors are welcomed with *puja*.



Day 3 – Lakshmi Puja
Families gather and celebrate by lighting diyas. These diyas are spread throughout the home and surrounding streets. Fireworks can also light up the sky in some regions. This is thought to ward off evil. Temples are also visited on this day.



Day 4 – Govardhan Puja, Bhogavati Puja, or Dussehra
The main theme of the fourth day is the bond between spouses. This day often encourages between spouses. This day is also the start of the new year in the Vedics (Vedic) calendar.



Day 5 is the last day of Diwali focuses on the bond between siblings. Prayers for the success and well-being of siblings are typical on this day.

Diwali is a Hindu festival. It is not a religious holiday. It is a cultural holiday. It is not a religious holiday. It is a cultural holiday.

[Click HERE](#)

VETERANS DAY

HONORING ALL WHO SERVED

★ NOVEMBER 11, 2024 ★

Let us begin today by recognizing all those among us who have been a part of the great sacrifices we call the U.S. military—our Veterans. Thank you to every active-duty service member, guard and reservist, and our reservist. Their sacrifice and service has helped to keep us secure, free and safe. We all thank you for your service. On November 11th, it is customary to pause to express our deepest gratitude and most sincere appreciation to our Veterans for their brave and selfless service to the United States of America. We offer our heartfelt thanks to every family member, friend, neighbor, and every current and former South Coast AQMD employee who has ever worn the uniform of the United States Armed Forces. We thank you for answering the call of duty. We thank you for your courage. Most importantly, we thank you for the extraordinary sacrifices that service members and their families have made on our behalf in the name of freedom, liberty, and peace.

★ THANK YOU FOR YOUR SERVICE ★

First Sergeant Javier Enriquez, U.S. Marine Corps Reserve
Lance Corporal Shawn Perry, U.S. Marine Corps
Major Brian Tomaszewski, U.S. Army Reserve
Infantry Muhammed Sheron, U.S. Marine Corps

To those who have served and preferred to remain unnamed, we extend our heartfelt gratitude for your service.

[To be recognized for your service in future announcements, click here.](#)

HISTORY

Veterans Day is a federal holiday observed annually on November 11th that honors all people who have served in the United States Armed Forces. The holiday's date and origin come from the ending of World War I when the Armistice with Germany went into effect on the 11th hour of the 11th day of the 11th month of 1918. On November 11, 1919, former U.S. President Woodrow Wilson issued a message that established the first Armistice Day and by May of 1938 Armistice Day became a legal holiday. Armistice Day was renamed to Veterans Day in June of 1954 with advocacy from major U.S. Veterans' organizations.

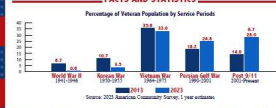
HOW TO SUPPORT VETERANS

- ★ Wounded Warrior Project
<https://www.woundedwarriorproject.org>
- ★ Find local VA Facilities to Volunteer
<https://www.va.gov/find-locations>

- ★ Send a Thank You Letter
<https://www.militarythanks.org>
- ★ Send a Care Package
<https://www.operationgratitude.com>

FACTS AND STATISTICS

Percentage of Veterans Population by Service Period



Service Period	Percentage of Veterans Population
1915-1918	0.8%
1919-1945	1.4%
1946-1950	1.4%
1951-1955	1.4%
1956-1960	1.4%
1961-1965	1.4%
1966-1970	1.4%
1971-1975	1.4%
1976-1980	1.4%
1981-1985	1.4%
1986-1990	1.4%
1991-1995	1.4%
1996-2000	1.4%
2001-2005	1.4%
2006-2010	1.4%
2011-2015	1.4%
2016-2020	1.4%
2021-2025	1.4%

Source: 2023 Veterans Community Survey, 7-year releases

- ★ There are over 10 million military Veterans in the United States
- ★ There are over 1.7 million Hispanic or Latino Veterans
- ★ There are over 1.7 million female Veterans
- ★ There are over 21,000 Native American or Pacific Islander Veterans
- ★ There are over 1.7 million African American Veterans

EMPLOYEE RESOURCE GROUPS

Our Employee Resource Group (ERGs) contribute to fostering a more inclusive and supportive workplace environment. ERGs provide a platform for staff to connect, collaborate, and advocate for diverse communities within our organization. We invite you to explore the wide range of ERGs available. Your participation in these ERGs is invaluable as we strive to create a workplace that embraces diversity, equity, and inclusion for all. We encourage you to join us in building a stronger and more vibrant community at South Coast AQMD.

[Click here to join our Veterans and Active-Duty Military Family Employee Resource Group.](#)

SOURCES

- ★ <https://www.veterans.gov/resources/facts-and-figures/2023-veterans-by-count>
- ★ <https://www.dhs.gov/veterans-by-ethnicity-of-veterans-by>
- ★ <https://www.dhs.gov/veterans-by-ethnicity-of-veterans-by>

[Click HERE](#)

Employee Resource Groups (ERG) Updates

Allies and Advocates

- Requested specific focus on bystander intervention training within the Transgender Day of Remembrance Infographic
- Reinforced the desire to build community with all South Coast AQMD ERG members at the inaugural All ERG meeting scheduled for next year.

LGBTQIA+

- Expressed ongoing need for DEI within South Coast AQMD and especially supported callbacks to Bystander Intervention Training

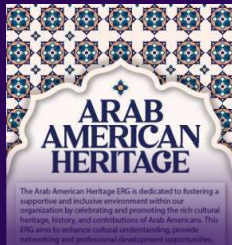
HALOS

- Involved in discussions for 2025's collaborative DEI initiatives



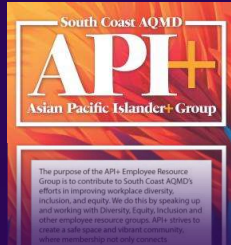
The Allies and Advocates Employee Resource Group aims to provide a supportive and safe space for South Coast AQMD staff to foster an inclusive and accepting agency culture by using trust, respect, and empathy, because it costs nothing to be kind.

Allies and Advocates



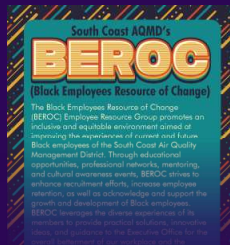
The Arab American Heritage ERG is dedicated to fostering a supportive and inclusive environment within our organization by celebrating and promoting the rich cultural heritage, history, and contributions of Arab Americans. This ERG aims to enhance cultural understanding, provide networking and professional development opportunities, and advocate for the diverse needs and perspectives of Arab American employees. Through mentorship, professional development, and social events, we aim to create a supportive and inclusive environment for all employees.

Arab American Heritage



The purpose of the API+ Employee Resource Group is to contribute to South Coast AQMD's efforts in improving workplace diversity, inclusion, and equity. We do this by speaking up and working with Diversity, Equity, Inclusion and other employee resource groups. API+ strives to create a safe space and vibrant community where membership not only connects colleagues but also fosters lasting professional growth and a sense of belonging.

Asian and Pacific Islander+



The Black Employees Resource of Change (BEROC) Employee Resource Group promotes an inclusive and equitable environment aimed at improving the experiences of current and future Black employees of the South Coast Air Quality Management District. Through educational opportunities, professional networks, mentoring, and cultural awareness events, BEROC strives to enhance recruitment efforts, increase employee retention, as well as acknowledge and support the growth and development of Black employees. BEROC leverages the diverse experiences of its members and advocates for our employees to be fully represented in our organization and the industry.

Black Employees Resource of Change

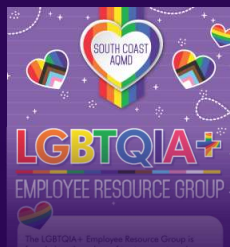


Hispanic and Latinx Organization for Success



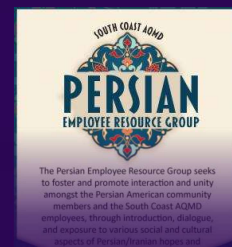
The Jewish Heritage ERG is committed to creating an inclusive space where Jewish culture, history, and traditions are celebrated and shared within our organization. This ERG aims to support Jewish employees by fostering a sense of belonging, offering opportunities for professional growth, and promoting understanding and respect for Jewish heritage. Through educational programs, cultural events, and community outreach, the ERG seeks to enhance the representation of Jewish employees within the organization and the industry.

Jewish Heritage



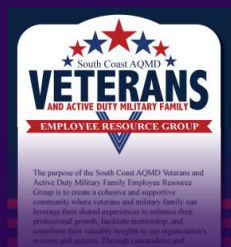
The LGBTQIA+ Employee Resource Group is focused on the values of trust, respect, and understanding. We are dedicated to fostering a

Lesbian, Gay, Bisexual, Queer/Questioning, Intersex & Asexual+



The Persian Employee Resource Group seeks to foster and promote interaction and unity amongst the Persian American community members and the South Coast AQMD employees, through introductions, dialogues, and exposure to various social and cultural aspects of Persian/Iranian hopes and aspirations.

Persian



The purpose of the South Coast AQMD Veterans and Active Duty Military Family Employee Resource Group is to create a collective and supportive community where veterans and military family can leverage their shared experiences to enhance their professional growth, facilitate networking, and contribute their valuable insights to our organization's mission and success. Through camaraderie and collaboration, we aim to bridge the gap between military and civilian spheres, fostering a strong

Veterans and Active-Duty Military Family

DEI Conferences and Events

Government Alliance on Race and Equity (GARE)

- Wednesday, November 20 – Friday, November 22, 2024 in St. Louis, MO
- Conference Highlights
 - Learning Strategies to enhance co-partnership roles with the community
 - Networking within DEI/EJ partners across government agencies



YLAC UPDATES

Young Leader's Advisory Council

Meeting was held on Wednesday, November 20th, 2024 at 12:30 PM in CC8

- 7 In Person Members and 4 Remote Members

Discussion Items

- Major Meeting highlights:
 - Executive Officer Wayne Natri Met with YLAC members. He gave an overview of his experience and spoke on the importance of Environmental Justice and youth participation.
 - A draft of the annual report was shared with YLAC members to gather feedback. Their comments and suggestions will be incorporated into the final draft sent to the Governing Board.
 - Legacy LA talked with YLAC members about what their organization does and how positive youth development can make an impact in communities.
 - YLAC members expressed an interest in amending the charter, specifically related to term limits. “How much can we actually do in just 8 meetings?” – Roxanna Barrera





Any
Questions?

BOARD MEETING DATE: January 10, 2025

AGENDA NO.

PROPOSAL: Report of RFQs/RFPs Scheduled for Release in January

SYNOPSIS: This report summarizes the RFQs/RFPs for budgeted services over \$100,000 scheduled to be released for advertisement for the month of January.

COMMITTEE: Administrative, December 13, 2024, Reviewed

RECOMMENDED ACTION:

Approve the release of RFQs/RFPs for the month of January.

Wayne Natri
Executive Officer

SJ:gp

Background

In January 2020, the Board approved a revised Procurement Policy and Procedure. Under the revised policy, RFQs/RFPs for budgeted items over \$100,000 that follow the Procurement Policy and Procedure would no longer be required to obtain individual Board approval. However, a monthly report of all RFQs/RFPs over \$100,000 is included as part of the Board agenda package and the Board may, if desired, take individual action on any item. The attached report provides the title and synopsis of the RFQ/RFP, the budgeted funds available, and the name of the Deputy Executive Officer/Assistant Deputy Executive Officer responsible for that item. Further detail including closing dates, contact information, and detailed proposal criteria will be available online at <http://www.aqmd.gov/grants-bids> following Board approval on January 10, 2025.

Outreach

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the RFQs/RFPs and inviting bids will be published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside

County's Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin.

Additionally, potential bidders may be notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFQs/RFPs will be emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations and placed on South Coast AQMD's website (<http://www.aqmd.gov>), where it can be viewed by making the selection "Grants & Bids."

Proposal Evaluation

Proposals received will be evaluated by applicable diverse panels of technically qualified individuals familiar with the subject matter of the project or equipment and may include outside public sector or academic community expertise.

Attachment

Report of RFQs/RFPs Scheduled for Release in January 2025

**January 10, 2025 Board Meeting
Report on RFQs/RFPs Scheduled for Release on January 10, 2025**

**(For detailed information visit South Coast AQMD's website at
<http://www.aqmd.gov/nav/grants-bids>
following Board approval on January 10, 2025)**

SPECIAL TECHNICAL EXPERTISE

RFP #P2025-08	Issue RFP for Employment and Labor Relations Legal Services	Olvera/2309
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South Coast AQMD contracts with outside law firms for employee relations litigation services and for legal counsel on labor and employment law matters. This action is to issue an RFP to establish a list of prequalified counsel to provide these services as needs arise.

RFP #P2025-09	Issue RFP for Insurance Brokerage Services	Olvera/2309
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The current contract for insurance brokerage services expires September 30, 2025. This action is to issue an RFP to solicit proposals from licensed insurance brokerage firms interested in providing these services to South Coast AQMD. Funds for this contract will be requested in future budgets.

RFP #P2025-10	Issue RFP for Occupational Health and Medical Services Provider	Olvera/2309
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South Coast AQMD contracts with qualified occupational medicine facilities and medical services providers to provide medical examinations and treatment of South Coast AQMD employees. The current contracts for these services expire June 30, 2025. This action is to issue an RFP to solicit proposals from occupational medicine facilities and medical services providers to provide these services as needs arise. Funds for these services will be requested in future budgets.

BOARD MEETING DATE: January 10, 2024

AGENDA NO.

REPORT: Status Report on Major Ongoing and Upcoming Projects for Information Management

SYNOPSIS: Information Management is responsible for data systems management services in support of all South Coast AQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects.

COMMITTEE: Administrative, December 13, 2024, Reviewed

RECOMMENDED ACTION:
Receive and file.

Wayne Nastri
Executive Officer

RMM:XC:DD:HL:dc

Background

Information Management (IM) provides a wide range of information systems and services in support of all South Coast AQMD operations. IM's primary goal is to provide automated tools and systems to implement rules and regulations, and to improve internal efficiencies. The annual Budget and Board-approved amendments to the Budget specify projects planned during the fiscal year to develop, acquire, enhance, or maintain mission-critical information systems.

Summary of Report

The attached report identifies the major projects/contracts or purchases that are ongoing or expected to be initiated within the next six months. Information provided for each project includes a brief project description and the schedule associated with known major milestones (issue RFP/RFQ, execute contract, etc.).

Attachment

Information Management Status Report on Major Ongoing and Upcoming Projects During the Next Six Months

Warehouse Indirect Source Rule Online Reporting Portal Phase 4	
Brief description:	Development of online reporting portal for Rule 2305 –Warehouse Indirect Source
Estimated project cost	\$250,000
Overall project status	Completed
Percentage complete	100%
LAST 30 days	<ul style="list-style-type: none"> User Acceptance Testing and Go-live
NEXT 30 days	<ul style="list-style-type: none"> Post-Production Support
Original estimated go-live date	8/9/24
Current estimated go-live date	12/27/24
Go-live date	N/A
Notes	Project Completed.

South Coast AQMD Mobile Application Phase 6	
Brief description:	The Phase 6 enhancement of the South Coast AQMD mobile app focuses on introducing the Open Burn Program and Check Before You Burn (CBYB) feature layers, enhancing user access to detailed environmental data and preparing the map component for future expansions.
Estimated project cost	\$54,785
Overall project status	In Progress
Percentage complete	85%
LAST 30 days	<ul style="list-style-type: none"> User Acceptance Testing
NEXT 30 days	<ul style="list-style-type: none"> Working on going live
Original estimated go-live date	12/20/24
Current estimated go-live date	1/24/25
Go-live date	N/A
Notes	Schedule extended to accommodate new features.

Agenda Tracking System	
Brief description:	Develop new Agenda Tracking System for submittal, review, and approval of Governing Board meeting agenda items
Estimated project cost	\$250,000
Overall project status	In Progress
Percentage complete	70%
LAST 30 days	<ul style="list-style-type: none"> System Development in Progress
NEXT 30 days	<ul style="list-style-type: none"> System Development in Progress
Original estimated go-live date	11/15/24
Current estimated go-live date	5/9/25
Go-live date	N/A
Notes	Additional enhancements were requested by the users.

Online Application Filing	
Brief description:	Enhanced Web application to automate filing of permit applications, Rule 222 equipment and registration for IC engines; implement electronic permit folder and workflow for staff
Estimated project cost	\$525,000
Overall project status	In Progress
Percentage complete	90%
LAST 30 days	<ul style="list-style-type: none"> User Acceptance Testing of Phase 1 of the project (first ten 400-E-XX forms) User Acceptance Testing of next set of Rule 222 forms
NEXT 30 days	<ul style="list-style-type: none"> User Acceptance Testing of Phase 1 of the project (first ten 400-E-XX forms) User Acceptance Testing of next set of Rule 222 forms
Original estimated go-live date	1/17/25
Current estimated go-live date	1/17/25
Go-live date	N/A
Notes	IM Development Complete.

Permit Workflow Automation – Phase 1 & 2	
Brief description:	Automate application acceptance and engineering evaluation processes into paperless workflows
Estimated project cost	\$250,000
Overall project status	In Progress
Percentage complete	60%
LAST 30 days	<ul style="list-style-type: none"> System Development in Progress
NEXT 30 days	<ul style="list-style-type: none"> System Development in Progress
Original estimated go-live date	3/14/25
Current estimated go-live date	6/12/25
Go-live date	N/A
Notes	Phase 2 added; UAT for both phases to be conducted simultaneously.

Website Upgrade	
Brief description:	Upgrade the Website Content Management System to latest version
Estimated project cost	\$100,000
Overall project status	In Progress
Percentage complete	80%
LAST 30 days	<ul style="list-style-type: none"> User Acceptance Testing and Training
NEXT 30 days	<ul style="list-style-type: none"> User Acceptance Testing and Training
Original estimated go-live date	10/11/24
Current estimated go-live date	3/11/25
Go-live date	N/A
Notes	Go-live postponed for additional training and testing.

Compliance System	
Brief description:	Develop new Compliance System to help streamline the compliance business process. The new system will provide full integration of incident management, inspection process, field operations and operations dashboard
Estimated project cost	\$450,000
Overall project status	In Progress
Percentage complete	75%
LAST 30 days	<ul style="list-style-type: none"> System Development in progress
NEXT 30 days	<ul style="list-style-type: none"> System Development in progress
Original estimated go-live date	2/28/25
Current estimated go-live date	2/28/25
Go-live date	N/A
Notes	Project is on schedule.

Carl Moyer Program GMS Phase III	
Brief description:	Develop Contracting, Invoicing, and Annual Reporting modules for Carl Moyer Program web application. This system will include integration internal South Coast AQMD systems.
Estimated project cost	\$200,000
Overall project status	In Progress
Percentage complete	50%
LAST 30 days	<ul style="list-style-type: none"> System Development in progress
NEXT 30 days	<ul style="list-style-type: none"> System Development in progress
Original estimated go-live date	4/10/25
Current estimated go-live date	4/10/25
Go-live date	N/A
Notes	Project is on schedule.

Annual Emissions Reporting 2025	
Brief description:	Update AER Web Tools with new functionality to prepare for the filing period beginning on January 1, 2025.
Estimated project cost	\$212,304
Overall project status	Completed
Percentage complete	100%
LAST 30 days	<ul style="list-style-type: none"> User Acceptance Testing
NEXT 30 days	<ul style="list-style-type: none"> Post-Production Support
Original estimated go-live date	12/31/24
Current estimated go-live date	12/31/24
Go-live date	N/A
Notes	Project Completed.

AirNet Upgrade	
Brief description:	Upgrade AirNet (Intranet) to the latest version of SharePoint. This project will involve migrating existing content, custom web parts, and other components, while delivering a modern and refreshed design.
Estimated project cost	\$180,000
Overall project status	In Progress
Percentage complete	20%
LAST 30 days	<ul style="list-style-type: none"> System Development in progress
NEXT 30 days	<ul style="list-style-type: none"> System Development in progress
Original estimated go-live date	4/25/25
Current estimated go-live date	4/25/25
Go-live date	N/A
Notes	Project is on schedule.

Projects that have been completed within the last 12 months are shown below

COMPLETED PROJECTS

PROJECT	DATE COMPLETED
Rideshare Survey Enhancement	October 18, 2024
Source Test Tracking System (STTS)	September 20, 2024
IT Service Management	September 17, 2024
Rule 1180 System Enhancements	August 16, 2024
Rule 1415 System Enhancements	August 9, 2024
AQ-SPEC Cloud Platform Phase 2	July 10, 2024
AB2766 Version 2 Enhancements	May 9, 2024
PeopleSoft HCM Labor Agreement Implementation	April 30, 2024
PeopleSoft Electronic Requisition	April 30, 2024
Volkswagen Environmental Mitigation Trust Program GMS Enhancement	March 5, 2024
Email Gateway Replacement	March 1, 2024
Prequalify Vendor List for PCs, Network Hardware, etc.	February 2, 2024

BOARD MEETING DATE: January 10, 2025

AGENDA NO.

PROPOSAL: Receive and File Annual Report on South Coast AQMD's Deferred Compensation Plans

SYNOPSIS: South Coast AQMD sponsors IRS-approved 457(b), 401(a) and Omnibus Budget Reconciliation Act of 1990 Deferred Compensation Plans for its employees. This action is to receive and file the Deferred Compensation Plan Annual Report for Plan Year Ending June 2024 to address the Board's responsibility for monitoring the activities of the Deferred Compensation Plan Committee and ensuring the Committee carries out its fiduciary duties and responsibilities under the Committee Charter.

COMMITTEE: Administrative, December 13, 2024; Recommended for Approval

RECOMMENDED ACTION:

Receive and file Deferred Compensation Plan Annual Report for Plan Year Ending June 2024.

Wayne Nastri
Executive Officer

AJO:mm

Background

South Coast AQMD sponsors and administers 457(b), 401(a) and Omnibus Budget Reconciliation Act of 1990 (OBRA) Deferred Compensation Plans for its employees. The Deferred Compensation Plans, which include the 457(b), 401(a) and OBRA plans, are administered by Empower Retirement, LLC (Empower), one of the largest workplace retirement savings plan providers in the United States. State law governs the fiduciary requirements for the operation and investment of deferred compensation plans sponsored by governmental entities. South Coast AQMD's Governing Board serves a fiduciary role, subject to the duties and obligations under Article XVI, Section 17 of the California Constitution.

To meet its fiduciary responsibilities, the Board has established a Deferred Compensation Plan Committee (Committee) to oversee the administration of the Plans. In May 2008, the Board approved the Deferred Compensation Plan Committee Charter, formalizing the fiduciary duties and responsibilities of the Committee. The four members of the Deferred Compensation Plan Committee are the Chief Financial Officer, the Deputy Executive Officer/Administrative and Human Resources, the Human Resources Manager over employee benefits, and the General Counsel.

Pursuant to a 5-year contract, which began January 1, 2022, Empower provides record-keeping and administrative services for the Plans. In addition, South Coast AQMD utilizes the services of an independent, third-party consulting firm, Benefit Financial Services Group, to provide services to the Plans as a fiduciary under a Registered Investment Advisor agreement.

