

BOARD MEETING DATE: February 1, 2019

AGENDA NO. 19

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee held a meeting on Thursday, January 10, 2019. The following is a summary of the meeting.

RECOMMENDED ACTION:  
Receive and file.

Dr. William A. Burke, Chair  
Administrative Committee

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### **Committee Members**

Present: Dr. William A. Burke/Chair (videoconference)  
Council Member Ben Benoit/Vice Chair (videoconference)  
Mayor Judith Mitchell (videoconference)  
Dr. Clark E. Parker, Sr. (videoconference)

Absent: None

### **Call to Order**

Dr. Burke called the meeting to order at 10:00 a.m.

### **DISCUSSION ITEMS:**

1. **Board Members' Concerns:** None to report.
2. **Chairman's Report of Approved Travel:** As noted on the travel report, Mayor Mitchell will attend the monthly CARB Board meeting as the SCAQMD Board representative in Sacramento, CA, January 24, 2019.
3. **Report of Approved Out-of-Country Travel:** Staff will be traveling to China for the Motor Vehicle/Vessel Emission Control (MoVE) Workshop 2019. Dr. Burke asked how many staff members will travel to China and the cost of travel. Wayne Nastri, Executive Officer, responded that the MoVE 2019 workshop relates to the ocean-going initiative, so the conference organizers are paying a portion of his travel and lodging. The airfare for the three additional staff

members is \$1,100 each, but the conference organizers will pay for a portion of their accommodations. Dr. Burke requested that out-of-country be brought to Committee with more advance notice.

4. **Review February 1, 2019 Governing Board Agenda:** None to report.
5. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):** Supervisor Janice Hahn has selected Diane Moss as her Board Consultant.

Moved by Mitchell; seconded by Parker, unanimously approved.

Ayes: Benoit, Burke, Mitchell, Parker  
Noes: None  
Absent: None

6. **Status Report on Major Ongoing and Upcoming Projects for Information Management:** Assistant Deputy Executive Officer/Chief Information Officer Ron Moskowitz reported that by the end of February 2019, seven projects will be successfully completed, including the Replace Your Ride Phase 3 and the Permit Application Status Dashboard. The mobile application has been well-received, and the application will be promoted at the upcoming Martin Luther King, Jr. event and at the next Environmental Justice meeting. Dr. Parker inquired whether there is a way to identify speakers that choose to speak on multiple agenda items during a Board meeting. Mr. Moskowitz responded that the Request to Speak application will continue to be enhanced to add additional features, and the total number of speakers for the entire Board meeting will be added. Dr. Burke inquired about how to gain access to a webcast as it is being webcasted. Council Member Benoit stated that staff can add the YouTube page to Dr. Burke's iPad. Dr. Burke commended Mr. Moskowitz for Information Management's accomplishments.

**ACTION ITEMS:**

7. **Appropriate Funds and Amend or Execute Contracts with Outside Counsel and Specialized Legal Counsel and Services:** General Counsel Bay Gilchrist reported that this action is to appropriate \$450,000 from the Undesignated Fund Balance to Legal's 2018-19 Budget to amend or execute contracts for legal counsel for specialized, environmental, and other litigation. This includes, but is not limited to, the legal work related to the sales tax legislation, the Anaplex case, the Tesoro appeals and confidentiality issues with respect to modified hydrochloric acid. Dr. Parker inquired about the Tesoro lawsuit. Mr. Gilchrist responded that although the Tesoro integration project was won at the trial level, the petitioners have filed an appeal of that decision and the appeal will be defended by SCAQMD. SCAQMD will initially incur the costs, but will be reimbursed for those costs by Tesoro. Dr. Parker inquired if the Tesoro refunds

are received at one time or as they occur. Mr. Gilchrist responded that he will research the matter.

Moved by Mitchell; seconded by Benoit, unanimously approved.

Ayes: Benoit, Burke, Mitchell, Parker

Noes: None

Absent: None

8. **Annual Report on 457 Deferred Compensation Plan:** Assistant Deputy Executive Officer/Administrative & Human Resources John Olvera reported this item is to present the 457 Deferred Compensation Plan annual report, covering Fiscal Year 2017-18. The report provides an overview of the plan's assets, the participants, investment performance and the actions taken by the Plan's Oversight Committee. Mr. Gilchrist noted that this item should be a receive and file item rather than an action item, and does not require a vote by the Committee.
  
9. **Issue RFP for Consultant Services for SCAQMD's High School Air Quality Educational Outreach Program:** Dr. Burke reported that during a briefing with Mr. Nastri, it was determined that the cost of \$250,000 for 100 schools would be insufficient to cover the cost of materials and labor. The program cost for the past Long Beach high school conference was closer to \$1 million, which involved approximately 12,000 students in attendance. Assistant Deputy Executive Officer/Legislative, Public Affairs & Media Derrick Alatorre mentioned that the project has a very aggressive schedule since the school year has already begun. It is expected that a consultant will be on board in April, which gives the consultant a few months to get the work done prior to the beginning of the 2019-2020 school year. Due to the amount of work this will take, Dr. Burke recommended that this item be approved for a minimum of \$500,000.