Summary of Report

The Committee meets on a quarterly basis to review the design, investment options, asset allocation, and demographics of the Plans, and to make changes as necessary. During the 2023-24 fiscal year period, the Committee placed two funds on the Watch List due to performance and management issues, updated the Target Date Model allocations, and made several changes to remove and/or replace funds in the Plans. In addition, the in-Plan Roth conversion feature for rollovers and transfers was added to the 457 Plan.

As of June 30, 2024, the Plans have:

- 1,158 participants (employees and retirees)
- Approximately \$247 million in assets
- Outperformed the 1, 5 and 10-year performance benchmarks

The Annual Report provides detailed information regarding Plan Assets/Demographics, Committee Actions, and Plan Performance.

Proposal

Staff recommends the Board receive and file the Deferred Compensation Plan Annual Report to the Board for Plan Year Ending June 2024.

Attachment

Deferred Compensation Plan Annual Report for Plan Year Ending June 2024

Report To The Board

Plan Year Ending: June 2024

Prepared for: South Coast Air
Quality Management District 457
Deferred Compensation & 401(a)
Defined Contribution Plans



Table of Contents

Section 1

Plan Background

Section 2

Committee Meeting Summary and Plan Updates

Section 3

Plan Assets / Demographics

Section 4

Plan Performance / Cost Benchmarking

Section 5

Appendix



Plan Background

Section 1

South Coast Air Quality Management District Plan

South Coast Air Quality Management District Plan Overview

Plan Name	South Coast Air Quality Management District 457 Deferred Compensation & 401(a) Defined Contribution Plans
Inception Date (457 Plan)	January 1, 1987
Inception Date (401 Plan)	January 1, 2017

Plan Features (457 Plan)

Plan Year End	June 30 th
Entry Date	Immediate
Employee Deferrals	Pre-tax & Roth
Catch-up	Age 50 & Special 457 Catch-up Contributions
Employer Contributions	Yes - determined in accordance with the terms of the employment contract

Default Investment Alternative

Default Fund	T. Rowe Price Retirement Series
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Service Providers

Recordkeeper	Empower
Directed Trustee	Reliance Trust Company
Plan Advisor	Benefit Financial Services Group (“BFSG”)

Committee Oversight

Membership	John Olvera (Chair), Bayron Gilchrist, Sujata Jain, and Raquel Arciniega
Duties	Settlor and Fiduciary
California Government Code 53213.5 Compliance	The Committee intends for the Plan to comply with the provisions of California Government Code 53213.5 providing Plan fiduciaries with relief from liability for the investment decisions made by participants.



Committee Meeting Summary & Plan Updates

Section 2

Fiduciary Updates

Meeting Date	Item	Update
September 12, 2023	Watch List	Placed Metropolitan West Total Return on Watch due to underperformance and changes in management.
December 12, 2023	Watch List	Placed Hartford International Opportunities on Watch due to underperformance and changes in management.
June 14, 2024	Watch List	Removed T. Rowe Price Blue Chip Growth from Watch due to improved performance.
	Fund Search	Reviewed an analysis of potential replacement options for the Metropolitan West Total Return fund. No action was taken.
	Target Date Models - 401(a) Plan	Added the Target Date Models to the District's 401(a) Plan, effective August 28, 2024
	Target Date Models – 457(b) Plan	BFSG updated the Plan's Target Date Models in March 2024.

Settlor Updates

Meeting Date	Item	Update
June 14, 2024	In-Plan Roth Conversion – 457(b) Plan	The in-Plan Roth conversion feature for rollovers and transfers has been added, effective August 1, 2024.



Plan Assets / Demographics

Section 3

Range of Investments

Lower risk/lower potential reward

Higher risk/higher potential reward

FIXED INCOME		BALANCED	EQUITY		
CAPITAL PRESERVATION	INCOME	HYBRID	VALUE	BLEND	GROWTH
DOMESTIC					
STABLE VALUE	INTERMEDIATE CORE BOND	MODERATE ALLOCATION	LARGE VALUE	LARGE BLEND	LARGE GROWTH
Guaranteed Interest Account	Vanguard Total Bond Market Index Adm	American Funds American Balanced R6	DFA US Large Cap Value I Hartford Dividend and Growth R5	Vanguard FTSE Social Index Admiral Vanguard Institutional Index I	T. Rowe Price Blue Chip Growth I
	INTERMEDIATE CORE-PLUS BOND		MID VALUE	MID BLEND	MID GROWTH
	Metropolitan West Total Return Bd I		Vanguard Selected Value Inv	Vanguard Mid Cap Index Admiral	Carillon Eagle Mid Cap Growth A
			SMALL VALUE	SMALL BLEND	SMALL GROWTH
			American Beacon Small Cap Value R6 Vanguard Small Cap Value Index Admiral	Vanguard Small Cap Index Adm	Fidelity Small Cap Growth K6
FOREIGN					
				FOREIGN LARGE BLEND	
				Hartford International Opportunities R5 Vanguard Developed Markets Index Admiral	
					FOREIGN SMALL/MID GROWTH
					MFS International New Discovery A
				DIVERSIFIED EMERGING MKTS	
				Vanguard Emerging Mkts Stock Idx Adm	
SPECIALTY					
			UTILITIES	REAL ESTATE	HEALTH
			Vanguard Utilities Index Adm	Vanguard Real Estate Index Admiral	Vanguard Health Care Index Admiral
ALLOCATION					
		TARGET DATE SERIES			
		T. Rowe Price Retirement I Series			

Funds listed in Red are scheduled to be removed.
 Funds listed in Green are scheduled to be added.
 Funds listed in Blue are frozen to contributions.
 Funds listed in Purple represent Default Fund.

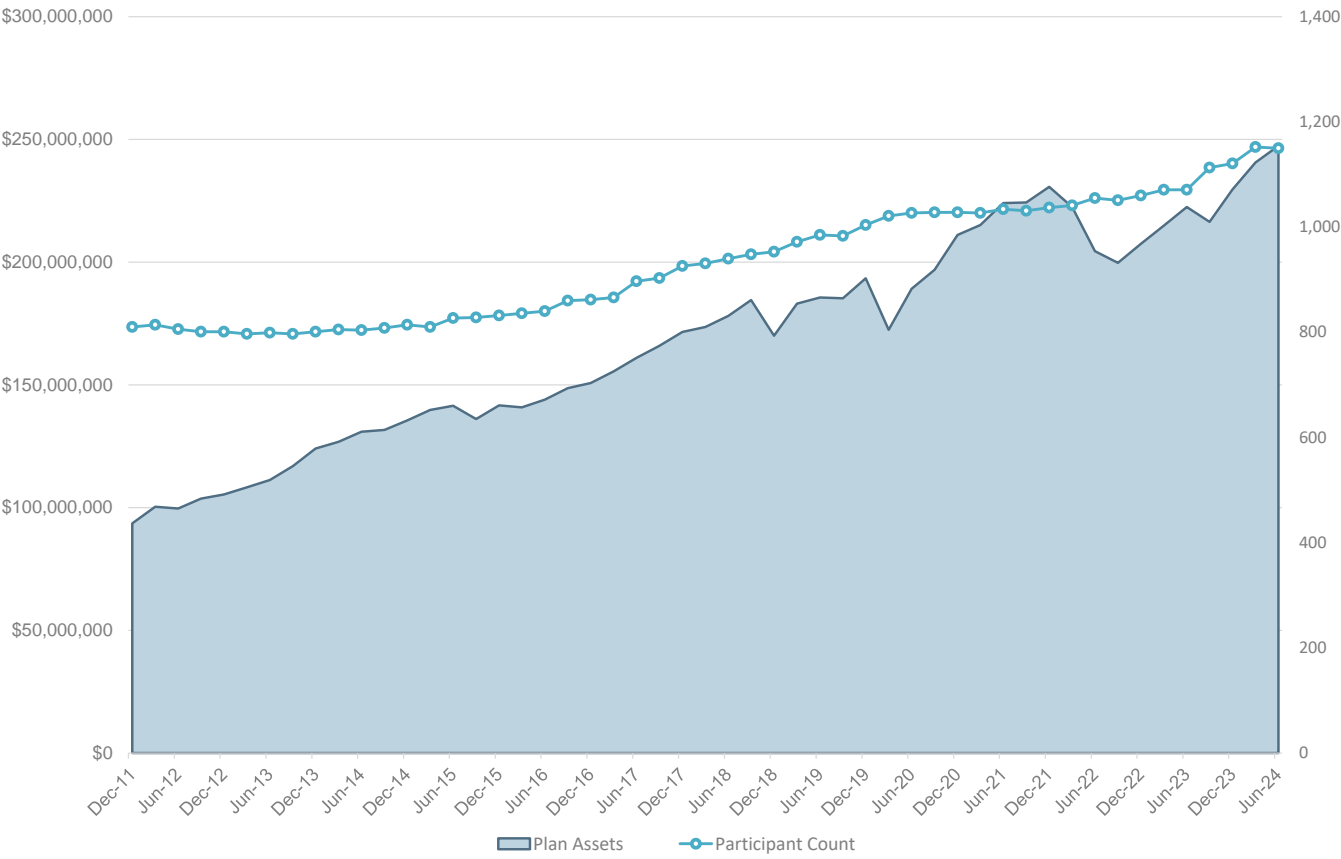
Asset Allocation by Fund

Investment Option	2Q 2024	% of Assets	# of Balances
Guaranteed Interest Account	\$80,017,507	32.47%	644
Vanguard Institutional Index I	\$39,838,358	16.16%	470
T. Rowe Price Blue Chip Growth I	\$34,160,008	13.86%	520
Hartford Dividend and Growth R5	\$11,007,464	4.47%	426
T. Rowe Price Retirement 2045 I	\$6,837,073	2.77%	90
Carillon Eagle Mid Cap Growth A	\$6,664,086	2.70%	393
Hartford International Opportunities R5	\$6,172,094	2.50%	410
T. Rowe Price Retirement 2035 I	\$5,520,141	2.24%	50
American Funds American Balanced R6	\$5,130,648	2.08%	114
Vanguard Total Bond Market Index Adm	\$4,729,832	1.92%	281
Metropolitan West Total Return Bd I	\$4,147,962	1.68%	313
Vanguard Mid Cap Index Admiral	\$4,048,674	1.64%	267
Vanguard Selected Value Inv	\$3,778,995	1.53%	349
Fidelity Small Cap Growth K6	\$3,615,622	1.47%	346
Vanguard FTSE Social Index Admiral	\$3,584,597	1.45%	88
Vanguard Health Care Index Admiral	\$3,130,770	1.27%	107
Vanguard Developed Markets Index Admiral	\$2,539,776	1.03%	210
Vanguard Small Cap Index Adm	\$2,331,401	0.95%	234
T. Rowe Price Retirement 2040 I	\$2,243,503	0.91%	34
American Beacon Small Cap Value R6	\$2,102,805	0.85%	327
MFS International New Discovery A	\$1,834,830	0.74%	203
T. Rowe Price Retirement 2050 I	\$1,808,210	0.73%	45
T. Rowe Price Retirement 2055 I	\$1,764,595	0.72%	51
T. Rowe Price Retirement 2060 I	\$1,541,545	0.63%	70
Vanguard Small Cap Value Index Admiral	\$1,429,347	0.58%	47
Vanguard Utilities Index Adm	\$1,328,942	0.54%	86
T. Rowe Price Retirement 2025 I	\$1,092,216	0.44%	22
T. Rowe Price Retirement 2030 I	\$1,086,311	0.44%	18
DFA US Large Cap Value I	\$861,509	0.35%	166
Vanguard Emerging Mkts Stock Idx Adm	\$847,643	0.34%	155
Vanguard Real Estate Index Admiral	\$840,287	0.34%	64
T. Rowe Price Retirement 2065 I	\$198,140	0.08%	18
T. Rowe Price Retirement 2020 I	\$184,433	0.07%	7
T. Rowe Price Retirement 2015 I	\$28,874	0.01%	5
T. Rowe Price Retirement 2010 I	\$12,643	0.01%	4
T. Rowe Price Retirement 2005 I	\$8,042	0.00%	6
Subtotal	\$246,468,883	100.00%	1,158
Self-Directed Brokerage Account	\$928,655		
Total	\$247,397,538		
Total # of Participants	1,158		
Average Account Balance	\$213,642		

Note: Funds listed in **Bold** are included in the Target Date Models.

Note: Personal Choice Retirement Account had 18 balances as of quarter end.

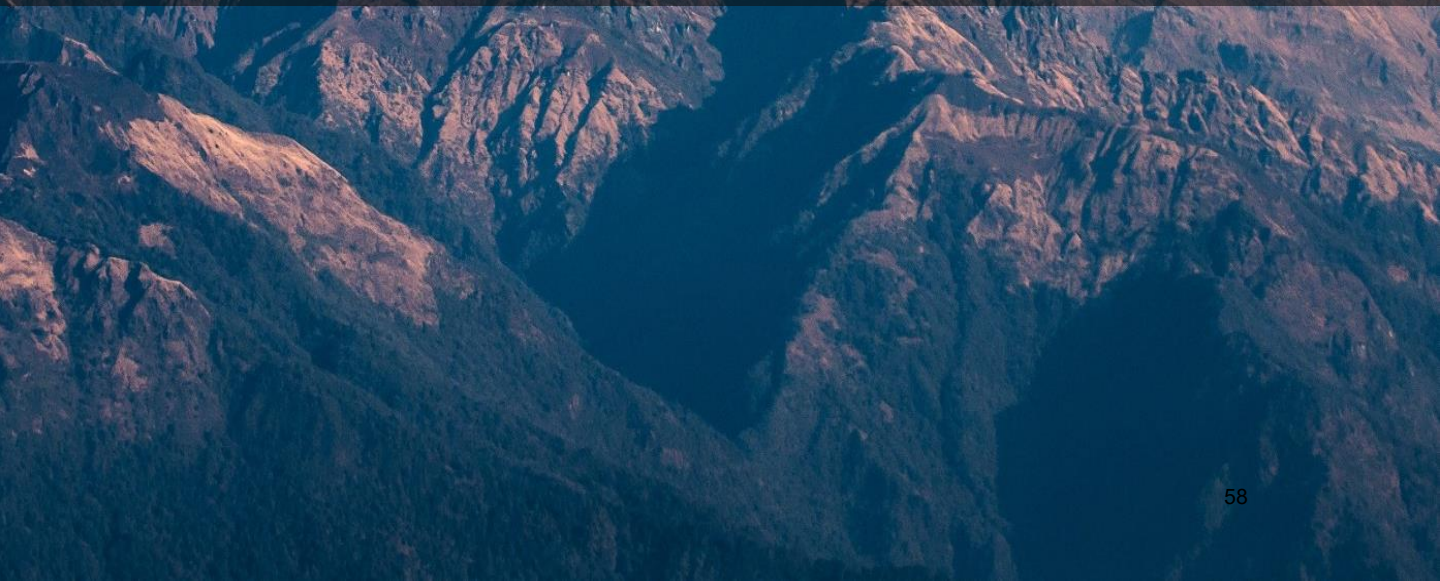
Growth of Plan Assets





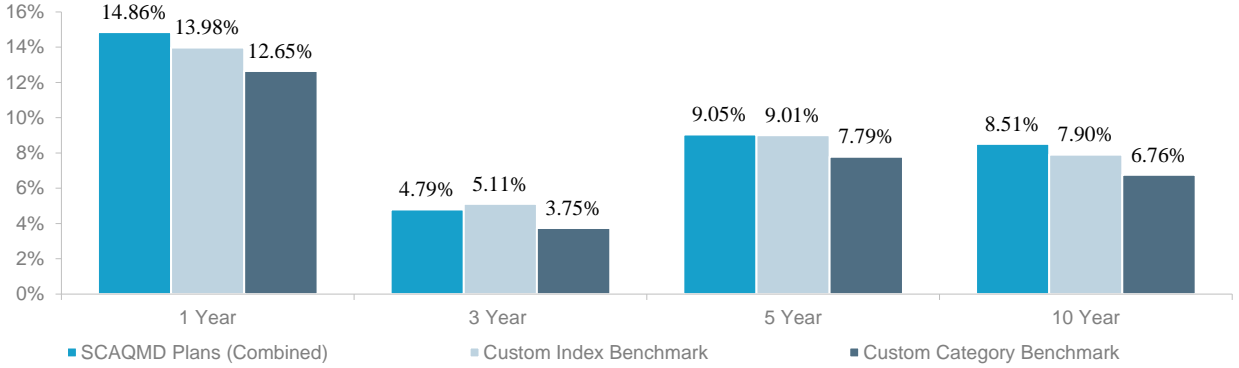
Plan Performance / Cost

Section 4

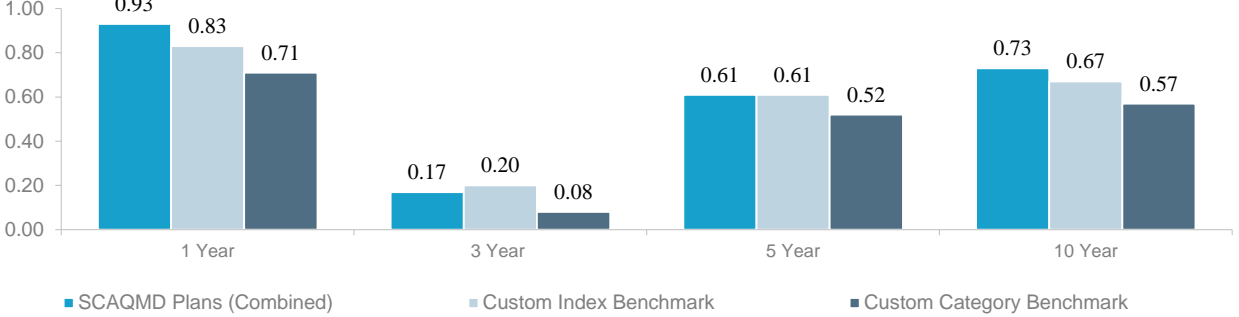


Portfolio Return vs. Custom Benchmark

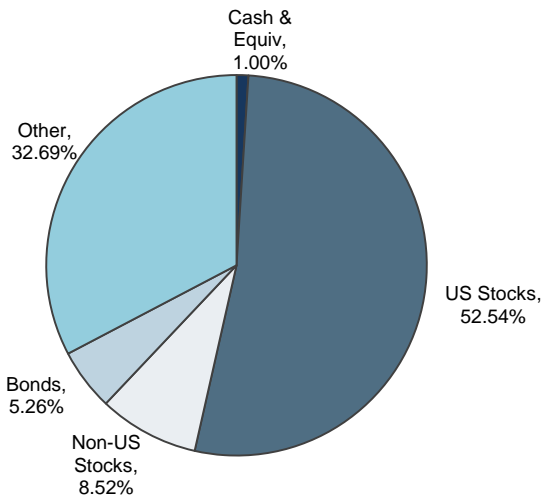
Annualized Returns



Sharpe Ratio



Current Quarter



Benchmark Weightings

Index	Category	Weight
BFSG Custom Stable Value	Stable Value	32.47%
Bloomberg US Agg Float Adj TR USD	Intermediate Core Bond	1.92%
Bloomberg US Agg Bond TR USD	Intermediate Core-Plus Bond	1.68%
40% BC Agg - 60% S&P 500	Moderate Allocation	2.08%
Russell 1000 Value TR USD	Large Value	0.35%
Russell 1000 Value TR USD	Large Value	4.47%
S&P 500 TR USD	Large Blend	1.45%
S&P 500 TR USD	Large Blend	16.16%
Russell 1000 Growth TR USD	Large Growth	13.86%
Russell Mid Cap Value TR USD	Mid Value	1.53%
CRSP US Mid Cap TR USD	Mid Blend	1.64%
Russell Mid Cap Growth TR USD	Mid Growth	2.70%
Russell 2000 Value TR USD	Small Value	0.85%
CRSP US Small Cap Value TR USD	Small Value	0.58%
CRSP US Small Cap TR USD	Small Blend	0.95%
Russell 2000 Growth TR USD	Small Growth	1.47%
MSCI ACWI Ex USA NR USD	Foreign Large Blend	2.50%
FTSE Dvlp ex US All Cap(US RIC)NR USD	Foreign Large Blend	1.03%
MSCI ACWI Ex USA Small Growth NR USD	Foreign Small/Mid Growth	0.74%
FTSE EMs AC China A Incl (US RIC) NR USD	Diversified Emerging Mkts	0.34%
MSCI US IMI/Health Care 25-50 GR USD	Health	1.27%
Real Estate Spliced Index	Real Estate	0.34%
MSCI US IMI/Utilities 25-50 GR USD	Utilities	0.54%
S&P Target Date Series	Target Date Series	9.06%

Evaluation Methodology

Per Investment Policy Statement

Returns (40%)

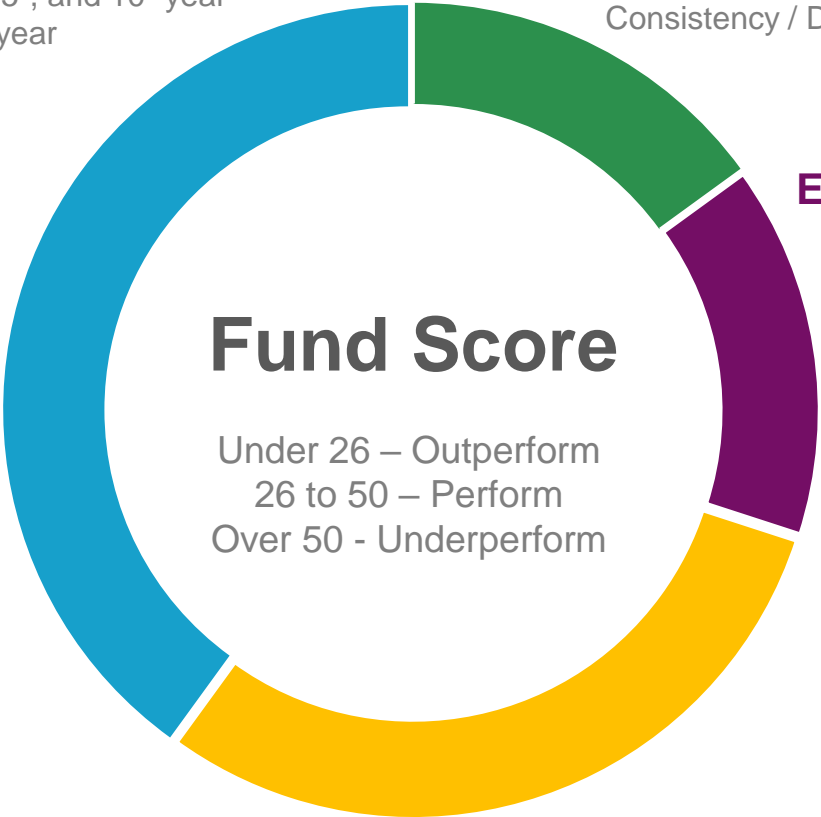
Trailing 3-, 5-, and 10- year
Rolling 10-year

Style (15%)

R²
Credit Quality
Consistency / Dispersion

Expense (15%)

Net Expense Ratio



Risk (30%)

Sharpe Ratio
Up-Capture Ratio
Down-Capture Ratio



All data points are percentile ranking relative to the Custom Peer Group. The Custom Peer Group is the fund's Morningstar Category excluding Index Funds, fund-of-funds, and funds with less than 3 Years of Returns. Only the lowest expense share class is evaluated.

Evaluation Methodology Summary

Investment Name	Quarterly Ranking			
	2Q24	1Q24	4Q23	3Q23
Intermediate Core-Plus Bond Metropolitan West Total Return Bond Fund	63	64	61	65
Moderate Allocation American Funds American Balanced Fund	17	15	15	17
Large Value DFA US Large Cap Value Portfolio	39	38	39	32
Hartford Dividend and Growth Fund	5	6	4	5
Large Blend Vanguard FTSE Social Index Fund	5	6	6	8
Large Growth T. Rowe Price Blue Chip Growth Fund	29	37	43	45
Mid Value Vanguard Selected Value Fund	11	10	8	19
Mid Growth Carillon Eagle Mid Cap Growth Fund	13	6	9	13
Small Value American Beacon Sm Cap Val Fd	30	30	25	20
Small Growth Fidelity Small Cap Growth Fund	3	3	7	17
Foreign Large Blend Hartford International Opportunities Fd	50	61	60	61
Foreign Small/Mid Growth MFS International New Discovery Fund	38	38	50	53
Target Date Series T. Rowe Price Retirement Series	28	27	20	11
Average Rank	25	26	27	28
Plan Weighted Rank (Reweighted)	25	27	28	28



Note: Average and Plan-Weighted Average rankings shown above reflect the actual funds offered in the Plan (and their respective weightings) during the applicable quarter.



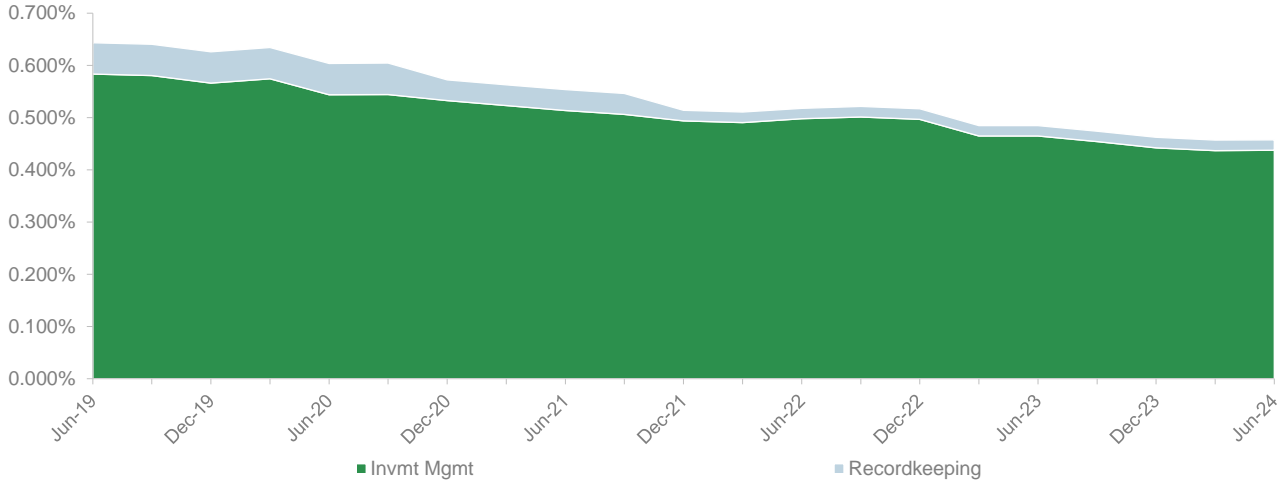
Fee Breakdown & Recordkeeping Costs

	Plan Assets 06/30/2024	Total Plan Expense (%) ²	Total Plan Expense (\$)	Revenue to Invmt. Mgmt. (\$)	Revenue to RK / Admin. (Vendor)
South Coast Air Quality Management District Retirement Savings Plan	\$246,468,883	0.458%	\$1,127,690	\$1,078,396	\$49,294
				0.438%	0.020%
<i>Industry Average</i> ¹		0.511%	\$1,258,465		

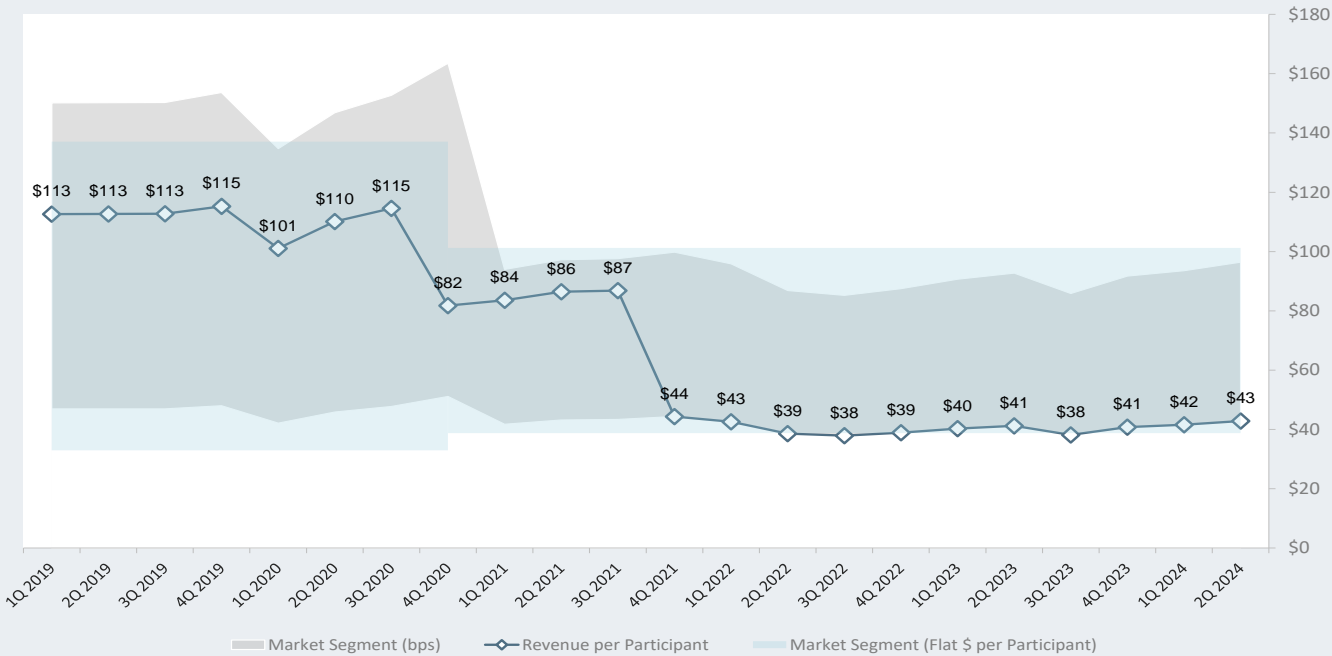
¹The Industry Average represents the weighted expense (based upon current allocation) of lowest cost Institutional and Retirement share classes in each asset category from Morningstar, plus the benchmark revenue requirement.

²Total Plan Expense does not include additional qualified Plan expenses or transaction costs.

Investment Management and Recordkeeping Costs



Recordkeeping Fee on a Per Participant Basis



A photograph of a wooden table with a white mug of coffee, a red pen, and a branch of holly. The mug is filled with dark coffee. The pen is a classic fountain pen with a red barrel and silver accents. The holly branch has bright red berries and green leaves. The scene is lit with warm, natural light, creating soft shadows.

Appendix

Section 5



South Coast Air Quality Management District

21865 Copley Drive, Diamond Bar, CA 91765
(909) 396-2000, www.aqmd.gov

MEETING DATE: September 12, 2023

REPORT: Deferred Compensation Plan Committee

SYNOPSIS: The Deferred Compensation Plan Committee met on September 12, 2023, at 11:18 a.m.
The following is a summary of that meeting.

RECOMMENDED ACTION:
Receive and file.

A. John Olvera, Chair
Deferred Compensation Plan

AJO:RH:tc

Committee Members Present

John Olvera – Deputy Executive Officer / Admin and Human Resources
Raquel Arciniega - Human Resources Manager
Bayron Gilchrist – General Counsel

Committee Members Absent

Sujata Jain - Chief Financial Officer

Guests

Darren Stewart, Benefit Financial Services Group (“BFSG”)
Aksana Muñoz, BFSG
Lisa Braun-Ward, Empower Retirement (“Empower”)

Call to Order

Chair Olvera called the meeting to order at 11:18 am.

Approval of Prior Meeting Minutes: The Committee members in attendance approved the minutes of the meeting held on June 21, 2023.

FIDUCIARY AGENDA

457 and 401(a) Plans Quarterly Investment Review – 2nd Quarter 2023: The Committee members in attendance received and approved the Retirement Plan Quarterly Investment Review (the “Report”) for the 457 Deferred Compensation Plan and the 401(a) Defined Contribution Plan (collectively the “Plans”) for the quarter ending June 30, 2023.

The Committee reviewed fees paid to Empower for recordkeeping and administration of the District’s Plans. The Plan operates under a level fee arrangement where fund revenue sharing payments are credited directly to the participants invested in the fund. The Committee reviewed the share classes used in the Plan and noted that after adjusting for credited revenue sharing, using the optimal share class for each fund provided annualized savings of over \$26,000.

To provide context to the performance of the investment options in the Plans, BFSG provided an overview of the economy and capital markets during the reporting period. The presentation was followed by a quantitative and qualitative review of the funds offered in the Plans, in accordance with the Evaluation Methodology criteria set forth in the Plans’ Investment Policy Statement (the “IPS”).

Metropolitan West Total Return Bond - The fund’s Evaluation Methodology rank declined from 59 to 63 during the quarter. While the fund is underperforming the peer group over longer term periods, the portfolio is outperforming the Bloomberg Aggregate Bond Index. A longer portfolio duration than category peers continued to negatively impact relative performance during the quarter as interest rates rose, particularly in the shorter end of the yield curve. Issued selection in large banks and communications companies contributed positively relative to the benchmark index. Considering short-term underperformance relative to the benchmarks and upcoming changes in fund management, BFSG proposed placing the fund on the Watch List. The Committee members in attendance agreed.

T. Rowe Price Blue Chip Growth was placed on the Watch List in September 2022 due to underperformance and a manager change. Performance improved significantly during the quarter and over the one-year period. The fund’s growth investment style was the primary reason for the underperformance in 2022 as growth strategies struggled that year. The fund also posted competitive returns on a year-to-date basis. After discussion, the Committee members in attendance agreed to keep the fund on the Watch List pending further performance improvements.

Hartford International Opportunities Fund – An overweight to China negatively impacted performance over the 1-and 3-year periods. BFSG noted that the fund’s long-term manager is retiring in mid-2024. No action was recommended at this time.

MFS International New Discovery was placed on the Watch List in September of 2021 due to changes in management. The fund's conservative style was one of the major reasons for its recent underperformance. It is designed to perform well in down markets as illustrated by its strong down-market ratio. During the quarter, performance was negatively impacted by an overweight to materials coupled with an overweight to China. The fund outperformed its category peers over the 3-year period while maintaining lower volatility compared to its peers. After discussion, the Committee members in attendance agreed to keep the fund on the Watch List.

Hartford Healthcare is scheduled to be replaced by Vanguard Health Care Index on September 18, 2023.

The T. Rowe Price Retirement series outperformed the benchmark indexes and respective peer groups during the quarter. BFSG noted an upcoming addition of Hedged Equity and Dynamic Credit for portfolios starting ten years to retirement in the third quarter of 2023. The intent of these additions is to dampen volatility for those participants closest to retirement.

Other areas reviewed included the performance of the Target Date Models, and point-in-time Plan-level performance.

Annual Board Report: The Committee reviewed and discussed the Annual Report prepared by BFSG. The purpose of the Annual Report was to assist the Governing Board in fulfilling its responsibility to monitor the Committee, to which it has delegated fiduciary responsibility. The Committee reviewed major decisions made during the previous Plan year and unanimously agreed to approve the Annual Report as presented.

BFSG Participant Education Update: BFSG updated the Committee on the upcoming webinar, Understanding How to Diversify Your Retirement Account. As of the date of the meeting, BFSG's Certified Financial Planner, Keith Johnson had a total of 22 one-on-one consultations and delivered 3 financial plans.

SECURE Act 2.0 Update

On August 25, 2023, the IRS announced a two-year postponement for the implementation of the Roth catch-up provision under SECURE Act 2.0. This provision would have impacted participants with an income exceeding \$145,000 in the preceding year and required all impacted participants catch-up contributions be made on a Roth basis. The guidance also addressed the technical error that would have eliminated all catch-up contributions beginning in 2024.

SETTLOR AGENDA

Quarterly Review 457 and 401(a) Plans: Ms. Braun-Ward presented the 457(b) Plan Review report for the quarter ending June 30, 2023. Areas reviewed included Plan assets, demographics, cash flow, asset allocation, and loan utilization. Ms. Braun-Ward discussed each section in the Plan Review in detail.

Empower's 401(a) Plan Review report was also reviewed. As of the end of the reporting period, Plan assets totaled \$1,029,292, representing 81 participants with a balance.

Expense Budget Account Quarterly Activity Review: The Committee reviewed the accounting activity report for the Plan Expense Budget account.

OTHER MATTERS:

Public Comments – There were no public comments.

Other Business – There was no other business.

Adjournment - The meeting adjourned at 12:12 p.m.



South Coast
AQMD

South Coast Air Quality Management District

21865 Copley Drive, Diamond Bar, CA 91765
(909) 396-2000, www.aqmd.gov

MEETING DATE: December 12, 2023

REPORT: Deferred Compensation Plan Committee

SYNOPSIS: The Deferred Compensation Plan Committee met on December 12, 2023, at 10:05 a.m.
The following is a summary of that meeting.

RECOMMENDED ACTION:
Receive and file.

A. John Olvera, Chair
Deferred Compensation Plan

AJO:RH:tc

Committee Members Present

John Olvera – Deputy Executive Officer / Admin and Human Resources
Raquel Arciniega - Human Resources Manager
Bayron Gilchrist – General Counsel
Sujata Jain - Chief Financial Officer

Committee Members Absent

None

Guests

Darren Stewart, Benefit Financial Services Group (“BFSG”)
Aksana Muñoz, BFSG
Lisa Braun-Ward, Empower Retirement (“Empower”)
Claudia Leao, Empower
Rob Dwyer, Empower

Call to Order: Chair Olvera called the meeting to order at 10:05 am.

Approval of Prior Meeting Minutes: The Committee approved the minutes of the meeting held on September 12, 2023, as written. Ms. Jain abstained due to her absence at the last meeting.

Addition to the Agenda: Mr. Olvera noted that the Annual Board report was revised to incorporate the addition of Management to the 401(a) Plan effective January 1, 2023.

FIDUCIARY AGENDA

457 and 401(a) Plans Quarterly Investment Review – 3rd Quarter 2023: The Committee received and approved the Retirement Plan Quarterly Investment Review (the “Report”) for the 457 Deferred Compensation Plan and the 401(a) Defined Contribution Plan (collectively the “Plans”) for the quarter ending September 30, 2023.

The Committee reviewed fees paid to Empower for recordkeeping and administration of the District’s Plans. The Plan operates under a level fee arrangement where fund revenue sharing payments are credited directly to the participants invested in the fund. The Committee reviewed the share classes used in the Plan and noted that after adjusting for credited revenue sharing, using the optimal share class for each fund provided annualized savings of approximately \$22,000.

To provide context to the performance of the investment options in the Plans, BFSG provided an overview of the economy and capital markets during the reporting period. The presentation was followed by a quantitative and qualitative review of the funds offered in the Plans, in accordance with the Evaluation Methodology criteria set forth in the Plans’ Investment Policy Statement (the “IPS”).

Metropolitan West Total Return Bond was placed on the Watch List in September 2023 - The fund’s Evaluation Methodology rank declined from 63 (“underperform”) to 65 (“underperform”) during the quarter as the portfolio underperformed the peer group by more than 30 basis points. Performance now trails the peer group average over all periods noted in the Report, though the fund still outperforms the Bloomberg Aggregate Bond Index over 5- and 10-year periods. An overweight to duration continued to detract from relative performance during the quarter as interest rates rose. Positioning within agency MBS, an area of emphasis for the fund, also detracted from relative results. After further discussion, the Committee agreed to keep the fund on the Watch List.

T. Rowe Price Blue Chip Growth was added to the Watch List in September 2022 due to underperformance and a manager change. In the June 2023 meeting, the Committee reviewed a Fund Search analysis and decided to retain the fund on the Watch List. Contributors to recent performance included an underweight to consumer staples and an overweight to communication services. Strong stock selection in healthcare also had a positive impact. Despite historically underperforming in down markets based on its down capture ratio, the fund outperformed during the quarter. Considering its underperformance over the 3-year period, the Committee agreed to maintain the fund on the Watch List.

Hartford International Opportunities Fund experienced short-term underperformance against both benchmarks, both in up- and down-markets. Poor stock selection in consumer staples and a growth-oriented portfolio were primary factors in this recent performance downturn. Additionally, the fund faces uncertainty as the long-term manager plans to retire in June 2024. His comanager, Tara Stilwell will assume sole decision making at the end of 2023. While she has been on the fund since 2010, her primary focus was mentoring the dedicated analyst team rather than day-to-day portfolio decisions. Given the underperformance and the upcoming management transition, the Committee agreed to place the fund on the Watch List.

MFS International New Discovery was added to the Watch List in September 2021 following management changes. Despite the initial concerns, the fund has demonstrated competitive performance over the short term. Notably, it serves as a strong downside protector in the Plan, evident in its down-capture ratio. Strong stock selection within the portfolio has contributed to its recent performance. The Committee agreed to keep the fund on the Watch List.

Hartford Healthcare was replaced with Vanguard Health Care Index on September 18, 2023.

The current versions of the *T. Rowe Price Retirement Series* funds utilized by the Plan are technically separate funds from the retail versions even though they have the same managers, strategy and allocations. In February 2024, T. Rowe Price will be closing the current versions and merging them with a new I share class of the retail versions. The merger will not affect pricing, strategy, management, or allocation and will provide the ability to analyze the funds over longer periods.

During the discussion on Target Date Models, BFSG addressed forthcoming changes. These updates encompass minor allocation adjustments across each asset class. Among notable adjustments, there is a reduction in the capital preservation category, coupled with a corresponding addition to the fixed income category.

The Committee reviewed point-in-time Plan-level performance.

BFSG Participant Education Update: On November 28, 2023, BFSG conducted 4th quarterly webinar for District employees, titled “Year-End Tax Planning.” Following the session’s completion, the webinar recording was provided to Human Resources.

As of the date of this meeting, BFSG’s Certified Financial Planner, Keith Johnson, conducted a total of 29 one-on-one consultations and delivered 5 comprehensive financial plans.

BFSG also presented a recap of the recently concluded Fall Webinar series, which took place from October 26, 2023, through November 16, 2023. The series covered a diverse range of retirement planning-related topics and received substantial attendance from District employees. The Committee received the attendance report and the webinar replay links prior to this meeting.

Quarterly Review 457 and 401(a) Plans: Ms. Braun-Ward presented a comprehensive 457(b) Plan Review report for the quarter ending September 30, 2023. The review covered various aspects, including Plan assets, demographics, cash flow, asset allocation, savings and deferral rates, participation, loan utilization, and the utilization of Empower’s Lifetime Income Score tool. Ms. Braun-Ward provided detailed insights into each section of the Plan Review during her presentation.

Additionally, Ms. Braun-Ward discussed Empower’s Money in Motion report, offering insights into rollovers both into and out of the Plan throughout the 2023 year.

The Committee revisited the prior discussion regarding the potential inclusion of Empower’s point-in-time fiduciary advice and managed accounts service to the Plan. This consideration stemmed from a previous decision influenced by a lawsuit filed against Empower last year, specifically related to the vendor’s managed accounts. In the latest update, Empower informed the Committee that the lawsuit had been recently dismissed and committed to providing official confirmation of the dismissal.

Subject to the verification of the lawsuit dismissal, the Committee agreed to further explore the potential addition of Empower’s point-in-time fiduciary advice and managed accounts service at the upcoming meeting.

Empower's 401(a) Plan Review report was also presented to the Committee. As of the end of the reporting period, Plan assets totaled \$1,089,139, representing 84 participants with a balance.

Expense Budget Account Quarterly Activity Review: The Committee reviewed the accounting activity report for the Plan Expense Budget account.

SETTLOR AGENDA

None

OTHER MATTERS:

Public Comments – There were no public comments.

Other Business – There was no other business.

Adjournment - The meeting adjourned at 11:24 a.m.



South Coast Air Quality Management District

21865 Copley Drive, Diamond Bar, CA 91765
(909) 396-2000, www.aqmd.gov

MEETING DATE: March 5, 2024

REPORT: Deferred Compensation Plan Committee

SYNOPSIS: The Deferred Compensation Plan Committee met on March 5, 2024, at 10:35 a.m. The following is a summary of that meeting.

RECOMMENDED ACTION:
Receive and file.

A. John Olvera, Chair
Deferred Compensation Plan

AJO:RH:tc

Committee Members Present

John Olvera – Deputy Executive Officer / Admin and Human Resources
Raquel Arciniega - Human Resources Manager
Bayron Gilchrist – General Counsel
Sujata Jain - Chief Financial Officer

Committee Members Absent

None

Guests

Darren Stewart, Benefit Financial Services Group (“BFSG”)
Aksana Muñoz, BFSG
Lisa Braun-Ward, Empower Retirement (“Empower”)
Claudia Leao, Empower
Ron Savageau, Empower

Call to Order: Chair Olvera called the meeting to order at 10:35 am.

Approval of Prior Meeting Minutes: The Committee approved the minutes of the meeting held on December 12, 2023, as written.

FIDUCIARY AGENDA

457 and 401(a) Plans Quarterly Investment Review – 4th Quarter 2023: The Committee received and approved the Retirement Plan Quarterly Investment Review (the “Report”) for the 457 Deferred Compensation Plan and the 401(a) Defined Contribution Plan (collectively the “Plans”) for the quarter ending December 31, 2023.

The Committee reviewed fees paid to Empower for recordkeeping and administration of the District’s Plans. The Plan operates under a level fee arrangement where fund revenue sharing payments are credited directly to the participants invested in the fund. The Committee reviewed the share classes used in the Plan and noted that after adjusting for credited revenue sharing, using the optimal share class for each fund provided annualized savings of approximately \$24,000.

To provide context to the performance of the investment options in the Plans, BFSG provided a brief overview of the economy and capital markets during the reporting period. The presentation was followed by a quantitative and qualitative review of the funds offered in the Plans, in accordance with the Evaluation Methodology criteria set forth in the Plans’ Investment Policy Statement (the “IPS”).

Metropolitan West Total Return Bond was placed on the Watch List in September 2023 - With a significant decline in intermediate- and long-term interest rates during the quarter, the fund’s longer duration positioning led to the outperformance of the Bloomberg US Aggregate Index and its category peers. The fund’s overweight to agency and non-agency mortgage-backed securities was also additive as spreads tightened in November and December. The Evaluation Methodology ranking improved from 65 to 61 during the quarter. Performance over the 5- and 10-year periods continued to outpace the Bloomberg US Aggregate Index but trailed the peer group. After discussion, the Committee agreed to maintain the fund on the Watch List.

T. Rowe Price Blue Chip Growth was added to the Watch List in September 2022 due to underperformance and a manager change. In the June 2023 meeting, the Committee reviewed a Fund Search analysis and decided to retain the fund on the Watch List. The recent Report illustrated improved performance both during the quarter and over the one-year period. The fund employs a pure growth approach and avoids most traditional value sectors such as utilities, consumer staples, and real estate, which detracted from performance in 2022 but was a large tailwind in 2023. Following thorough discussion, the Committee agreed to maintain it on the Watch List to monitor for further performance improvement.

Hartford International Opportunities was placed on the Watch List in December 2023 due to underperformance and the impending management change. Despite outperforming both the index benchmark and category peers

over the quarter, it underperformed over the one- and three-year periods. This underperformance was primarily attributed to the portfolio's growth tilt, as foreign growth strategies lagged their value counterparts until the fourth quarter of 2023. A new manager took over stock selection at the beginning of 2024 although the previous manager will remain on the fund for the first half of the year. Throughout the quarter, strong overall stock selection was offset by poor selection in healthcare, specifically biotech and medical device stocks. Following a thorough discussion, the Committee agreed to maintain the fund on the Watch List to closely monitor its performance under the new management.

MFS International New Discovery was added to the Watch List in September 2021 after experiencing management changes. Known for its defensively structured portfolio, the fund typically exhibits lower volatility compared to its peers. Despite outperforming the index benchmark over the quarter, it slightly lagged its category peers. This was attributed to a high cash position and an overweight to consumer staples, which detracted from recent performance. Stock selection was a positive contributor during the quarter, particularly led by consumer discretionary stocks. After thorough discussion, the Committee agreed to maintain the fund on the Watch List for ongoing monitoring.

As previously discussed, the current versions of the *T. Rowe Price Retirement Series* funds utilized by both Plans are technically separate funds from the retail versions even though they have the same managers, strategy and allocations. In February 2024, T. Rowe Price closed the current versions and merged them with a new I share class of the retail versions. The merger did not affect pricing, strategy, management, or allocation and will provide the ability to analyze the funds over longer periods.

During the discussion on Target Date Models, BFGS noted that the allocation changes reviewed at the prior meeting were not approved by Empower. This was due to restrictions related to the Guaranteed Interest Account. BFGS has since provided Empower with the revised allocation adjustments and is currently awaiting Empower's approval and implementation of the changes.

As allocated by participants on December 31, 2023, the Plans slightly trailed the custom index benchmark over the 3-year period. Though, the index benchmark does not include investment fees. Over all other time periods, the Plans outperformed both the custom active and passive benchmarks.

Discussion and Consideration to Add Empower's Advice and Managed Accounts Service: The Committee revisited prior discussions regarding the potential inclusion of Empower's point-in-time fiduciary advice and managed accounts service in the Plan. To facilitate the discussion, Mr. Savageau and Ms. Leao highlighted the benefits of incorporating these services into the Plans. This was followed by a demonstration of the advisory services web tool.

During the discussion, Mr. Savageau emphasized that Empower's advisory service and access to point-in-time fiduciary advice would need to be added as a package; the District cannot selectively choose one of these services. He also provided an overview of the fee structure associated with managed accounts.

BFGS underscored that adding these services and subsequent monitoring constitute fiduciary decisions, clarifying that advising on whether to include these services falls outside of BFGS's scope of services.

Following a comprehensive discussion, the Committee reached a consensus to revisit this topic at the next scheduled meeting, allowing for further deliberation and consideration of the implications before making a final decision.

BFGS Participant Education Update: BFGS shared a finalized educational calendar for the 2024 year. The scheduled live webinars cover a range of topics, including Behavioral Finance, Retirement Income Needs, Expense and Debt Management, and Charitable Gift Giving Strategies. These webinars are scheduled for March 14, May 15, August 22, and November 21, 2024, respectively. A recording of each webinar will be provided to the District's HR.

Quarterly Review 457 and 401(a) Plans: Ms. Braun-Ward briefly reviewed the 457(b) Plan Review report for the quarter ending December 31, 2023. The review covered various aspects, including Plan assets, demographics, cash flow, asset allocation, savings and deferral rates, participation, loan utilization, and the utilization of Empower's Lifetime Income Score tool.

Empower's 401(a) Plan Review report was also presented to the Committee.

Expense Budget Account Quarterly Activity Review: The Committee reviewed the accounting activity report for the Plan Expense Budget account.

SETTLOR AGENDA

None

OTHER MATTERS:

Public Comments – There were no public comments.

Other Business – There was no other business.

Adjournment - The meeting adjourned at 12:35 p.m.



South Coast Air Quality Management District

21865 Copley Drive, Diamond Bar, CA 91765
(909) 396-2000, www.aqmd.gov

MEETING DATE: June 14, 2024

REPORT: Deferred Compensation Plan Committee

SYNOPSIS: The Deferred Compensation Plan Committee met on June 14, 2024, at 11:30 a.m. The following is a summary of that meeting.

RECOMMENDED ACTION:
Receive and file.

A. John Olvera, Chair
Deferred Compensation Plan

AJO:RH:tc

Committee Members Present

John Olvera – Deputy Executive Officer / Admin and Human Resources
Bayron Gilchrist – General Counsel
Sujata Jain - Chief Financial Officer

Committee Members Absent

Raquel Arciniega - Human Resources Manager

Guests

Darren Stewart, Benefit Financial Services Group (“BFSG”)
Aksana Muñoz, BFSG
Lisa Braun-Ward, Empower Retirement (“Empower”)

Call to Order: Chair Olvera called the meeting to order at 11:35 am.

Approval of Prior Meeting Minutes: The Committee members in attendance approved the minutes of the meeting held on March 5, 2024, as written.

FIDUCIARY AGENDA

457 and 401(a) Plans Quarterly Investment Review – 1st Quarter 2024: The Committee members in attendance received and approved the Retirement Plan Quarterly Investment Review (the “Report”) for the 457 Deferred Compensation Plan and the 401(a) Defined Contribution Plan (collectively the “Plan”) for the quarter ending March 31, 2024.

The Committee reviewed fees paid to Empower for recordkeeping and administration of the District’s Plan. The Plan operates under a level fee arrangement where fund revenue sharing payments are credited directly to the participants invested in the fund. The Committee reviewed the share classes used in the Plan and noted that after adjusting for credited revenue sharing, using the optimal share class for each fund provided annualized savings of over \$24,000.

To provide context to the performance of the investment options in the Plans, BFSG provided a brief overview of the economy and capital markets during the reporting period. The presentation was followed by a quantitative and qualitative review of the funds offered in the Plans, in accordance with the Evaluation Methodology criteria set forth in the Plan’ Investment Policy Statement (the “IPS”).

Metropolitan West Total Return Bond was placed on the Watch List in September 2023 – Following a short-term rebound in performance during the fourth quarter of 2023, the fund underperformed its index and peers during the first quarter. The portfolio’s overweight duration position was the main detractor during the quarter as yields moved higher. Consistent with its view that the economy will begin to weaken, fund management has maintained an underweight to credit, which continued to detract from performance as spreads tightened. Performance trails the peer group over all measured periods and its Evaluation Methodology rank declined from 61 to 64. The Committee members in attendance agreed to maintain the fund on the Watch List, pending review of a Fund Search later in the meeting.

T. Rowe Price Blue Chip Growth was added to the Watch List in September 2022 due to underperformance and a manager change. In the June 2023 meeting, the Committee reviewed a Fund Search analysis and decided to retain the fund on the Watch List. Over the recent quarter and one-year period, the fund has shown significant improvement in its performance, consistently outperforming both the index benchmark and its category peers. Its overall Evaluation Methodology ranking score has also seen improvement since it was placed on the Watch List. Stock selection in the technology sector, most notably an underweight to Apple and an overweight to Nvidia, was a major contributor to performance during the quarter. Given the notable improvement in performance, the Committee members in attendance agreed to remove the fund from the Watch List.

Hartford International Opportunities was placed on the Watch List in December 2023 due to underperformance and a manager change. The fund's growth tilt was a benefit to performance over the last few quarters. During the reporting period, major contributors were an overweight to technology and an underweight to real estate.

The fund has outperformed its peers since the new manager took over in December 2023. BFSG brought a Fund Search with potential replacement options for the Committee's consideration. However, considering the fund's strong performance, the Committee members in attendance agreed to keep it on the Watch List to monitor performance under new management, deeming a review of the Fund Search unnecessary.

MFS International New Discovery has been on the Watch List since September 2021 due to management changes. In the September 2022 meeting, the Committee reviewed a Fund Search analysis and decided to retain the fund on the Watch List. Known for its defensively structured portfolio, the fund typically exhibits significantly lower volatility compared to its peers and performed competitively in recent down markets. During the reporting period, poor stock selection in industrials detracted from performance. The Committee members in attendance agreed to keep the fund on the Watch List to closely monitor its performance.

Other areas reviewed included performance of the T. Rowe Price Retirement series, the Plan's Target Date Models, and point-in-time Plan-level performance. It was noted that the Target Date Models were updated in late-March 2024.

In-Plan Roth Conversion Feature: The Committee discussed the possible addition of a Roth conversion feature to the 457(b) Plan. This feature would allow both active and terminated employees to convert their pre-tax money into a Roth source within the Plan. Ms. Braun-Ward highlighted the benefits, including potential tax-free growth and tax-free withdrawals in retirement, providing tax diversification. However, the amount converted is subject to federal income tax in the year of conversion. Empower's call center and website will inform employees of the tax consequences. Considering employee interest, the Committee members in attendance agreed to add the in-Plan Roth conversion feature for rollovers and transfers.

Fund Search Analysis: For the Committee's consideration, BFSG prepared a Fund Search consisting of current options and available alternatives in the Intermediate Core-Plus category, including the current option, Metropolitan West Total Bond. Each investment option was reviewed in accordance with the Plan's Investment Policy Statement criteria, which encompasses performance, risk-adjusted performance, style consistency, expense, and qualitative factors.

BFSG discussed the fund performance in detail, noting that the Metropolitan West Total Bond fund underperformed its peers on a year-to-date basis. After thorough consideration, the Committee members in attendance agreed to keep the fund on the Watch List and to revisit the Fund Search for this category at the next meeting.

Target Date Models: The Committee members in attendance agreed to add the Target Date Models to the District's 401(a) Plan.

Discussion and Consideration to Add Empower's Advice and Managed Accounts Service: The Committee revisited prior discussions regarding the potential inclusion of Empower's point-in-time fiduciary advice and managed accounts service in the Plan. Ms. Braun-Ward recapped the benefits of adding these services. After discussion, the Committee members in attendance asked Ms. Braun-Ward to bring additional demographics data to the next meeting for the Committee's consideration.

BFSG Participant Education Update: On March 14, 2024, BFSG conducted a webinar for District employees titled "Behavioral Finance," which was attended by 39 employees. Another webinar titled "Retirement Income Needs" was held on May 15, 2024, with 40 employees in attendance. The next webinar, "Expense & Debt Management," is scheduled for August 22, 2024. As of the date of this meeting, BFSG's Certified Financial Planner, Keith Johnson, has conducted 17 one-on-one consultations and delivered 6 comprehensive financial plans.

Quarterly Review 457 and 401(a) Plans: Ms. Braun-Ward briefly reviewed the 457(b) Plan Review report for the quarter ending March 31, 2024. The review covered various aspects, including Plan assets, demographics, cash flow, asset allocation, savings and deferral rates, participation, loan utilization, and the utilization of Empower's Lifetime Income Score tool.

Empower's 401(a) Plan Review report was also presented to the Committee.

Expense Budget Account Quarterly Activity Review: The Committee reviewed the accounting activity report for the Plan Expense Budget account.

SETTLOR AGENDA

None

OTHER MATTERS:

Public Comments – There were no public comments.

Other Business – There was no other business.

Adjournment - The meeting adjourned at 1:50 p.m.

BOARD MEETING DATE: January 10, 2025

AGENDA NO.

PROPOSAL: Establish Rule 2305 Penalty Special Revenue Fund

SYNOPSIS: Assembly Bill 98, approved by the Governor on September 29, 2024, requires South Coast AQMD to receive community input on how penalties assessed and collected for violations of the Warehouse Indirect Source Rule (Rule 2305) are spent. This action will establish a special revenue fund to hold penalty funds from Rule 2305 violations received on or after January 1, 2025, including interest earnings from these penalties.

COMMITTEE: Administrative, December 13, 2024; Recommended for Approval

RECOMMENDED ACTIONS:

1. Establish Rule 2305 Penalty Special Revenue Fund (91); and
2. Authorize the Executive Officer to recognize upon receipt penalty funds from Rule 2305 violations received on or after January 1, 2025, including interest earnings from these penalties, into Rule 2305 Penalty Special Revenue Fund (91).

Wayne Natri
Executive Officer

VW:SR

Background

Assembly Bill 98, approved by the Governor on September 29, 2024, requires South Coast AQMD to establish a process for receiving community input on how penalty funds from Rule 2305 – Warehouse Actions and Investments to Reduce Emissions (WAIRE) violations should be spent. South Coast AQMD must ensure a wide range of community groups are included in this process and that the groups represent the geographic areas where there are high numbers of warehouse facilities. The establishment of a special revenue fund is needed to receive, hold and track the penalty funds upon receipt on or after January 1, 2025.

Proposal

This Board action will establish the Rule 2305 Penalty Special Revenue Fund to hold the penalty funds from Rule 2305 violations received on or after January 1, 2025, including any interest earned from these penalties, and authorize the Executive Officer to receive Rule 2305 penalty funds upon receipt.

The penalty funds will be recorded and tracked in Rule 2305 Penalty Special Revenue Fund. Staff will setup a process to receive community input before returning to the Board with any expenditure recommendations. The Board will retain its authority on how to ultimately spend the penalty funds after receiving community input.

Resource Impacts

Penalty funds from Rule 2305 violations received on or after January 1, 2025, and the interest earned from these penalties, will be recorded and tracked in Rule 2305 Penalty Special Revenue Fund (91) for future Board-approved actions.

BOARD MEETING DATE: January 10, 2025

AGENDA NO.

PROPOSAL: Adopt Resolution per AB 2522 (Carillo) to Increase Governing Board Member Compensation, Appropriate Funds from Undesignated Fund Balance, and Transfer funds Between Major Objects

SYNOPSIS: AB 2522 (Carillo) sponsored by South Coast AQMD was chaptered into state law to increase local air district board per diem and to provide an annual increase effective on January 1, 2026. This action is to adopt a resolution per AB 2522 (Carillo) to increase Governing Board Member compensation from \$100 to up to \$200 for each day, or portion thereof, but not to exceed \$2,000 per month for specified business on behalf of South Coast AQMD. Appropriate \$78,000 from Undesignated (Unassigned) Fund Balance for the increase in Governing Board Member compensation. Also, transfer \$87,173 between Major Objects in the Governing Board FY 2024-25 Budget to realign expenditures for San Bernardino County Board Consultants/Assistants contracts.

COMMITTEE: Administrative, December 13, 2024; Recommended for Approval

RECOMMENDED ACTIONS:

1. Adopt the attached Resolution to implement Assembly Bill 2522 which increases South Coast AQMD Board Member compensation.
2. Appropriate \$78,000 from the General Fund Undesignated (Unassigned) Fund Balance to the Governing Board's FY 2024-25 Budget, Services & Supplies Major Object for the increase in South Coast AQMD Board Member compensation; and
3. Transfer \$87,173 from Salaries and Employee Benefits Major Object to the Services and Supplies Major Object in the Governing Board FY 2024-25 Budget (Org. 02) for San Bernardino County Board Consultants/Assistants contracts.

Wayne Nastri
Executive Officer

Background

Compensation for local air district Board Members was established over three decades ago for most agencies and did not include adjustments for inflation. The per diem for South Coast AQMD Board Members (Board) was set in 1987 at \$100 per day. This level of financial compensation is not commensurate with the level of work and time needed to serve on a local air agency Board. Inadequate compensation for Board Members may also serve as a barrier to a diverse pool of candidates.

South Coast AQMD sponsored AB 2522 (Carrillo) to increase the per diem for boards of local air districts including our agency, San Diego County Air Pollution Control District, Bay Area Air Quality Management District, Sacramento Metropolitan Air Quality Management District, and unified district's governing boards. The bill also included an annual increase to account for inflation as determined by the California Consumer Price Index which would take effect beginning January 1, 2026.

On September 22, 2024, AB 2522 was enacted into state law, Chapter 406, Statutes of 2024.¹ The law requires a local air district board to pass a resolution to increase the per diem rate and to allow for annual cost-of-living adjustments. Attachment B is a copy of AB 2522 (Chapter 406, Statutes of 2024).

The San Bernardino County Board Member consultants/assistants are employees of the county, and the county is reimbursed for the cost of their services through a contract.

Proposal

This action is to adopt a resolution authorizing the increase in Governing Board Member per diem from \$100 to \$200 per day, or portion thereof, but not to exceed \$2,000 per month, while attending meetings of the South Coast AQMD Board or any committee or advisory group thereof or, upon authorization of the South Coast AQMD Board, while on official business of South Coast AQMD, and the actual and necessary expenses incurred in performing the Board Member's official duties.

In addition, staff is recommending to appropriate \$78,000 from the General Fund Undesignated (Unassigned) Fund Balance to the Governing Board's FY 2024-25 Budget, Services & Supplies Major Object for the increase in South Coast AQMD Board Member compensation per AB 2522 (Chapter 406, Statutes of 2024).

A transfer of \$87,173 from Salaries and Employee Benefits Major Object to the Services and Supplies Major Object in the Governing Board FY 2024-25 Budget is

¹ AB 2522 (Chapter 406, Statutes of 2024), Amended Health & Safety Code relevant to South Coast AQMD: 40426 and 40982, https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240AB2522

needed to reimburse San Bernardino County for the San Bernardino County Board Consultants/Assistants contracts.

Resource Impacts

Sufficient funding is available in the General Fund Undesignated (Unassigned) Fund Balance. Funding for future Fiscal Years will be requested in the annual budget. In addition, sufficient funds are available in the Governing Board FY 2024-25 salaries and employee benefits budget for the transfer of funds for the San Bernardino County Board Consultants/Assistants contracts.

Attachment
Resolution
AB 2522

Attachment A

RESOLUTION NO. 25 - XX

A Resolution of the South Coast Air Quality Management District Governing Board to approve an increase in Board per diem to \$200 per day, or portion thereof, not to exceed \$2,000 per month while attending meetings of the south coast district board or any committee thereof or, upon authorization of the South Coast AQMD, while on official business of the South Coast AQMD, and the actual and necessary expenses incurred in performing the member's official duties.

WHEREAS, South Coast AQMD Governing Board per diem has not been adjusted since 1987 which does not reflect financial compensation for the work and commitment required to serve;

WHEREAS, the lack of financial compensation could pose as a barrier to diverse candidates who might serve;

WHEREAS, AB 2522 was chaptered into law (Chapter 406, Statutes of 2024) authorizing the South Coast AQMD Governing Board to increase per diem as of January 1, 2025, and to provide for an annual cost-of-living increase as of January 1, 2026;

NOW THEREFORE, BE IT RESOLVED, that South Coast AQMD Board hereby approves an increase of Governing Board per diem to \$200 per day, or a portion thereof, not to exceed \$2,000 per month in accordance with AB 2522 (Chapter 406, Statutes of 2024);

BE IT RESOLVED FURTHER, that the Clerk of the Boards of South Coast AQMD, by the signature of such Clerk of the Boards, be, and the same hereby is, authorized to attest to the execution by South Coast AQMD of the documents signed pursuant to this resolution, and to certify adoption of this resolution.

BET IT FURTHER RESOLVED that the Executive Officer and Chief Financial Officer are authorized and directed to take all steps necessary to carry out this Resolution.

DATE: _____

CLERK OF THE BOARDS

Assembly Bill No. 2522

CHAPTER 406

An act to amend Sections 40100.6, 40154, 40227, 40426, and 40982 of the Health and Safety Code, relating to air districts.

[Approved by Governor September 22, 2024. Filed with
Secretary of State September 22, 2024.]

LEGISLATIVE COUNSEL'S DIGEST

AB 2522, Wendy Carrillo. Air districts: governing boards: compensation.

Existing law provides for the creation of the South Coast Air Quality Management District in those portions of the Counties of Los Angeles, Orange, Riverside, and San Bernardino included within the area of the South Coast Air Basin, as specified. Existing law provides that the south coast district is governed by a district board consisting of 13 members and that each member of the board shall receive compensation of \$100 for each day, or portion thereof, but not to exceed \$1,000 per month, while attending meetings of the board or any committee thereof or, upon authorization of the board, while on official business of the district, and the actual and necessary expenses incurred in performing the member's official duties.

This bill would raise the limits of the above-described compensation each member of the board receives to up to \$200 for each day, or portion thereof, but not to exceed \$2,000 per month, as specified. The bill would provide that the compensation of each member of the board may be increased beyond this amount by the board at an open regular meeting, as specified.

Existing law provides for the San Diego County Air Pollution Control District to have a governing board of 11 members, including 3 public members that receive compensation of \$100 for each day, or a portion thereof, but not to exceed \$1,000 per month, while attending meetings of the district governing board or any committee of the district governing board or, upon authorization of the district governing board, while on official business of the San Diego County Air Pollution Control District, and the actual and necessary expenses incurred in performing the member's official duties.

This bill would raise the limits of the above-described compensation to up to \$200 for each day, or a portion thereof, not to exceed \$2,000 per month, as specified, and would require that each member of the governing board receive the compensation. The bill would provide that the compensation of each member of the district governing board may be increased beyond this amount by the district governing board at an open regular meeting, as specified.

Existing law provides that the bay district board is the governing body of the Bay Area Air Quality Management District. Existing law requires

that each member of the bay district board receive actual and necessary expenses incurred in the performance of board duties. Existing law authorizes each member to receive compensation, to be determined by the bay district board, not to exceed \$100 for each meeting and not to exceed \$200 per day for attending a meeting of, or any committee meeting of, the bay district board, or, upon authorization of the bay district board, attending a meeting while on official business of the bay district. Existing law prohibits the compensation from exceeding \$6,000 in any one year.

This bill would provide that each member of the bay district board is entitled to reimbursement of actual and necessary expenses incurred in the performance of board duties. The bill would raise the limits of the above-described compensation to not exceed \$200 per day, not exceed \$2,000 per month, and not exceed \$24,000 in any one year. The bill would authorize the compensation of each member of the bay district board to be increased beyond this amount by the bay district board at an open regular meeting, as specified.

Existing law requires that the Sacramento Metropolitan Air Quality Management District, at a minimum, be governed by a district board composed of the Board of Supervisors of the County of Sacramento. Existing law requires each member of the Sacramento district board to receive actual and necessary expenses incurred in the performance of board duties, and authorizes compensation, to be determined by the Sacramento district board, not to exceed \$100 for each day attending the meetings of the district board and committee meetings thereof, or upon authorization of the district board, while on official business of the Sacramento district. Existing law prohibits the compensation from exceeding \$6,000 in any one year.

This bill would authorize members to receive compensation for their service, as determined by the district board at an open regular meeting, not to exceed \$200 per day of attending board and committee meetings, or for conducting official business as authorized by the board. The bill would prohibit the compensation from exceeding \$12,000 in any one year. The bill would authorize the district board, by resolution adopted at an open regular meeting, to increase the amount of compensation provided not more than once every 12 months, as specified.

Existing law authorizes the board of supervisors of any county, by a vote of its members, to form a unified air pollution control district with other counties, upon ratification by the boards of supervisors, with membership from each county, as specified. Existing law requires each member of the unified district board, upon adoption of a resolution, to receive the actual and necessary expenses incurred in the performance of their duties, plus a compensation of \$100 for each day attending the meetings of the unified district board or any committee of the unified district board or, upon authorization by the unified district board, while engaged in official business of the unified district. Existing law prohibits the compensation from exceeding \$3,600 in any one year.

This bill would require the resolution be adopted at an open regular meeting and would raise the above-described compensation limits to up to

\$200 for each day. The bill would prohibit the compensation from exceeding \$7,200 in any one year. The bill would authorize the compensation of each member of a unified district board to be increased beyond this amount by the unified district board at an open regular meeting, as specified.

This bill would prohibit the above-described district boards from providing for automatic future increases in compensation for their members.

This bill would make legislative findings and declarations as to the necessity of a special statute for the boards.

The people of the State of California do enact as follows:

SECTION 1. Section 40100.6 of the Health and Safety Code is amended to read:

40100.6. (a) The 11 members of the San Diego County Air Pollution Control District governing board shall be appointed as follows:

(1) (A) Two members representing the board of supervisors as appointed by a majority of the board of supervisors.

(B) One of the two members representing the board of supervisors pursuant to subparagraph (A) shall be the member of the board of supervisors who is currently serving as the San Diego County Air Pollution Control District's member on the state board, as required pursuant to paragraph (4) of subdivision (d) of Section 39510. That member of the board of supervisors shall continue to serve as one of the two members of the San Diego Air Pollution Control District pursuant to subparagraph (A) until that member is no longer the San Diego County Air Pollution Control District's member on the state board.

(2) The mayor or a city council member at large from the City of San Diego.

(3) (A) One city council member from each of the five supervisorial districts. Those five members shall be selected by city selection committees representing the cities of that supervisorial district.

(B) A city shall not have more than two members.

(4) Three public members shall be appointed by the members appointed pursuant to paragraphs (1) to (3), inclusive, at a public hearing. The public members shall be appointed according to the following:

(A) One public member shall be a physician or public health professional actively practicing within the boundaries of the San Diego County Air Pollution Control District. The member's specialty shall be in the health effects of air pollution on vulnerable populations.

(B) One public member shall be a person representing environmental justice interests and who works directly with communities within the boundaries of the San Diego County Air Pollution Control District that are most significantly burdened by, and vulnerable to, high levels of pollution, including communities with diverse racial and ethnic populations and communities with low-income populations. This member may be a resident of that community and have a demonstrated record of community leadership.

(C) One public member shall be a person with a scientific or technical background in air pollution, such as an environmental engineer, chemist, meteorologist, or air pollution specialist.

(b) All members shall be appointed on the basis of their demonstrated interest and proven ability in the field of air pollution control and their understanding of the needs of the general public in connection with the air pollution problems of the San Diego Air Basin.

(c) All members shall reside within the boundaries of the San Diego County Air Pollution Control District.

(d) Each member of the San Diego County Air Pollution Control District shall serve a four-year term and until that member's successor is appointed.

(e) (1) Each member of the San Diego County Air Pollution Control District governing board shall receive compensation of up to two hundred dollars (\$200) for each day, or a portion thereof, but not to exceed two thousand dollars (\$2,000) per month, while attending meetings of the district governing board or any committee of the district governing board or, upon authorization of the district governing board, while on official business of the San Diego County Air Pollution Control District, and the actual and necessary expenses incurred in performing the member's official duties. An increase in compensation to an amount greater than one hundred dollars (\$100) for each day or one thousand dollars (\$1,000) per month shall be approved by the district governing board at an open regular meeting.

(2) The compensation of each member of this district governing board may be increased beyond the amount provided in paragraph (1) by the district governing board at an open regular meeting by an amount not to exceed the greater of either of the following:

(A) An amount equal to 5 percent for each calendar year from the operative date of the last adjustment of the compensation.

(B) Beginning January 1, 2025, an amount not to exceed 10 percent for each calendar year that is equal to the annual change in inflation as determined by the California Consumer Price Index.

(3) The district governing board shall not provide for automatic future increases in compensation for its members.

(f) (1) A vacancy on the San Diego County Air Pollution Control District governing board shall be filled by appointment in the same manner as the vacating member was appointed.

(2) A member of the San Diego County Air Pollution Control District governing board may be removed at any time in the same manner as the member was appointed.

(g) (1) The San Diego County Air Pollution Control District governing board shall consult with the United States Navy, the United States Marine Corps, and the United States Coast Guard on all permitting, rules, regulations, and planning issues that have the potential to impact the mission of the United States Navy, the United States Marine Corps, and the United States Coast Guard.

(2) The San Diego County Air Pollution Control District governing board shall designate one member appointed pursuant to paragraph (1) of

subdivision (a) to serve as the liaison to the United States Navy, the United States Marine Corps, and the United States Coast Guard. The liaison shall report to the San Diego County Air Pollution Control District governing board as necessary to inform the governing board of any issues with the activities described in paragraph (1) and of any potential resolution to those issues.

SEC. 2. Section 40154 of the Health and Safety Code is amended to read:

40154. (a) Each member of the unified district board shall, upon the adoption of a resolution by the unified district board at an open regular meeting, receive the actual and necessary expenses incurred in the performance of their duties, plus a compensation of up to two hundred dollars (\$200) for each day attending the meetings of the unified district board or any committee of the unified district board or basin control council or, upon authorization by the unified district board, while engaged in official business of the unified district, but that compensation shall not exceed seven thousand two hundred dollars (\$7,200) in any one year.

(b) The compensation of each member of the unified district board may be increased beyond the amount provided in this section by the unified district board at an open regular meeting, but the amount of the increase shall not exceed the greater of either of the following:

(1) An amount equal to 5 percent for each calendar year from the operative date of the last adjustment of the compensation.

(2) Beginning January 1, 2025, an amount not to exceed 10 percent for each calendar year that is equal to the annual change in inflation as determined by the California Consumer Price Index.

(c) The unified district board shall not provide for automatic future increases in compensation for its members.

SEC. 3. Section 40227 of the Health and Safety Code is amended to read:

40227. (a) Each member of the bay district board is entitled to reimbursement for actual and necessary expenses incurred in the performance of board duties.

(b) Each member of the bay district board may receive compensation, to be determined by the bay district board subject to subdivision (c), for any of the following:

(1) Attending a meeting of the bay district board or a committee of the bay district board.

(2) Attending a meeting, upon authorization of the bay district board, or a committee of the bay district board with delegated authority to provide authorization on behalf of the bay district board, while on official business of the bay district.

(3) Active transportation travel to a meeting described in paragraph (1) or (2).

(c) (1) The compensation provided for attending meetings pursuant to paragraph (1) or (2) of subdivision (b) shall not exceed two hundred dollars (\$200) per day and shall not exceed two thousand dollars (\$2,000) per month.

(2) The compensation provided for active transportation travel pursuant to paragraph (3) of subdivision (b) may be calculated on a per mile basis or at a fixed daily, weekly, monthly, or annual rate, and may consider benefits to using active transportation travel, including, but not limited to, reduced traffic, improved health outcomes, and reduced air pollution.

(3) The compensation provided pursuant to subdivision (b) shall not exceed twenty-four thousand dollars (\$24,000) in any one year.

(4) The compensation of each member of the bay district board may be increased above the amounts provided in this section by the bay district board at an open regular meeting, but the amount of the increase shall not exceed the greater of either of the following:

(A) An amount equal to 5 percent for each year that has passed since the operative date of the last adjustment of the compensation.

(B) Beginning January 1, 2025, an amount not to exceed 10 percent for each calendar year that is equal to the annual change in inflation as determined by the California Consumer Price Index.

(5) The bay district board or any ordinance shall not provide for automatic future increases in compensation for its members.

(d) Compensation pursuant to this section shall be fixed by ordinance. Any change to this ordinance shall be adopted at an open regular meeting of the bay district board.

(e) For the purposes of this section, "active transportation travel" means walking, bicycling, and other forms of transportation that the bay district board has found reduce traffic, improve health outcomes, and reduce air pollution.

SEC. 4. Section 40426 of the Health and Safety Code is amended to read:

40426. (a) Each member of the south coast district board shall receive compensation of up to two hundred dollars (\$200) for each day, or portion thereof, but not to exceed two thousand dollars (\$2,000) per month, while attending meetings of the south coast district board or any committee thereof or, upon authorization of the south coast district board, while on official business of the south coast district, and the actual and necessary expenses incurred in performing the member's official duties. An increase in compensation to an amount greater than one hundred dollars (\$100) for each day or one thousand dollars (\$1,000) per month shall be approved by the south coast district board at an open regular meeting.

(b) The compensation of each member of the south coast district board may be increased beyond the amount provided in this section by the south coast district board at an open regular meeting, but the amount of the increase shall not exceed the greater of either of the following:

(1) An amount equal to 5 percent for each calendar year from the operative date of the last adjustment of the compensation.

(2) Beginning January 1, 2025, an amount not exceeding 10 percent for each calendar year that is equal to the annual change in inflation as determined by the California Consumer Price Index.

(c) The south coast district board shall not provide for automatic future increases in compensation for its members.

SEC. 5. Section 40982 of the Health and Safety Code is amended to read:

40982. (a) Each member of the Sacramento district board shall receive actual and necessary expenses incurred while performing board duties. In addition, members may receive compensation for their service, as determined by the Sacramento district board at an open regular meeting. The compensation shall not exceed two hundred dollars (\$200) per day of attending board and committee meetings, or for conducting official business as authorized by the board. However, the compensation shall not exceed twelve thousand dollars (\$12,000) in any one year.

(b) The Sacramento district board may, by resolution adopted at an open regular meeting, increase the amount of compensation provided by this section not more than once every 12 months. An increase in compensation shall be in an amount equal to the percent change in the California Consumer Price Index for the most recent calendar year, rounded to the nearest one-tenth of 1 percent, except that if that change is greater than 10 percent, the increase in compensation shall be no more than 10 percent.

(c) The Sacramento district board shall not provide for automatic future increases in compensation for its members.

SEC. 6. The Legislature finds and declares that a special statute is necessary and that a general statute cannot be made applicable within the meaning of Section 16 of Article IV of the California Constitution because of the need to modernize the decades old nominal compensation structure unique to the Bay Area Air Quality Management District board, the Sacramento Metropolitan Air Quality Management District board, the San Diego Air Pollution Control District board, the South Coast Air Quality Management District board, and unified district governing boards to ensure board members are adequately compensated for the important public service they perform.

BOARD MEETING DATE: January 10, 2025

AGENDA NO.

PROPOSAL: Establish a List of Prequalified Counsel to Represent and Advise SCAQMD on Legal Matters Related to Environmental Law and General Governmental Matters.

SYNOPSIS: On June 7, 2024 the Board approved issuance of an RFP to pre-qualify outside counsel having expertise in the California Environmental Quality Act, South Coast AQMD rulemaking and planning procedures, administrative law, general governmental law, and related issues for the South Coast AQMD. The evaluation of responding firms has been completed. This action is to establish a list of prequalified counsel to represent South Coast AQMD in environmental law matters and general governmental matters.

COMMITTEE: Administrative, December 13, 2024; Recommended for Approval

RECOMMENDED ACTIONS:

1. Approve the firms: Shute, Mihaly & Weinberger, LLP; Best Best & Kreiger LLP; and Woodruff & Smart, as prequalified law firms having expertise in the California Environmental Quality Act, South Coast AQMD rulemaking and planning procedures, issues relating to statute and rule interpretation, air quality laws, the Brown Act, administrative law, representation of government agencies, constitutional issues, general governmental matters, and complex environmental litigation, that General Counsel may use to represent the South Coast AQMD in future litigation and for advice.
2. Authorize the Executive Officer to execute contracts with any of the above-named firms, as the need arises, for a total not to exceed amounts authorized in the budget or by subsequent Board action annually for up to three years.

Wayne Nastri
Executive Officer

BTG:lal

Background

On June 7, 2024, the Board approved issuance of an RFP for the South Coast AQMD General Counsel to solicit proposals from outside litigation counsel having particular expertise and experience in the California Environmental Quality Act, South Coast AQMD rulemaking and planning procedures, issues relating to statute and rule interpretation, air quality laws, administrative law, representation of government agencies, constitutional issues, the Brown Act, general governmental matters, and complex environmental litigation. In the past, the South Coast AQMD has faced, and likely will face in the future, litigation and other matters requiring such specialized expertise. A rapid response is needed in such situations, and it is not possible to go through the RFP process as new cases arise. Establishing a prequalified list ensures that South Coast AQMD can quickly select counsel for representation as needed.

Outreach

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the RFP and inviting bids was published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County's Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin. Also, potential bidders were notified by sending notification to various individual law firms and bar associations.

Additionally, potential bidders may have been notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFP has been e-mailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations, and placed on the Internet at South Coast AQMD's website (<http://www.aqmd.gov>).

Evaluation

Bid responses were received from eight (8) law firms. A summary of the responses is provided in Attachment A. An evaluation panel was convened to evaluate proposals for the General Counsel's office. The South Coast AQMD panel consisted of three South Coast AQMD attorneys.

Proposal

Establish the following list, valid from January 10, 2025 through December 31, 2027, of prequalified outside counsel for advice and representation in areas related to environmental law and general governmental law:

Shute, Mihaly & Weinberger, LLP
Best Best & Kreiger LLP
Woodruff & Smart

Resource Impacts

Sufficient funds exist in the annual budget for fiscal year 2024-25 and the proposed budget for 2025-26 for outside counsel, which may be allocated to one or more selected contractors as the need arises based on future litigation, the availability of counsel, and the needs of the South Coast AQMD. Selection may also be made for occasional assignments in subject areas of the firms' expertise that do not involve litigation.

Attachment

A – Summary of Responses to RFP #2024-12

**RFP # 2024-12
 SCORES AND COSTS MATRIC FOR
 QUALIFYING FIRMS**

FIRM NAME	TECHNICAL SCORE	COST SCORE	ADDITIONAL POINTS	TOTAL SCORES	COST (HIGHEST HOURLY RATE)
Shute, Mihaly & Weinberg	70	27.2		97.2	\$465
Best, Best & Krieger	64	30		94	\$425
Woodruff & Smart	65	24.7		89.7	\$500
Halpern May	59	12.7	10	71.7	\$670

BOARD MEETING DATE: January 3, 2025

AGENDA NO.

PROPOSAL: Execute Contract for Biennial Audit of Motor Vehicle Registration Revenues for FYs 2021-22 and 2022-23

SYNOPSIS: Health and Safety Code Section 44244.1 requires any agency receiving fee revenues pursuant to Section 44243 or 44244 to be subject to an audit of each program or project funded at least once every two years. On September 6, 2024, the Board approved the release of an RFP to select an auditor to perform the biennial audit for FYs 2021-22 and 2022-23. This action is to award a contract to Simpson & Simpson, Certified Public Accountants.

COMMITTEE: Administrative, December 13, 2024; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Chair to execute a contract with Simpson & Simpson, Certified Public Accountants for performance of the biennial audit of Motor Vehicle Registration revenues for FYs 2021-22 and 2022-23 at a total cost not to exceed \$148,210. Sufficient funding is included in FY 2024-25 General Fund budget.

Wayne Natri
Executive Officer

SJ:JK:KS

Background

AB 2766, chaptered into law as Health and Safety Code Sections 44220-44247, was enacted to authorize air pollution control districts to impose fees on motor vehicles. Fees are expended on mobile source air pollution reduction measures pursuant to the California Clean Air Act of 1988 or South Coast AQMD AQMP pursuant to Article 5 of Chapter 5.5 of Part 3 of the California Health and Safety Code. Health and Safety Code Section 44244.1(a) states, “any agency receiving fee revenues pursuant to Section 44243 or 44244 shall, at least once every two years, be subject to an audit of each program or project funded. The audit is to be conducted by an independent auditor selected by South Coast AQMD in accordance with Division 2 (commencing with

Section 1100) of the Public Contract Code.” Audit program guidelines for local government recipients of fee revenues under Health and Safety Code Sections 44220-44247 were prepared by South Coast AQMD with input from the Technical Advisory Committee Audit Subcommittee of the Interagency AQMP Implementation Committee (IAIC), representatives of the Finance Committee of the League of California Cities, and Certified Public Accounting (CPA) firms whose clients include local governments. These audit guidelines were approved by the IAIC and MSRC. The Board approved the audit guidelines on December 4, 1992, and approved revisions on January 13, 1995 and August 1, 2003. This is the fifteenth biennial audit of these fee revenues and covers FYs 2021-22 and 2022-23.

Proposal

On September 6, 2024, the Board approved an RFP to conduct the biennial audit of recipients of AB 2766 fee revenues. The audit will cover recipients in all three segments of the AB 2766 fee distribution to determine whether the fee revenues collected in FYs 2021-22 and 2022-23 were spent on the reduction of pollution from motor vehicles. The primary purpose of the audit is to set forth an opinion regarding the propriety of the expenditures incurred, not the degree of efficacy in reducing air pollution.

Outreach

In accordance with South Coast AQMD’s Procurement Policy and Procedure, a public notice advertising the RFP and inviting bids was published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County Press Enterprise newspapers to leverage the most cost-effective method of outreach to South Coast Basin.

Additionally, potential bidders were notified utilizing South Coast AQMD’s own electronic listing of certified minority vendors. Notice of the RFP was e-mailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations and placed on South Coast AQMD’s website (<http://www.aqmd.gov>) where it could be viewed by making the selection “Grants & Bids.”

Bid Evaluation

South Coast AQMD received two proposals from CPA firms that are qualified to perform audits in the State of California. All the proposals were received by the 2:00 p.m., November 7, 2024 deadline and were evaluated by a technically qualified panel in accordance with criteria contained in the RFP.

Panel Composition

The panel convened to evaluate the proposals consisted of two Local Government Finance Managers, a South Coast AQMD Financial Services Manager and a South Coast AQMD Financial Analyst.

Both proposals received were rated technically qualified to perform the audit of the AB 2766 program and were scored for cost. The evaluation results for the two proposals are:

BIDDER	TECHNICAL SCORE	BID AMOUNT	COST	SMALL/ LOCAL BUSINESS	TOTAL POINTS	OVERALL RANK
Simpson & Simpson, Certified Public Accountants	68.3	\$148,210	29.3	15	112.6	1 st
BCA Watson Rice, LLP	66.3	\$144,960	30	15	111.3	2 nd

The selection criteria used to rank the proposals included responsiveness to the RFP; technical expertise; qualifications and experience; past performance; cost; and small business/small business joint venture/disabled veteran business enterprise/disabled veteran business enterprise joint venture/ disabled veteran business enterprise/small business subcontractors/local business designation (non-EPA). Based on the panel’s assessment of the criteria, Simpson & Simpson, Certified Public Accountants was selected to be recommended to the Board.

Resource Impacts:

The maximum audit cost is \$148,210. The total audit costs will be borne by the entities being audited as follows:

- The cost of the audit of South Coast AQMD's portion of motor vehicle registration revenues is \$3,950. Sufficient funds are included in the FY 2024-25 Budget;
- The cost of the audit of ten projects of the Mobile Source Air Pollution Reduction Trust Fund is \$8,500 and shall be deducted from the FY 2024-25 revenues subvended to the Mobile Source Air Pollution Reduction Review Committee; and
- The total cost of 56 financial audits and 66 compliance audits of local governments is up to a maximum of \$135,760. This cost will be borne by the entities being audited in the manner set forth in the audit program guidelines and will be deducted from quarterly fee revenues prior to distribution.

BOARD MEETING DATE: January 10, 2025

AGENDA NO.

PROPOSAL: Recognize Revenue, Appropriate Funds, Issue Solicitations and Purchase Orders for Air Monitoring Equipment and Execute Contract

SYNOPSIS: South Coast AQMD previously received a Federal grant award from U.S. EPA under the American Rescue Plan and is expected to receive funds under the Inflation Reduction Act. This action is to recognize up to \$1,245,708 and appropriate these funds into the Monitoring and Analysis FY 2024-25, FY 2025-26 and/or FYs 2024-29 Budgets, issue solicitations and purchase orders for air monitoring equipment, issue an RFP in an amount up to \$600,000, and execute a contract for the development of an Air Monitoring Equipment Testing and Education Center in Diamond Bar.

COMMITTEE: Administrative, December 13, 2024; Recommended for Approval

RECOMMENDED ACTIONS:

1. Recognize revenue up to \$35,000 from U.S. EPA for the American Rescue Plan (ARP) and appropriate the funds into Monitoring and Analysis FY 2024-25 and/or 2025-26 Budgets (Org 47) as detailed in Attachment 1;
2. Recognize revenue up to \$1,210,708 upon receipt from U.S. EPA for the Inflation Reduction Act (IRA) and appropriate the funds into the Monitoring and Analysis FYs 2024-29 Budgets (Org 47) as detailed in Attachment 2;
3. Authorize the Procurement Manager, in accordance with South Coast AQMD's Procurement Policy and Procedure, to issue solicitations, as needed, and based on results, issue purchase orders for the items listed in Table 1; and
4. Authorize the Procurement Manager, in accordance with South Coast AQMD's Procurement Policy and Procedure, to issue an RFP in an amount up to \$600,000, and based on results of the RFP, authorize the Executive Officer to execute a contract for the development of an Air Monitoring Equipment Testing and Education Center in Diamond Bar as listed in Table 2.

Wayne Natri
Executive Officer

Background

On July 7, 2021, U.S. EPA announced that it will make \$50 million in ARP funding available to improve ambient air quality monitoring for communities across the nation. U.S. EPA prioritized using funds to support PM2.5 equipment upgrades and maintenance, as this is expected to reduce the frequency of required field visits while allowing real-time data to continue to be available to the public.

On August 16, 2022, Congress passed the IRA, which included provisions for U.S. EPA to fund air monitoring network upgrades for state and local air pollution control agencies. This funding, distributed through a noncompetitive grant process, supports activities such as the operation of criteria pollutant air monitoring networks mandated under Section 103 of the Clean Air Act. This section authorizes U.S. EPA to provide grants for research and measurements related to the causes, effects, prevention and control of air pollution. To further support these efforts, U.S. EPA allocated an additional \$1,210,708 for the IRA program in Federal FY 2025, extending the grant period through Federal FY 2029.

Proposal

American Rescue Plan (FY 2024-25 and/or FY 2025-26)

U.S. EPA previously awarded Section 103 Grant funding under the ARP in an amount up to \$333,500. This action is to recognize and appropriate the remaining balance up to \$35,000 into the Monitoring and Analysis FY 2024-25 and/or 2025-26 Budget, as set forth in Attachment 1.

Inflation Reduction Act (FY 2024-29)

U.S. EPA IRA Grant award provides funding to maintain the South Coast AQMD's ambient air monitoring network and field and laboratory equipment support. This action is to recognize revenue upon receipt and appropriate up to \$1,210,708 from U.S. EPA into the Monitoring and Analysis FYs 2024-29 Budgets (Org 47), as set forth in Attachment 2.

Proposed Purchase through Solicitation Process or 'Prior Bid, Last Price'

Sulfur Dioxide Monitors

South Coast AQMD operates sulfur dioxide (SO₂) monitors in support of the criteria pollutant monitoring network. The current samplers are more than 15 years old and need replacement. The estimated cost for up to three SO₂ monitors is \$53,108 (see Table 1). The purchase will be made by "Prior Bid, Last Price" or through a solicitation process, as needed, followed by issuance of a purchase order.

Gas Diluters

South Coast AQMD operates 27 ozone and nitrogen dioxide sites in support of the criteria pollutant monitoring network. Daily precision zero and span audits of gas monitors are required to meet U.S. EPA quality assurance criteria. Gas dilution systems are necessary to provide a known concentration of gas standard required for quality control (QC) of air monitoring equipment. The current QC gas dilution systems are greater than 10 years old and no longer meet U.S. EPA QC requirements. The replacement gas diluters meet U.S. EPA requirements as outlined in the most recent ozone Technical Assistance Document. The estimated cost for up to seven gas diluters is \$187,600 (see Table 1). The purchase will be made by “Prior Bid, Last Price” or through a solicitation process, as needed, followed by issuance of a purchase order.

Proposed Contract through an RFP Process

Development of an Air Monitoring Equipment Testing and Education Center in Diamond Bar

Staff proposes issuing an RFP to solicit bids from contractors for the development of an Air Monitoring Equipment Testing and Education Center in Diamond Bar. This facility will be located at South Coast AQMD’s Diamond Bar headquarters and serve as both a public education center and an air monitor and sensor testing location. The RFP will include all necessary infrastructure development, such as planning, design, permitting, site preparation, hardscaping, electrical and data infrastructure and installation of a sampling platform. The site will support the assessment and calibration of FRM/FEM monitors and air quality sensors. Public access will be available, with a focus on engaging the public through interactive educational components that demonstrate sensor calibration and raise awareness about air quality. U.S. EPA will provide up to \$600,000 in grant funds to support the development of this facility at Diamond Bar (See Table 2).

Proposed Purchases through Sole Source Purchase Order

Agilaire 8872 Data Loggers

The South Coast AQMD air monitoring network operates 34 air monitoring sites utilizing data loggers as part of U.S. EPA minimum monitoring requirement to support compliance with NAAQS and emissions strategy development, and to provide real-time air pollution data to the public, CARB and U.S. EPA. The current data loggers are older than 15 years old and will no longer be supported by the manufacturer beyond the most recent Windows 10 upgrade. The technical specifications of the data loggers are proprietary and consistent with the existing South Coast AQMD air monitoring network. The approximate cost for up to 10 data loggers is \$140,000 (see Table 1).

Ion Chromatograph

This request is to replace South Coast AQMD’s PM Speciation Ion Chromatograph (IC), which has been in use for over 10 years and is no longer supported by the manufacturer. The IC is critical for supporting PM10, PM2.5 and the U.S. EPA Chemical Speciation Network. Replacing this equipment is vital to maintaining data

integrity and meeting U.S. EPA requirements. The estimated cost for an Ion Chromograph is \$80,000 (See Table 1).

Bid Evaluation

Proposals will be reviewed and evaluated by a panel consisting of three to five South Coast AQMD staff members familiar with relevant subject matter expertise. The panel will be appointed by the Executive Officer or their designee. At the discretion of the Executive Officer, the panel may also include external experts from the public sector or academic community to provide additional insight.

The panel will assess each proposal based on the evaluation criteria and numerical weightings outlined in the RFP. Each panel member's ratings will be given equal weight in the overall scoring process. Based on their evaluation, the panel will provide a recommendation for the final selection of a contractor.

Outreach

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the solicitations and inviting bids will be published in the local newspapers to leverage the most cost-effective method of outreach to the Basin.

Additionally, potential bidders may be notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFP will be emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations and placed on South Coast AQMD's website (<http://www.aqmd.gov>) where it can be viewed by making the selection "Grants & Bids." Information is also available on South Coast AQMD's bidders' 24-hour telephone message line (909) 396-2724.

Sole Source Justification

Section VIII.B.3 of the South Coast AQMD's Procurement Policy and Procedure identifies four major provisions under which a sole source award funded in whole or in part with federal funds, may be justified. Specifically, the request for sole source awards for the Agilaire 8872 data loggers and Thermo Electron North America Ion Chromatograph are made under provision VIII.B.3.a., the items are available only from a single source. Agilaire LLC is the only manufacturer who produces data loggers which work with the AirVision air quality data collection software with proprietary technology. South Coast AQMD uses the Agilaire, LLC AirVision software as the primary telemetry system for continuous measurements at all fixed air monitoring network sites. Thermo Electron North America is the only manufacturer of Ion Chromatographs that are compatible with existing instrumentation and software systems used by South Coast AQMD's laboratory.

Resource Impacts

U.S. EPA ARP and IRA grant funding will fully support the budgeted objectives of the programs.

Attachment

FY 2024-25 and/or FY 2025-26 Proposed ARP Expenditures

FYs 2024-29 Proposed IRA Expenditures

**Table 1
Proposed FYs 2024-29 Capital Outlays Major Object**

Description	Qty	Estimated Amount*	Contracting Method
Sulfur Dioxide Monitors	Up to 3	\$53,108	“Prior Bid, Last Price” or Solicitation Process
Gas Diluters	Up to 7	\$187,600	“Prior Bid, Last Price” or Solicitation Process
Agilaire 8872 Data Loggers	Up to 10	\$140,000	Sole Source
Ion Chromatograph	1	\$80,000	Sole Source
Total		\$460,708	

*Expenditures may be appropriated in Services and Supplies and/or Capital Outlays Major Object as warranted.

**Table 2
Proposed FYs 2024-29 Contract for IRA**

Description	Account	Estimated Amount*	Contracting Method
Development of Air Monitoring Equipment Testing and Education Center in Diamond Bar	67450	\$600,000	RFP
Total		\$600,000	

*Expenditures may be appropriated in Services and Supplies and/or Capital Outlays Major Object as warranted.

Attachment 1
FY 2024-25 and/or FY 2025-26 Proposed ARP Expenditures

Account Description	Account Number	Program Code	Estimated Expenditure
Services and Supplies Major Object:			
Maintenance of Equipment	67600	47241	\$25,000
Small Tools, Instruments, Equipment	68300	47241	\$10,000
Total Services and Supply:			\$35,000
Total Appropriation			\$35,000

**Attachment 2
FYs 2024-29 Proposed IRA Expenditures**

Account Description	Account Number	Program Code	Estimated Expenditure*
Services and Supplies Major Object:			
Professional and Special Services	67450	47242	\$750,000
Total Services and Supplies:			\$750,000**
Capital Outlay Major Object:			
Ion Chromatograph (1)	77000	47242	\$80,000
Sulfur Dioxide Monitors (up to 3)	77000	47242	53,108
Gas Diluters with Photometer (up to 7)	77000	47242	187,600
Agilaire 8872 Data Loggers (up to 10)	77000	47242	140,000
Total Capital Outlay:			\$460,708
Total			\$1,210,708

*Expenditures may be appropriated in Services and Supplies and/or Capital Outlays Major Object as warranted.

**\$150,000 of this amount will be allocated in a future board action.

BOARD MEETING DATE: January 10, 2025

AGENDA NO.

PROPOSAL: Amend Contract for Janitorial Services at Diamond Bar Headquarters

SYNOPSIS: In February 2022, the Board approved the execution of a 34-month contract for janitorial services with Santa Fe Janitorial Maintenance Services, Inc., with authority to extend the contract for two additional years. The contract is scheduled to expire on February 28, 2025. This action is to amend the contract to continue services through December 31, 2026, for a total amount not to exceed \$1,187,973. Funding has been included in the FY 2024-25 Budget and will be requested in successive fiscal years.

COMMITTEE: Administrative, December 13, 2024; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Executive Officer to amend the contract with Santa Fe Janitorial Maintenance Services, Inc. for janitorial services through December 31, 2026, in an amount not to exceed \$1,187,973, with the funding allocated as follows:

1. \$205,992 in FY 2024-25
2. \$637,399 in FY 2025-26
3. \$344,582 in FY 2026-27

Wayne Nastri
Executive Officer

AJO:VL:mc

Background

South Coast AQMD contracts with a firm to provide routine janitorial services and supplies, which includes cleaning the office space, laboratory, and conference center at Diamond Bar headquarters. In February 2022, after a competitive bid released under RFP #2022-06, the Board authorized the Executive Officer to execute a contract with Santa Fe Janitorial Maintenance Services, Inc. to provide these services through December 2024. The Board also approved an option to extend the contract for two additional years.

The Executive Officer executed a no-cost modification to extend the contract through February 28, 2025, to allow staff time to complete a thorough assessment of janitorial needs and the proposed costs, and to present a recommendation to the Board.

Proposal

Staff is requesting Board authority for the Executive Officer to exercise the option to extend the contract through December 31, 2026, and the approval of funding for the extension period. Santa Fe Janitorial Maintenance Services, Inc. has demonstrated a consistent ability to meet the high standards required for maintaining a clean and safe environment at the Diamond Bar headquarters. A contract extension would ensure the continuity of necessary services throughout the building, as well as maintain the high quality of cleaning provided by Santa Fe Janitorial Maintenance Services, Inc. to date.

In addition to routine janitorial services, South Coast AQMD occasionally requires special and/or emergency cleanup services. Such work includes, but is not limited to, power washing, clearing the parking lot, cleaning solar panels, and cleaning the roof. When requested, Santa Fe Janitorial Maintenance Services, Inc. has completed these services in a timely and effective manner.

Resource Impacts

Costs for the proposed contract amendment are allocated as follows: \$205,992 for FY 2024-25; \$637,399 for FY 2025-26; and \$344,582 for FY 2026-27. Sufficient funds in the amount of \$205,992 are available in the approved FY 2024-25 Budget. Subsequent funding will be requested in the budgets for each of the remaining fiscal years of the contract.

The annual costs listed above include an additional five percent beyond the costs submitted in the original proposal, in order to anticipate the costs of future extra or special services. This allocation is based on past costs incurred for such services.

BOARD MEETING DATE: January 10, 2025

AGENDA NO.

PROPOSAL: Amend FY 24-25 Budget by Adding and Deleting Positions Throughout the Agency to Address Operational Needs, Adopt a New Class Specification, Amend an Existing Class Specification and Appropriate Funds from Undesignated (Unassigned) Fund Balance

SYNOPSIS: This item is to amend the FY 2024-25 Budget to add and delete positions throughout the agency to address operational needs. This item is also to adopt a new Budget and Grants Manager class specification and to revise the existing Public Affairs Manager class specification. This action will result in an increased annual cost of \$2,200,425. Funding of \$733,475 for FY 2024-25 is available in the General Fund Undesignated (Unassigned) Fund Balance and will be requested in future budgets. Partial funding will be provided through administrative cost recovery for implementing State and federal grant programs.

COMMITTEE: Administrative, December 13, 2024; Recommended for Approval

RECOMMENDED ACTIONS:

1. Amend the FY 2024-25 Budget to add and delete positions, resulting in the addition of 11 net authorized/funded position(s), as set forth in Attachment A; and
2. Adopt a new Budget and Grants Manager class specification, as set forth in Attachment B, and add it to Section 53 (Table of Classes) of the Salary Resolution; and
3. Revise the existing Public Affairs Manager class specification, as set forth in Attachment C.
4. Appropriate \$733,475 from the General Fund Undesignated (Unassigned) Fund Balance into the FY 2024-25 General Fund Budget, Salaries and Employee Benefits Major Object.

Wayne Natri
Executive Officer

Background

Under the direction of the Executive Officer and the Chief Operating Officer, each division continually reviews and assesses staffing resources and functionality to determine whether changes should be made to increase efficiency and effectiveness of South Coast AQMD's current programs, as well as to address anticipated changes in the scope and implementation of programs or regulatory activities. In addition, potential staff changes are considered to establish measures to implement management's succession planning program. The annual budget reflects short- and long-term staffing allocations. Amendments to the FY 2024-25 fiscal year's budget are being proposed to address operational needs.

Proposal

Staff is recommending changes to the position allocation in the FY 2024-25 Budget. (See Attachment A). Positions are designated to be added or deleted to address current and future operational needs to support South Coast AQMD programs and regulatory activities.

Staff is proposing to add six positions to several divisions (TAO, LPAM, IM, FIN), including a new Budget and Grants Manager class specification, to the FY 2024-25 Budget that will be primarily assigned to implementation of a \$500 million grant recently awarded to South Coast AQMD through the U.S. EPA Climate Pollution Reduction Grant (CPRG) program. The CPRG program provides funding to implement projects to reduce GHG, criteria pollutants, and hazardous air pollution. South Coast AQMD's Infrastructure, Vehicles, and Equipment Strategy for Climate, Equity, Air Quality, and National Competitiveness (INVEST CLEAN) proposal is an initiative to transform the Southern California goods movement corridor to zero emission technology by implementing measures to replace Class 8 trucks, cargo handling equipment, deploy locomotives, and install charging infrastructure. The additional staff will assist with project management, education and outreach, data analysis, partnership development, revenue and expenditure accounting, and online grant management programs and websites.

In addition, based on an evaluation of current program needs, executive management is recommending the addition of three positions to the Finance Division, including a new Budget and Grants Manager class specification, to address ongoing and future financial administration duties for subvention and grant programs, such as the Carl Moyer Program. These positions will be responsible for the review and processing of invoices and reconciliations, the preparation of grant reports, reviewing grant-related Board Letters, and audit preparation.

Other proposed changes will improve the effectiveness and efficiency of agency programs, specifically the legal support function. This proposal recommends adding two Principal Deputy District Counsel positions and two Paralegal positions to the General Counsel's Office.

Principal Deputy District Counsel staff assist in the most sensitive, controversial, or complex legal matters encountered in providing legal services to South Coast AQMD, or in representing South Coast AQMD in civil, criminal, and administrative cases pertaining to air quality regulations and rules. This position also assists in the day-to-day direction of attorneys and support staff. The addition of two Principal Deputy positions will be offset with the deletion of two Senior Deputy District Counsel positions. This action would better align resources with current and anticipated operational needs, including potential litigation and legislative challenges under the federal Clean Air Act.

The Paralegal position prepares legal documents and conducts research in support of civil and criminal litigation conducted by attorneys. Paralegals also assist in the implementation of the Minor Source Penalty Assessment Program (MSPAP), administered in the General Counsel's Office. This function involves reviewing, preparing, and processing NOV cases for resolution of penalties through settlement agreements. Paralegal duties also include tracking penalty payments, following up on delinquent penalty payments, and filing and securing judgements and liens.

This item also recommends the approval of a new class specification to be added in the Finance Division. The Budget and Grants Manager will oversee and coordinate the work of Financial Analysts and Senior Accountants/Accountants and other support staff to provide analytical and financial support to Finance management. This new position will assist in the planning and preparation of South Coast AQMD budgets, workplan, cost analyses of operational activities, managing the day-to-day operations of accounting, and revenue receiving and coordinating management of grant programs and retirement accounts.

In addition, staff recommends amending the existing Public Affair Manager class specification to better reflect the duties and responsibilities of the position. Public Affairs Managers are assigned to a wide variety of programs, including media, legislation, outreach, and environmental justice activities. Proposed amendments will provide more details about the types of work overseen by this position, as well as establish the types of education, knowledge, and skills necessary for success in the role. The updated class specification will help in the recruitment and retention of this position that is central to the LPAM Division's organizational structure.

Resource Impacts

Funding for the net cost of adding and deleting positions is estimated to be

\$2,200,425 annually. Sufficient funding of \$733,475 is available in the General Fund Undesignated (Unassigned) Fund Balance for FY 2024-25 and will be requested in future budgets. Revenue to offset the cost is anticipated from CPRG and Carl Moyer Program administrative funds.

Attachments

- A – Proposed Amendments to FY 2024-25 Budget, positions added/deleted
- B – Proposed New Budget and Grants Manager Class Specification
- C – Proposed Amended Public Affairs Manager class specification

Attachment A

Amend the FY 2024-25 Budget to Add and Delete Positions

Division	ADD	DELETE
FINANCE	2 – Budget and Grants Manager (new) 1 - Accountant 1 – Fiscal Assistant	
TAO	1- Program Supervisor 1- Air Quality Specialist	
LPAM	1- Public Affairs Manager 1 – Staff Specialist	
IM	1- Systems Analyst	
LEGAL	2 – Principal Deputy District Counsel 2- Paralegal	2- Senior Deputy District Counsel

ATTACHMENT B

TITLE: BUDGET AND GRANTS MANAGER (new)

ATTACHMENT C

TITLE: PUBLIC AFFAIRS MANAGER (revised)

Attachment A

Amend the FY 2024-25 Budget to Add and Delete Positions

Division	ADD	DELETE
FINANCE	2 – Budget and Grants Manager (new) 1 - Accountant 1 – Fiscal Assistant	
TAO	1- Program Supervisor 1- Air Quality Specialist	
LPAM	1- Public Affairs Manager 1 – Staff Specialist	
IM	1- Systems Analyst	
LEGAL	2 – Principal Deputy District Counsel 2- Paralegal	2- Senior Deputy District Counsel

Attachment B

South Coast Air Quality Management District Budget and Grants Manager



CLASS CODE
XXX

SALARY
\$51.48 - \$69.90 Hourly
\$4,126.65 - \$5,592.31 Biweekly
\$107,293 - \$145,400 Annually

ESTABLISHED DATE
January 10, 2025

Description

DEFINITION: Under general direction, reviews plans, coordinates, and provides comprehensive administrative and financial services and consultation to the South Coast AQMD's Finance management; assists with managing the preparation of South Coast AQMD's annual budget, workplan, and three-year budget forecast; conducts studies and reviews cost analyses of South Coast AQMD operations; and oversees the budgeting and compliance function for large and/or highly complex state and federal grants.

This position assists in managing the daily activities of the finance and budget section, and the customer service section. In addition, assists the Controller in managing the daily activities of the accounting, payroll, grant administration, and revenue receiving sections; performs professional accounting duties to ensure all South Coast AQMD accounting functions are performed in compliance with Generally Accepted Accounting Principles (GAAP); reviews and audits retirement system accounts; and does other work as required.

CLASSIFICATION STANDARDS: This management class reports to the Chief Financial Officer, or Financial Services Manager and/or the Controller and is characterized by the responsibility to plan and coordinate the preparation of South Coast AQMD budgets, workplan, cost analyses of operational activities, managing the day-to-day operations of accounting, revenue receiving and the South Coast AQMD retirement accounts with retirement systems. The Budget and Grants Manager reviews the work of the Financial Analyst and Senior Accountant and provides analytical and financial staff support to the Financial Services Manager and Controller by reviewing a variety of administrative and financial studies and analyses.

This position is responsible for large and/or highly complex department budgets characterized by multiple revenue sources and funds, and the requirements for complex financial and administrative analyses to ensure compliance with revenue/fund/grant restrictions.

Essential Duties

Manages the planning, coordination and preparation of South Coast AQMD budgets.

Provides South Coast AQMD account analysis in the preparation of the budget; analyzes current and projected program expenditures and revenues; coordinates program presentations to South Coast AQMD committees; conducts financial-related workshops.

Coordinates the preparation of South Coast AQMD's workplan and financial and programmatic projections for future periods.

Reviews studies of complex administrative and operational problem areas requiring a thorough knowledge of financial management, work measurement, and systems analysis; helps prepare recommendations and assists in the development, installation, and integration of new or improved systems which often cross divisional lines designed to increase management effectiveness and reduce operational costs.

Manages the financial administration of subvention and grant programs. This includes reviewing reconciliations, grant reports, board letters, and audit preparation.

Monitors and verifies the accuracy of grant expenditures to ensure grant requirements are met and prepares financial status reports to grantor agencies.

Trains and instructs new employees on operational procedures and divisional rules, regulations, and procedures; provides technical guidance on difficult work problems by explaining the application of operational procedures specific to the situation.

Reviews the work of staff to ensure accuracy, completeness, and adherence to instructions and prescribed work methods, and counsels staff on work assignments; meets with supervisory staff to provide information, and discuss reassignment of staff and work performance problems; prepares draft performance evaluations.

Conducts and supervises special management-requested studies relating to budgetary expenditures and revenue matters, including surveys of workload and the development and application of operational standards.

Reviews and assists organizational units in the preparation of contracts, determines if sufficient funds have been budgeted, and whether contract terms reflect sound fiscal practices.

Prepares the more complex analyses related to South Coast AQMD rules, regulations, and fee schedules; evaluates existing or proposed practices, policies, and procedures; participates in South Coast AQMD task forces and committees.

Prepares verbal and written reports covering surveys, investigations, and studies.

Plans, organizes, and reviews the maintenance of central accounting systems, including pre-audit, posting of expenditures, accounting controls, and related activities.

Manages the preparation of accounting statements and the preparation of revenue, expenditure, debt, and other statements.

Performs financial accounting system reviews, such as reviewing internal controls, reporting problems, and accessing the efficiency of operations; and developing recommendations accordance with GAAP.

Reviews the recording of transactions, the timeliness of payments and invoicing, and ensures compliance with GAAP.

Reviews payment on outside contracts; helps coordinate the preparation of South Coast AQMD tax returns.

Plans the audits of South Coast AQMD financial statement, along with the audits of state and federal funds.

Represents South Coast AQMD in conferences with representatives of outside organizations.

Other duties as assigned.

Minimum Requirements

-EITHER I -

EXPERIENCE: One (1) years of experience in the class of Financial Analyst.

-OR II -

EXPERIENCE: Three (3) years of progressively responsible governmental financial management, accounting and budget preparation experience.

EDUCATION: Graduation from an accredited college or university with a major in finance, accounting, business or public administration, or a closely related field.

SUBSTITUTION: A master's degree in one of the above or related fields may substitute for one year of non-specialized experience.

KNOWLEDGE OF: Principles of public administration and management including principles, practices and methods of administrative, organizational, financial and management analysis; public financing, budgeting and accounting; grant writing and grants administration; business organizational functions, operations and objectives; public personnel administration; statistical methods and techniques; principles of work scheduling and coordination; personal computers and computer applications; report writing methods and techniques.

ABILITY TO: Initiate research studies and reports including the collection, organization, analysis and development of administrative, financial, organizational, and management recommendations; prepare written analysis, recommendations and compiles reports; evaluate and recommend improvements in operations, systems, procedures, policies and methods; coordinate the budget preparation process and perform technical budget, financial, grant, and account analysis work; identify, develop and implement new and improved budgeting, data processing, recordkeeping and operational procedures; understand, interpret and apply complex rules, regulations and guidelines; carry out assignments and projects without detailed instructions; analyze situations and adopt effective courses of action; establish and maintain cooperative relationships with South Coast AQMD staff and others contacted in the course of the work; communicate effectively, orally and in writing; and maintain required confidentiality in carrying out assignments, studies and projects. Train and review the work of other staff.



Attachment C

South Coast Air Quality Management District

Public Affairs Manager

CLASS CODE

117

SALARY

\$51.58 - \$69.90 Hourly

\$4,126.65 - \$5,592.31 Biweekly

\$107,292.95 - \$145,399.95 Annually

ESTABLISHED DATE

June 06, 2003

REVISION DATE~~October 31, 2008~~**December 6, 2024****Description**

DEFINITION: Under general direction of the Designated Deputy and Senior Public Affairs Manager, plans, organizes, and manages South Coast AQMD's community outreach and engagement, environmental justice, manages contracts and oversees grant-related efforts including administration of projects, programs and proposal development; implements community benefit and workforce training programs, legislative affairs and local government relations program; acts as liaison with and represents South Coast AQMD before local, state, and federal bodies and with elected officials and their representatives as well as other external stakeholders; develops recommendations for and administers South Coast AQMD's legislative agenda; may perform special projects for and act on behalf of the Designated Deputy or the Senior Public Affairs Manager; and does other work as required.

In Communications/Media Office:

Under direction, responsible for coordinating all public relations activities, developing communications plans, managing media campaigns, conduct media interviews, and participates in emergency response and other high-profile issues while exercising a high degree of discretion and independent judgment in the performance of assigned duties. The position requires a high proficiency of writing and editing.

CLASSIFICATION STANDARDS: This management class is characterized by the responsibility to oversee the development and implementation of community outreach and engagement including, but not limited to, environmental justice, workforce training, and other issues, management of contracts and oversight of grant implementation, analysis of legislation to identify concerns and opportunities in relation to South Coast AQMD goals and objectives, develop recommendations on South Coast AQMD's legislative agenda, and manage effective and appropriate advocacy programs to achieve support for that agenda. The position may also perform special assignments on behalf of the Designated Deputy or the Senior Public Affairs Manager to assure efficient and coordinated day-to-day operation of Public Affairs.

In Communications/Media Office:

This management class is characterized by the high degree of discretion and independent judgment required to perform extensive responsibilities for the Communications/Media Office. This class may serve as a representative of the Assistant Deputy Executive Officer at meetings, conferences, hearings, events and coordinates the public messaging, the dissemination of information to the public, graphics, social media outreach, media interviews to strengthen media relations for the agency. Coordination responsibilities include supervising the daily operations of the media office, providing consultation, advice and assistance to management staff in formulating communications strategies and outreach effectively administer South Coast AQMD's Communications Office.

Essential Duties

Plans, develops, and manages South Coast AQMD's community outreach and engagement programs including, but not limited to, environmental justice and workforce training, contracts and grant administration and implementation, legislative affairs and local government relations program; serves as a liaison with governmental representatives; and represents South Coast AQMD before governmental bodies.

Leads community outreach and engagement programs, including the development of detailed plans and implementation. Builds partnerships with environmental justice and community-based organizations, members of the public, industry, labor, and academia to implement projects. Organizes community steering committee meetings, workshops, public meetings, and other outreach efforts to support implementation of grants and projects.

Manages contracts and grants to ensure compliance with state or federal regulations, including reporting and tracking of outputs and outcomes, expenses and supporting documentation, and other related responsibilities.

Supports, with other Divisions, community capacity building, through education and outreach on air quality issues such as zero-emission technologies, infrastructure, and mitigation strategies.

Oversees the review and analysis of existing, proposed, and potential state and federal legislation; monitors and supports legislative activity to protect and enhance South Coast AQMD interests; coordinates the preparation of information and testimony before legislative bodies and public entities; oversees activities of legislative consultants; and advises management on South Coast AQMD positions and strategies.

Formulates recommendations on legislative policy and develops program-implementation strategies based on analysis of data and feedback from legislators, Board Members, community and special interest groups, environmental and community activists, consultants, staff, and public and private agencies regarding the understanding and perceptions of South Coast AQMD rules, regulations, policies, and procedures.

Maintains close working relationships with elected officials and their representatives, agency staff, business and community representatives, and environmental and special interest groups to obtain feedback on and support for South Coast AQMD programs, policies, and positions.

Represents South Coast AQMD by making presentations at or actively participating in meetings, workshops, conferences, panel discussions, and other events in support of South Coast AQMD policies and

proposals relating to air pollution control and other related matters; oversees the arrangement and coordination of meetings and hearings.

Directs the completion of day-to-day work, special assignments, projects, and reports and assigns, reviews, and evaluates the work of subordinates.

Performs special assignments for and may act on behalf of the Public Advisor or the Designated Deputy, as needed.

Extensive research, analytical skills, and writing required to complete day-to-day tasks including reports, outreach materials, project summaries, memoranda, and other documents.

Expertise in air quality, goods movement and logistics, environmental justice, and/or workforce training to complete assignments.

In Communications/Media Office (in addition to duties outlined above):

The Public Affairs Manager is responsible for coordinating all public relations activities, developing communications plans, managing media campaigns in line with the agency mission, while exercising a high degree of discretion and independent judgment in the performance of assigned duties. The Public Affairs Manager must display strong project management and organizational skills with the ability to multitask and work comfortably under pressure in a fast-paced environment.

Under the direction of the Assistant Deputy Executive Officer and Deputy Executive Officer, duties of the Public Affairs Manager include but are not limited to:

- Interpreting and executing South Coast AQMD rules/regulations and policies/programs as they relate to the coordination and dissemination of readily understandable information to various media outlets.
- Writing, proofreading, and editing all public relations content including press releases, op-eds, speeches, briefing materials, talking points, newsletters, articles, communications materials, and marketing content.
- Fielding and responding to media questions and interview requests.
- Identifying press opportunities and pitch stories to stimulate media coverage.
- Detecting media relations issues as they emerge.
- Organizing and managing press conferences and media events within the agency and with external agencies.
- Develop media relations strategies that will result in high-level coverage in print, broadcast and online media.
- Emergency response and crisis communications strategies.
- Leverage existing media relationships and cultivate new contacts within environmental media.
- Perform as spokesperson for agency.
- Understand and oversee social media platforms, engagement, and strategy.
- Development of modern infographics, fact sheets, photographs, video, and other ways to disseminate information to the public.
- Attending and networking with other media organizations at conferences, community events, public workshops, hearings, and townhall meeting, etc.

- Supervising the media office and its staff members.

Minimum Requirements

EXPERIENCE: Five years of progressively responsible experience in legislative analysis and advocacy; OR five years of other relevant experience that would demonstrate possession of the requisite knowledge, skills, and abilities needed to plan, develop, and supervise a community outreach and engagement program, environmental justice and workforce training, grants and contract management, legislative affairs and local government and stakeholder relations program.

For Communications/Media Office: five or more years of progressive, responsible experience in communications and/or media relations or other relevant experience that would demonstrate possession of the knowledge, skills and abilities needed to plan, develop and supervise a communications program.

EDUCATION: Graduation from an accredited college or university with a bachelor's degree in political science, public affairs/relations, communications, journalism, public or business administration, urban or environmental planning, engineering or other scientific field or related fields.

SUBSTITUTION: A related master's degree from an accredited college or university may substitute for up to one year of the required experience.

KNOWLEDGE OF: Community based organizations, environmental justice and workforce training, coalition building, grants and contract management, State and federal legislative processes; successful techniques and strategies for effective advocacy on behalf of a governmental agency; air quality and other environmental issues confronting large metropolitan regions; the complex issues and special interests that exist in highly diverse communities; correct English grammar, spelling, punctuation, and vocabulary; methods of evaluating program objectives, goals and effectiveness; project management techniques; principles and practices of management, organization, and supervision; and professional report writing; techniques and methods to write, compose, edit and disseminate educational information, new releases, and promotional materials.

ABILITY TO: Develop and implement community outreach and engagement programs, administer and manage grants and contracts to comply with state and federal requirements and regulations, lead community-based projects, build coalitions with diverse stakeholders, and implement community-based projects and programs. Analyze and evaluate complicated technical, legal and regulatory issues; develop, in support of South Coast AQMD goals and objectives, sound and practical recommendations with respect to legislation and various organizational issues; communicate complex information accurately, clearly, succinctly, and persuasively, orally and in writing, to a variety of audiences; develop effective advocacy strategies for agency programs; effectively plan, direct, organize, and supervise the work of staff to accomplish agency goals and objectives; handle multiple special project assignments to assure efficient and effective coordination of day-to-day public affairs operations; establish and maintain effective relations with all those contacted in the course of work, including elected officials, community and civic groups, public agencies, private organizations, and South Coast AQMD staff.

In Communications/Media Office:

Training and experience which demonstrates the knowledge, and abilities to plan, develop, and supervise media liaison, public affairs and social media programs; knowledge of methods used to evaluate program

objectives and goals; principles of management, organization, and supervision; techniques and methods to write, compose, edit, and disseminate educational information, news releases, social media and promotional materials including developing and implementing strategies for successful media campaigns.

Ability to plan, organize, and supervise the work of professional, technical, and clerical staff engaged in the development, preparation, and dissemination of public information; establish and maintain effective relations with community and civic groups, public agencies, news media, and private organizations; coordinate, develop, and edit a variety of written materials for dissemination; speak effectively before large groups.

**LOCAL GOVERNMENT &
SMALL BUSINESS ASSISTANCE (LGSBA) ADVISORY GROUP
FRIDAY, JUNE 14, 2024
MEETING MINUTES**

MEMBERS PRESENT:

South Coast AQMD Board Members:

Supervisor Curt Hagman

Mayor Patricia Lock Dawson

Public Members:

Paul Avila, P.B.A. & Associates

Geoffrey Blake, Metal Finishers of Southern California

LaVaughn Daniel, DancoEN

John DeWitt, JE DeWitt, Inc.

Bill LaMarr, California Small Business Alliance

Rita Loof, RadTech International

Eddie Marquez, Roofing Contractors Association

David Rothbart, Los Angeles County Sanitation Districts

MEMBERS ABSENT:

South Coast AQMD Board Members:

Mayor José Luis Solache

Councilmember Carlos Rodriguez

Public Members:

Felipe Aguirre

Rachelle Arizmendi

Vice Mayor Ted Bui, City of Fountain Valley

Todd Campbell, Clean Energy

Mayor Pro Tem Blair Stewart, City of Brea

OTHERS PRESENT:

Mark Taylor

Warisa Niizawa

Mark Abramowitz

SOUTH COAST AQMD STAFF:

Susan Nakamura, Chief Operating Officer

Derrick Alatorre, Deputy Executive Officer

Dr. Anissa Cessa Heard-Johnson, Deputy Executive Officer

Dr. Jason Low, Deputy Executive Officer

Dr. Sarah Rees, Deputy Executive Officer
Ian MacMillan, Assistant Deputy Executive Officer
Dr. Jillian Wong, Assistant Deputy Executive Officer
Daphne Hsu, Principal Deputy District Counsel
Walter Shen, Planning and Rules Manager
Denise Peralta Gailey, Public Affairs Manager
Howard Lee, Information Technology Manager
Pedro Piqueras, Program Supervisor
De Groeneveld, Information Technology Supervisor
Elaine-Joy Hills, Senior Staff Specialist
Chhai Chorn, Air Quality Engineer
Van Doan, Air Quality Specialist
Christian Fielding, Air Quality Specialist
Debra Ashby, Senior Public Affairs Specialist
Aisha Reyes, Senior Public Affairs Specialist
Cindy Bustillos, Executive Secretary
Ghislain Muberwa, Information Technology Specialist I
Camila Castro, Student Intern
Timothy (TJ) Chang, Student Intern

Agenda Item #1 – Roll Call/Call to Order/Opening Remarks

Supervisor Curt Hagman called the meeting to order at 11:30 a.m., roll call was taken, and a quorum was present.

For additional details of the LGSBA Advisory Group Meeting, please refer to the [Webcast](#).

Agenda Item #2 – Approval of February 9, 2024 Meeting Minutes

Supervisor Hagman called for approval of the February 9, 2024, meeting minutes.

There were no public comments.

Motion to approve minutes made by David Rothbart; seconded by LaVaughn Daniel; approved.

Ayes: Avila, Blake, Daniel, DeWitt, Hagman, LaMarr, Lock Dawson, Rothbart,

Noes: None

Abstained: Marquez

Absent: Aguirre, Arizmendi, Bui, Campbell, Loof, Rodriguez, Solache, Stewart,

For additional details, please refer to the [Webcast](#), beginning at 5:00.

Agenda Item #3 – Approval of Draft Letter on CARB’s AB 617 Community Air Protection Blueprint

Supervisor Hagman and the Advisory Group members discussed the letter drafted by the LGSBA members regarding CARB’s AB 617 Blueprint 2.0.

Daphne Hsu, Principal Deputy District Counsel, stated if a quorum of the Advisory Group does not vote in favor of the letter as required by the charter for forwarding a formal recommendation, the Advisory Group could still forward a communication to the Administrative Committee regarding this item. For additional details, please refer to the [Webcast](#), beginning at 6:10.

Motion to approve the letter to be submitted as a communication to the Administrative Committee was made by John DeWitt; seconded by David Rothbart.

Ayes: Avila, Blake, Daniel, DeWitt, LaMarr, Marquez, Rothbart, Lock Dawson

Noes: None

Abstained: Hagman

Absent: Aguirre, Arizmendi, Bui, Campbell, Loof, Rodriguez, Solache, Stewart

For additional details, please refer to the [Webcast](#), beginning at 7:00.

There were no public comments.

Agenda Item #4 – Review of Follow-Up and Action Items

There were no follow-up or action items.

Agenda Item #5 – Climate Change and Air Quality

Dr. Sarah Rees, Deputy Executive Officer, Planning, Rule Development & Implementation, provided a general introduction to climate change and how South Coast AQMD's efforts to address air quality issues can complement and achieve co-benefits and climate change goals.

Supervisor Hagman announced that Rita Loof arrived at 11:43 am. Please refer to the [Webcast](#), beginning at 13:20.

Eddie Marquez asked if naturally occurring emissions are taken into consideration for warming effect. Dr. Rees replied yes. For additional details, please refer to the [Webcast](#), beginning at 16:00.

Mr. Rothbart mentioned ozone standards and asked about regulatory authority. Dr. Rees replied that the focus is on reduction of criteria pollutants, including ozone and nitrogen oxides (NOx) by moving away from combustion, and at the same time, achieving the co-benefit of greenhouse gas (GHG) emissions reduction. For additional details, please refer to the [Webcast](#), beginning at 38:35.

Rita Loof asked about water vapor as a GHG, stationary source subject to fees in Proposed Rule 317.1 – Clean Air Act Nonattainment Fees for 8-Hr Ozone Standards (PR 317.1) and operators that choose to change operations and reduce GHGs such as removing a combustion device from service. Dr. Rees replied that water vapor is naturally occurring, stated that our primary focus is to reduce criteria pollutants and evaluate available technologies to achieve those reductions, in addition to GHGs. For additional details, please refer to the [Webcast](#), beginning at 41:15.

Paul Avila asked if Dr. Rees could present on the Cap-and-Trade Program. Mr. Alatorre stated that the discussion topics are selected from the list of approved goals and objectives and encouraged Mr. Avila to propose that topic for the next list. For additional details, please refer to the [Webcast](#), beginning at 45:05.

Mr. Marquez commented that other states must also contribute to the effort to achieve clean air and asked what could be done. Dr. Rees replied that the focus is on health-based air quality standards and South Coast AQMD will do what it takes to achieve the standards as there is a health burden in our region. For additional details, please refer to the [Webcast](#), beginning at 46:45.

John DeWitt asked if Dr. Rees could present to other groups. Susan Nakamura, Chief Operating Officer, mentioned that the request could be submitted to Mr. Alatorre. For additional details, please refer to the [Webcast](#), beginning at 50:30.

For additional details on the presentation and discussions, please refer to the [Webcast](#), beginning at 10:30.

Agenda Item #6 – Update on South Coast AQMD Mobile Source Incentives Program

Walter Shen, Planning and Rules Manager, Technology Advancement Office, provided an overview and highlights on South Coast AQMD mobile source incentives program.

Mr. Avila asked if old vehicles could be made salvageable or have to be scrapped and asked how much it costs to scrap a bus. Mr. Shen replied that the program guidelines include complete scrapping of the

old equipment and replied that the scrapping cost of a bus is not tracked. Please refer to the [Webcast](#), beginning at 57:39.

Ms. Loof asked if the AB 617 Community Air Protection funding is strictly for mobile sources or could be applied to stationary sources. Ms. Nakamura stated that it is based on what the Community Steering Community prioritizes. Please refer to the [Webcast](#), beginning at 01:04:31.

Mr. Alatorre mentioned that funding for Los Angeles and Orange Counties are comparable. Mr. Shen replied that the funding amount aligns with the county's population. Please refer to the [Webcast](#), beginning at 01:04:31.

Mr. Rothbart asked which is more cost-effective between battery electric and low NOx technologies, in terms of emissions reductions. Mr. Shen replied that there is currently more incentive funding for zero emissions projects. Mr. Alatorre added that the funding is allocated for specific projects and there are requirements which must be adhered to. Please refer to the [Webcast](#), beginning at 1:08:12

Mr. Avila asked for an approximate lifespan of a larger garden equipment. Mr. Shen replied at least 15 years. Please refer to the [Webcast](#), beginning at 01:12:15

Ms. Loof asked if there are additional emissions reductions that are not presented on this slide. Mr. Shen replied that the emission reduction benefits portrayed is an overview. Please refer to the [Webcast](#), beginning at 01:15:30.

Ms. Nakamura mentioned that some projects do not have associated emissions reductions. For example, air filtration projects do not result in emissions reductions; however, result in exposure reductions. Please refer to the [Webcast](#), beginning at 01:17:42.

For additional details on the presentation and discussions, please refer to the [Webcast](#), beginning at 52:30.

There were no public comments.

Agenda Item #7 – Other Business

Ms. Loof did not participate during voting of items #2-3 and wanted to express support for those items.

Mr. Rothbart asked if there is a plan to discuss advisory group by-laws. Mr. Alatorre replied that LGSBA Chair Carlos Rodriquez would decide.

Mr. DeWitt asked if a permitting update would be possible before December 2024. Mr. Alatorre replied this topic is on the list of 2024 Goals and Objectives and could be discussed.

Agenda Item #8 – Public Comment

There were no public comments.

Agenda Item #9 – Next Meeting Date

The next regular LGSBA Advisory Group meeting is scheduled for Friday, August 9, 2024, at 11:30 a.m.

Adjournment

The meeting was adjourned at 12:53 p.m.

June 14, 2024

Governing Board
South Coast Air Quality Management District
21865 Copley Drive
Diamond Bar, CA 91765

Dear Governing Board Members,

We are writing on behalf of the Local Government and Small Business Assistance Advisory Group to ask for your support, approval, and subsequent letter to the California Air Resources Board (CARB) requesting that industry trade groups and associations be seated on AB 617 Community Steering Committees (CSCs).

When the CARB Board initially voted to approve the Community Air Protection Blueprint, they did so without explicitly prohibiting industry trade groups and associations from participating on these committees but rather left it up to the air districts to decide.

Typically, trade groups and associations are non-profit, non-partisan, 501(c) organizations that represent hundreds or thousands of businesses (mostly small businesses) spread throughout the jurisdiction of most air districts, and not just in disproportionately impacted communities. Moreover, any recommendations, decisions, plans, and rules emanating from the deliberations by these CSCs are certain to be of significance to all the members of these trade groups and associations because they will have the potential to impact all of them regardless of the neighborhoods in which they reside.

We believe the inclusion of these organizations would serve to enhance everyone's goal of successfully implementing a fair and equitable Clean Air Protection Program for all stakeholders.

Therefore, we are asking for your support of the concept to allow industry trade groups and associations to be enrolled and seated as members of these CSCs and request that you send a letter to ask the same of the CARB Board.

Thank you for your continued commitment to improving air quality in our region.

Sincerely,

Local Government and Small Business Assistance Advisory Group
South Coast Air Quality Management District

**LOCAL GOVERNMENT &
SMALL BUSINESS ASSISTANCE (LGSBA) ADVISORY GROUP
FRIDAY, AUGUST 9, 2024
MEETING MINUTES**

MEMBERS PRESENT:

South Coast AQMD Board Members:
Councilmember Carlos Rodriguez

Public Members:

Felipe Aguirre
Paul Avila, P.B.A. & Associates
Geoffrey Blake, Metal Finishers of Southern California
LaVaughn Daniel, DancoEN
Bill LaMarr, California Small Business Alliance
Rita Loof, RadTech International

MEMBERS ABSENT:

South Coast AQMD Board Members:
Supervisor Curt Hagman
Mayor Patricia Lock Dawson
Mayor José Luis Solache

Public Members:

Rachelle Arizmendi
Vice Mayor Ted Bui, City of Fountain Valley David Rothbart, Los Angeles County Sanitation Districts
Todd Campbell, Clean Energy
John DeWitt, JE DeWitt, Inc.
Eddie Marquez, Roofing Contractors Association
Mayor Pro Tem Blair Stewart, City of Brea

OTHERS PRESENT:

Mark Abramowitz
Harvey Eder
Jerome Joaquin
Olivia Martinez
Mark Taylor, Board Member Consultant (*Rodriguez*)

SOUTH COAST AQMD STAFF:

Susan Nakamura, Chief Operating Officer
Jason Aspell, Deputy Executive Officer
Dr. Sarah Rees, Deputy Executive Officer
Dr. Anissa Cessa Heard-Johnson, Deputy Executive Officer
Michael Krause, Assistant Deputy Executive Officer
Lisa Tanaka, Assistant Deputy Executive Officer
Dr. Jillian Wong, Assistant Deputy Executive Officer
Daphne Hsu, Principal Deputy District Counsel
Dr. Kalam Cheung, Planning and Rules Manager
Eugene Kang, Planning and Rules Manager
Fortune Chen, Program Supervisor
Howard Lee, Information Technology Manager
De Groeneveld, Information Technology Supervisor
Ghislain Muberwa, Information Technology Specialist I
Elaine-Joy Hills, Senior Staff Specialist
Chhai Chorn, Air Quality Engineer
Van Doan, Air Quality Specialist
Debra Ashby, Sr. Public Affairs Specialist
Brandee Keith, Sr. Public Affairs Specialist
Lara Brown, Sr. Administrative Assistant
Matthew Ceja, Legislative Analyst
Erika Valle, Legislative Analyst
Cindy Bustillos, Executive Secretary

Agenda Item #1 – Roll Call/Call to Order/Opening Remarks

LGSBA Chair Carlos Rodriguez called the meeting to order at 2:00 p.m., roll call was taken, and a quorum wasn't present.

For additional details of the LGSBA Advisory Group Meeting, please refer to the [Webcast](#).

Agenda Item #2 – Approval of June 14, 2024 Meeting Minutes

Chair Rodriguez suggested to vote on June 14, 2024, meeting minutes at the next meeting due to a lack of quorum.

There were no public comments.

For additional details, please refer to the [Webcast](#), beginning at 0:05:15.

Agenda Item #3 – Review of Follow-up and Action Items

There were no follow-up or action items.

Agenda Item #4 – Overview of Rule 317.1 - Clean Air Act Nonattainment Fees for the 8-Hour Ozone Standards and Potential Fee Equivalency

Michael Krause, Assistant Deputy Executive Officer, Planning, Rule Development and Implementation, presented an overview of Rule 317.1 concerning Clean Air Act Nonattainment Fees for the 8-Hour Ozone Standards. Several members including Paul Avila, Bill LaMarr, Rita Loof, and LaVaughn Daniel discussed aspects of Rule 317.1 which focuses on fee payments, exclusion plans, baseline emissions, and the impact on small businesses. Key inquiries included how fees are determined, the timeline for payments starting in 2026, and the applicability of the rule to stationary sources rather than mobile sources.

Participants also discussed the use of funds for cleaner technologies, fee adjustments based on the Consumer Price Index, and compliance with federal standards. Several questions centered on facilities' obligations, potential technology upgrades, and confidentiality concerns regarding emissions data.

Harvey Eder made commented fees. For additional details, please refer to the [Webcast](#), beginning at 1:03:10.

For additional details on the presentation and discussions, please refer to the [Webcast](#), beginning at 0:06:05.

Agenda Item #5 – 2025 Goals & Objectives

LGSBA Chair Rodriguez mentioned the Climate Pollution Reduction Grant as a topic for a future meeting and requested input on the proposed 2025 goals and objectives.

Lisa Tanaka, Assistant Deputy Executive Officer, Legislative, Public Affairs, and Media, previewed topics for the next LGSBA meeting which were on the Goals & Objectives list, including legislative updates, budget discussions, and permitting streamlining efforts. Ms. Loof suggested presentations on rule amendments, the advisory group's role, and the Quantity and Emission Report requirement. There was discussion about the process for receiving and filing a letter related to CARB's AB 617 Blueprint 2.0, and the importance of quorum was emphasized, with nine members needed to proceed.

For additional details, please refer to the [Webcast](#), beginning at 1:31:00.

***Follow-up Item #1:** Staff shall provide clarification on quorum and the process to communicate recommendations by the advisory group.*

There were no public comments.

Agenda Item #7 – Public Comment

Mr. Eder expressed concerns about the cities of Richmond and Oakland and solar power. For additional details, please refer to the [Webcast](#), beginning at 1:37:35.

Agenda Item #8 – Next Meeting Date

The next regular LGSBA Advisory Group meeting is scheduled for Friday, November 8, 2024, at 11:30 a.m.

Adjournment

The meeting was adjourned at 3:40 p.m.



South Coast Air Quality Management District



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MEETING OF THE ENVIRONMENTAL JUSTICE ADVISORY GROUP FRIDAY, FEBRUARY 23, 2024 MEETING MINUTES

Board Members Present:

Chair Vanessa Delgado
Supervisor Curt Hagman
Mayor José Luis Solache

Members Present:

Pamela Atcitty
Elizabeth Alcantar
Dr. Lawrence Beeson
Paul Choe
Kerry Doi
Dr. Afif El-Hasan
Mary Figueroa
Angela Garcia
Ana Gonzalez
Lisa Hart
Oscar Rodriguez
Rafael Yanez

Members Absent:

Veronica Padilla-Campos, Advisory Group Chair
Manuel Arredondo
Angelica Balderas
Ada Briceño
Suzanne Bilodeau
Kareem Gongora
Dr. Jill Johnston
Humberto Lugo
Edward Marquez
Donald Smith

South Coast AQMD Staff:

Lisa Tanaka, Assistant Deputy Executive Officer/Legislative, Public Affairs & Media
Nicholas Sanchez, Assistant Chief Deputy Counsel, Legal

Philip Crabbe III, Sr. Public Affairs Manager/Legislative, Public Affairs and Media
Alicia Lizarraga, Sr. Public Affairs Manager/Legislative, Public Affairs and Media
Monika Kim, Public Affairs Manager/Legislative, Public Affairs & Media
Evangelina Barrera, Senior Public Affairs Specialist/Legislative, Public Affairs and Media
Brandee Keith, Senior Public Affairs Specialist/Legislative, Public Affairs and Media
Dan Garcia, Planning & Rules Manager/Technology Advancement Office
Walter Shen, Planning & Rules Manager/Technology Advancement Office
Frances Maes, Air Quality Specialist/Technology Advancement Office
Kristina Voorhees, Assistant Air Quality Specialist/Technology Advancement Office

Call To Order/Opening Remarks

Chair Vanessa Delgado called the meeting to order at 12:06 p.m. For additional details, please refer to the webcast at [8:00](#).

Agenda Item #1: Approval of the November 16, 2023 Meeting

Supervisor Curt Hagman moved to approve Agenda Item 1. Dr. Lawrence Beeson seconded the motion. Motion passed.

Ayes: Delgado, Hagman, Solache, Atcitty, Alcantar, Beeson, Choe, Doi, El-Hasan, Figueroa, Gonzalez, Yanez

Absent: Padilla-Campos, Arredondo, Balderas, Briceño, Bilodeau, Gongora, Johnston, Lugo, Marquez, Smith

Agenda Item #2: Review of Follow-Up/Action Items

There were no action items from prior meetings for review.

Agenda Item #3: 2023 Summary Report on State and Federal Legislation

Philip Crabbe III, Sr. Public Affairs Manager, Legislative, Public Affairs and Media, presented an overview of 2023 Summary Report on State and Federal Legislation.

Rafael Yanez asked for further information regarding the Climate Pollution Reduction Grants (CPRG) and what South Coast AQMD is currently pursuing. Ms. Tanaka provided information on South Coast AQMD's regional CPRG application focused on goods movement. Mr. Yanez asked whether AB 617 communities would be considered for projects and receive any of the CPRG grant funding. Ms. Tanaka responded that if South Coast AQMD received a CPRG grant, AB 617 communities would be eligible for potential projects.

Ana Gonzalez asked to discuss support of California Assembly Constitutional Amendment 16 (ACA 16) and recommended staff review it and send a letter of support in favor of the amendment. Chair Delgado requested the Amendment be revisited during member updates so it could be agendaized for a future meeting.

Mayor Elizabeth Alcantar asked for clarification regarding the Clean Ports Program and eligible communities. Ms. Tanaka reported that the South Coast AQMD CPRG proposal includes the entire region and that the Ports are developing their applications for the Clean Ports Program.

For more information, refer to webcast at [13:12](#).

Agenda Item #4: Lower-Emission School Bus Program

Kristina Voorhees, Assistant Air Quality Specialist, Technology Advancement Office, presented on the Lower-Emission School Bus Program.

Supervisor Hagman asked why school buses had not already been subject to transition requirements and deadlines. Walter Shen, Planning and Rules Manager, Technology Advancement Office explained school buses were subject to the truck and bus regulation but had been granted a compliance extension.

Dr. Beeson asked if the program was a scrap-and-replace program and what happened with the resulting scrap. Mr. Shen confirmed it is a scrap-and-replace program and the resulting materials become the responsibility of the dismantler.

Dr. Afif El-Hasan asked whether school districts receiving lower-emission buses were monitoring student attendance. Improved school attendance would provide a financial incentive for school districts to support the program. He followed up by asking whether any of the lower-emissions buses would be funded for vehicles specifically assigned for transporting children with health concerns and conditions. Mr. Shen replied that it would be taken into consideration and the main focus is currently on lower-income, environmental justice communities.

Bobbi Jo Chavarria with the Sierra Club commented in support of school bus transition and developed infrastructure to support the use of lower-emission buses.

Ms. Gonzalez asked whether the number of buses allocated to different regions was based on population or on the number of applications received. Mr. Shen responded that they are based on number of applications received, with consideration given to population and equity.

Oscar Rodriguez asked what struggles districts faced in the application process and approval. Mr. Shen said the current major obstacle is a lack of infrastructure support.

Mr. Yanez asked if the funding was available only to districts who managed their own school buses, or if districts working with outside parties to provide transportation services were also eligible. Ms. Vorhees responded that typically, South Coast AQMD works only with school districts.

Chair Delgado asked if there was any local match requirement for funding. Mr. Shen responded that there is none.

For more information, refer to webcast at [36:00](#).

Agenda Item #5: AB617 Residential Air Filtration Program

Frances Maes, Air Quality Specialist, Technology Advancement Office, presented on the AB 617 Residential Air Filtration Program.

Dr. El-Hasan asked if the HEPA filters also included a carbon filter. Ms. Maes confirmed that they do.

Ms. Gonzalez asked why the San Bernardino/Muscoy AB 617 community had not been included in the program. Mr. Garcia, Planning and Rules Manager, Technology Advancement Office, stated that the San Bernardino/Muscoy Community Steering Committee (CSC) opted not to allocate funding toward air filtration, but the program could be pursued in the future if interest is expressed. There is a separate pilot program for air filters in place in San Bernardino currently.

Angela Garcia asked for information regarding the types of available air filtration units. There are multiple models of air filters available through the program, ranging in capacity to cover an average room to a small house. Ms. Garcia also asked how outreach was conducted to residents and communities. South Coast AQMD staff are working with community partners participating in AB 617 CSCs to conduct outreach.

Kerry Doi asked if staff have encountered reluctance from communities, and if so, how it could be overcome. Mr. Garcia stated that community events have helped to build confidence with the communities, as well as working closely with the AB 617 CSCs.

Dr. El-Hasan asked whether there were any plans to distribute follow-up questionnaires to assess the effectiveness and related health impacts of participation in the program. Mr. Garcia responded that there is an opportunity to collect follow-up responses and feedback.

Mr. Yanez asked if the program utilizes AB 617 Year 3 funds. Ms. Maes confirmed the program uses Year 3 funds. He highlighted the importance of the program and asked if the air filters would affect electricity costs for users. Dr. El-Hasan added that air filtration can assist with medical issues and that doctors can provide documentation to potentially receive a utility discount.

For more information, refer to webcast at [53:29](#).

Agenda Item #6: Member Updates/Other Business

Dr. El-Hasan shared the results of a recent report by the American Lung Association describing the health benefits for children if the State of California adopted all-electric vehicle policies. For more information, refer to webcast at [1:16:58](#).

ACTION ITEM: Ms. Gonzalez requested an update on the progress of the Warehouse Indirect Source Rule to be presented at a future meeting.

ACTION ITEM: Include discussion and possible action regarding ACA 16 as a future agenda item.

Agenda Item #7: Public Comment

There were no public comments.

Agenda Item #8: Next Meeting Date

The next regular EJAG meeting date is May 24, 2024.

Adjournment

Chair Delgado adjourned the meeting at 1:20 p.m.



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MEETING OF THE ENVIRONMENTAL JUSTICE ADVISORY GROUP FRIDAY, MAY 24, 2024 MEETING MINUTES

Board Members Present:

Advisory Group Chair Veronica Padilla-Campos
Senator Vanessa Delgado (Ret.), Chair
Board Member Curt Hagman
Board Member José Luis Solache

Members Present:

Manuel Arredondo
Dr. Lawrence Beeson
Suzanne Bilodeau
Lisa Hart
Dr. Afif El-Hasan
Kareem Gongora
Ana Gonzalez
Rafael Yanez

Members Absent:

Elizabeth Alcantar
Pamela Atcitty
Angelica Balderas
Ada Briceño
Paul Choe
Kerry Doi
Mary Figueroa
Angela Garcia
Dr. Jill Johnston
Humberto Lugo
Edward Marquez
Oscar Rodriguez
Donald Smith

South Coast AQMD Staff:

Lisa Tanaka, Assistant Deputy Executive Officer/Legislative, Public Affairs & Media
Nicholas Sanchez, Assistant Chief Deputy District Counsel/Legal
Anissa Heard-Johnson, Deputy Executive Officer/ Diversity, Equity, & Inclusion

Ian MacMillian, Assistant Deputy Executive Officer/Planning, Rule Development, & Implementation,
Vicki White, Planning & Rules Manager Transportation Programs/ Planning, Rule Development, & Implementation,
Alejandra Vega/Senior Public Affairs Specialist/ Legislative, Public Affairs & Media

Call To Order/Opening Remarks

Mayor Solache called the meeting to order at 12:06 p.m., and roll call was taken. Based on the number of members present, there was not a quorum.

Agenda Item #1: Approval of the February 23, 2024, Meeting Minutes:

Due to lack of quorum, this item was continued to the next meeting.

Agenda Item #2: Review of Follow-Up/Action Items

For more information, refer to webcast at [11:30:00](#).

Ms. Tanaka reviewed the action items from the February 24, 2024, meeting:

1. Include discussion on ACA 16 (Bryan) - Environmental Rights.
This item was included in the agenda.
2. Provide and update on Warehouse Indirect Source Rule (ISR).
This item was included in the agenda.

Agenda Item #3: California Assembly Constitutional Amendment (ACA) 16 (Bryan) – Environmental Rights

For more information, refer to webcast at [12:20:00](#).

Mr. Crabbe III presented an update regarding California ACA 16 authored by Assemblymember Isaac Bryan.

Ms. Gonzalez clarified that New York overwhelmingly passed a similar piece of legislation in 2022.

Agenda Item #4: Warehouse Actions and Investments to Reduce Emissions (WAIRE) Program Update

For more information, refer to webcast at [16:46:00](#).

Ms. White provided an update on the WAIRE program.

Mr. Gongora asked if there are strategies being utilized in the region or partnerships with other agencies to bring the businesses into compliance and if staff were conducting warehouse visits. Ms. White responded that there are a lot of resources and staff designated to this rule, including short videos on the South Coast AQMD's website, providing regular updates to the AB 617 Community Steering Committees (CSC), and presentations to businesses. There are approximately 3,400 facilities subject to the rule, and about 70 site visits are conducted per week.

Dr. El-Hassan asked how long trucks are idling about agreements in place with warehouses. Ms. White responded that the California Air Resources Board (CARB) is responsible for truck idling and that the South Coast AQMD has been working closely with CARB, especially through the AB 617 program, and have also helped install no idling signs.

Ms. Gonzalez stated that a warehouse is being built 100 feet from her house and would like South Coast AQMD to increase enforcement of the rule. Ms. White stated that the rule is for existing warehouses and South Coast AQMD works with cities to provide information on the rule.

Mr. Yanez asked if there was an increase in compliance staff. Mr. MacMillan responded that Ms. White oversees a new team that focuses on implementation, outreach and training.

Mr. Gongora asked where the data can be viewed. Ms. White responded that reporting data is available on the Facility Information Detail (F.I.N.D.) web tool on aqmd.gov.

Ms. Chavarria of the Sierra Club made a public comment that more guidance to local municipalities would be helpful.

Agenda Item #5: Assembly Bill 617 Implementation Update

For more information, refer to webcast at [1:11:33](#).

Dr. Heard-Johnson provided an update on the implementation of Assembly Bill 617, Community Emission Reductions Plans.

EJAG Chair Padilla-Campos offered to work with staff to take a deeper dive into the community programs that are not being utilized.

Mr. Gongora stated he could help with technical outreach in the Inland Empire.

Ms. Gonzalez stated she would like to see EJ Interagency Task Force come back and to include other agencies to create an open dialogue.

Mr. Arredondo stated that he has been involved in the AB 617 Eastern Coachella Valley (ECV) CSC since the beginning and is happy with the progress that has been made.

Mr. Yanez stated he has been part of the AB 617 East Los Angeles, Boyle Heights, West Commerce (ELABHWC) CSC since the beginning and requested staff increase the number of meetings so that there can be meaningful dialogue.

Ms. Chavarria stated that the missing piece with the community program was the collaboration with local elected officials.

Agenda Item #6: 10th Annual Environmental Justice Conference

For more information, refer to webcast at [2:20:15](#).

Ms. Vega provided an update on the 10th Annual Environmental Justice Conference. Ms. Vega asked the advisory group for any ideas or speaker suggestions.

Agenda Item #7- Member Updates/Other Business

No other business discussed.

Agenda Item #8- Public Comment

Mr. Mark Abramowitz stated that 10 percent of all NOx emissions from electricity are generated from Edison's site in Catalina, and those emissions are regulated under South Coast AQMD's Rule 1135. He requested that EJAG look at the rule and provide a presentation on the status.

Ms. Chavarria stated that the in-person Railyard ISR meetings have been cancelled and moved to virtual meetings. Sierra Club in San Bernardino is working with local clean air advocates to host community led workshops to inform the community of the Railyard ISR.

Agenda Item #9: Next Meeting Date

The next regular EJAG meeting date is Friday, August 23, 2024.

Adjournment

Mayor Solache adjourned the meeting at 2:29 p.m.



South Coast Air Quality Management District



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MEETING OF THE ENVIRONMENTAL JUSTICE ADVISORY GROUP FRIDAY, AUGUST 30, 2024 MEETING MINUTES

Board Members Present:

Advisory Group Chair, Veronica Padilla-Campos

Members Present:

Manuel Arredondo
Angelica Balderas
Dr. Lawrence Beeson
Ada Briceño
Kerry Doi
Lisa Hart
Angela Garcia
Kareem Gongora
Ana Gonzalez
Rafael Yanez

Members Absent:

Senator Vanessa Delgado (Ret.), Chair (Board Member)
Board Member Curt Hagman
Board Member José Luis Solache
Elizabeth Alcantar
Pamela Atcitty
Suzanne Bilodeau
Paul Choe
Dr. Afif El-Hasan
Mary Figueroa
Dr. Jill Johnston
Humberto Lugo
Edward Marquez
Oscar Rodriguez
Donald Smith

South Coast AQMD Staff:

Susan Nakamura, Chief Operating Officer
Derrick Alatorre, Deputy Executive Officer, Legislative, Public Affairs & Media
Nicholas Sanchez, Assistant Chief Deputy Counsel, Legal

Michael Krause, Assistant Deputy Executive Officer, Planning, Rules Development and Implementation

Alicia Lizarraga, Sr. Public Affairs Manager, Legislative, Public Affairs & Media
Evangelina Barrera, Sr. Public Affairs Officer, Legislative, Public Affairs & Media
Brandee Keith, Sr. Public Affairs Officer, Legislative, Public Affairs & Media

Call To Order/Opening Remarks

Advisory Group Chair Veronica Padilla-Campos called the meeting to order at 12:00 p.m., and roll call was taken.

Agenda Item #1: Approval of the February 23, 2024, and May 24, 2024, Meeting Minutes

Due to lack of quorum, these items were tabled until the next meeting.

Agenda Item #2: Review of Follow-Up/Action Items

There were no action items from the May 24, 2024, meeting

Agenda Item #3: Climate Pollution Reduction Grant (CPRG) Comprehensive Climate Action Plan (CCAP) for the Los Angeles – Long Beach – Anaheim Metropolitan Statistical Area

Ryan Wolfe, Manager of Sustainable and Resilient Development, Southern California Association of Governments, presented an update on the Climate Pollution Reduction Grant (CPRG) Comprehensive Climate Action Plan (CCAP) for the Los Angeles – Long Beach – Anaheim Metropolitan Statistical Area (MSA).

Manuel Arredondo asked if the project's scope includes areas in the Coachella Valley and lower desert. Mr. Wolfe responded that the Coachella Valley is included in the Inland Empire MSA's CCAP.

Kerry Doi requested clarification on the greenhouse gas (GHG) inventory which prompted a discussion on the topic. Rafael Yanez suggested additional reduction measures to assist in optimizing home ventilation and insulation to reduce home heating and cooling costs.

Advisory Group Chair Padilla-Campos inquired whether the plan included measures to reduce plastic waste. Mr. Wolfe confirmed there were measures that could affect the reduction of plastics. Mr. Yanez offered additional insights into the prevalent use of plastics.

For more information, refer to webcast at [00:04:34](#)

Agenda Item #4: Go Zero Pilot Program for Residential and Commercial Building Appliances Program

Michael Krause, Assistant Deputy Executive Officer, Planning, Rules, Development and Implementation, presented on the Go Zero Pilot Program for Residential and Commercial Building Appliances Program.

Angela Garcia asked if there would be an income requirement for participation and access to the program for low-income residents. Mr. Krause clarified that eligibility would focus on impacted communities designated by CalEnviroScreen, which considers multiple factors, including income

levels and that application assistance would be provided. For more information, please refer to the Webcast at [00.52:42](#).

Lisa Hart inquired if South Coast AQMD rebates could be combined with other incentive programs and emphasized the importance of outreach. Mr. Krause confirmed incentives from Go Zero can be combined with other incentives.

Kareem Gongora suggested prioritizing transparency in the application process, noting that incentives might not fully cover equipment upgrade costs.

Dr. Lawrence Beeson asked about funding for outreach. Mr. Krause mentioned no current plans for specific outreach funding but noted contractors' effectiveness in promoting savings.

Mr. Yanez discussed optimizing cost reductions and comparing upfront and long-term costs.

Ms. Hart suggested updating the program webpage with outreach information and future funding. Mr. Krause confirmed that a program webpage would be created and future funding will be depend on the program's success.

Chair Padilla-Campos asked about rebate processing, and Mr. Krause clarified that rebates would be issued after purchase and application processing. She also inquired about connecting participants with providers, and Mr. Krause mentioned past success in this area.

Harvey Eder provided public comment on solar heating and heat pumps.

For more information, refer to webcast at [00:33:32](#)

Agenda Item #5: Member Updates/Other Business

ACTION ITEM: Ana Gonzalez requested an update on Rule 1135 be agendized for the next meeting.

ACTION ITEM: Ms. Gonzalez requested an update on Assembly Bill 98, regarding air monitoring, and requested an update on South Coast AQMD's position on the bill.

Mr. Yanez reported on the AB 617 Joint CSC event and provided a summary on lessons learned.

Derrick Alatorre announced his upcoming retirement.

For more information, refer to webcast at [01:36:14](#).

Agenda Item #6: Public Comment

Mr. Eder shared concerns about meeting scheduling and reporting.

For more information, refer to webcast at [01:47:05](#).

Agenda Item #7: Next Meeting Date

The next regular EJAG meeting date is November 14, 2024.

Adjournment

Chair Padilla-Campos adjourned the meeting at 1:49 p.m.