Motion made by Mayor Mitchell to update the amount not to exceed \$500,000.

Moved by Mitchell; seconded by Parker, unanimously approved.

Ayes: Benoit, Burke, Mitchell, Parker

Noes: None

Absent: None

10. **Transfer and Appropriate Funds and Authorize Purchase of Kids Making Sense Kits:** Mr. Alatorre reported that this item is to transfer appropriate funds and authorize the sole source purchase of 100 Kids Making Sense Kits from Sonoma Technologies to implement an air quality program at 100 high schools in the environmental justice communities. Dr. Parker asked how many students

will be provided with a kit. Mr. Alatorre responded that each school will be given five kits, which includes low-cost sensors, and five cell phones to be used for information being transferred from the sensor to the cell phone to obtain readings. The number of students per school is estimated at 35. Mayor Benoit inquired about the cell phones. Mr. Alatorre responded that the SIM cards will be removed so the ability to use the cell phone for calls will be impossible. Mayor Mitchell inquired about the location of program implementation. Mr. Alatorre responded that the consultant will determine which schools will be involved with the program. Dr. Parker commented that this program should be implemented in areas that are represented by minority families which are usually in lower economic areas. Mr. Alatorre responded that program implementation will be at 40 schools in Los Angeles County and 20 schools in each of the other counties. Mayor Mitchell concurs that the kits should be implemented in economically-disadvantaged communities and spread across the four counties. Mr. Alatorre added that the kits are reusable. After the school year has ended, the kits can be moved to other schools. Dr. Burke commented that the San Bernardino and Riverside communities also have their share of economically challenged communities and believes that the kits should be distributed in all four counties.

Moved by Mitchell; seconded by Parker, unanimously approved.

Ayes: Benoit, Burke, Mitchell, Parker  
Noes: None  
Absent: None

**WRITTEN REPORT:**

11. **Local Government & Small Business Assistance Advisory Group Minutes for the November 9, 2018 Meeting:** Mr. Alatorre reported that this item is a written report.

**OTHER MATTERS:**

12. **Public Comment**  
There were no public comments.
13. **Next Meeting Date**  
The next regular Administrative Committee meeting is scheduled for February 8, 2019 at 10:00 a.m.

**Adjournment**

The meeting adjourned at 10:31 a.m.

**Attachment**

Local Government & Small Business Assistance Advisory Group Minutes for the November 9, 2018 Meeting



# South Coast Air Quality Management District

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## LOCAL GOVERNMENT & SMALL BUSINESS ASSISTANCE ADVISORY GROUP FRIDAY, NOVEMBER 9, 2018 MEETING MINUTES

### MEMBERS PRESENT:

Ben Benoit, Mayor Pro Tem, City of Wildomar and LGSBA Chairman  
V. Manuel Perez, Supervisor  
Janice Rutherford, Supervisor, Second District, San Bernardino County  
Felipe Aguirre  
Paul Avila, P.B.A. & Associates  
Geoffrey Blake, Metal Finishers of Southern California  
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 District

### MEMBERS ABSENT:

Dr. Clark E. Parker, Sr., Senate Rules Committee Appointee  
Rachelle Arizmendi, Mayor Pro Tempore, City of Sierra Madre  
Todd Campbell, Clean Energy  
LaVaughn Daniel, DancoEN  
Cynthia Moran, Council Member, City of Chino Hills

### OTHERS PRESENT:

Mark Abramowitz, Board Member Consultant (*Lyou*)  
Ruthanne Taylor Berger, Board Member Consultant (*Benoit*)  
Andy Silva, San Bernardino County

### SCAQMD STAFF:

Fabian Wesson, Asst. Deputy Executive Officer/Public Advisor  
Jason Low, Ph.D., Asst. Deputy Executive Officer  
Nancy Feldman, Principal Deputy District Counsel  
Al Baez, Program Supervisor  
Vasileios Papapostolou, Program Supervisor  
Tom Lee, Senior Air Quality Engineer  
De Groeneveld, Sr. Information Technology Specialist  
Elaine-Joy Hills, AQ Inspector II  
Stacy Garcia, Secretary

### **Agenda Item #1 - Call to Order/Opening Remarks**

Chair Ben Benoit called the meeting to order at 11:32 a.m.

### **Agenda Item #2 – Approval of October 12, 2018 Meeting Minutes/Review of Follow-Up/Action Items**

Chair Benoit called for approval of the October 12, 2018 meeting minutes. The minutes were approved unanimously.

### **Agenda Item #3 – Follow Up/Action Items**

Ms. Fabian Wesson stated that Mr. David Rothbart had requested a presentation on Emission Reductions Credits (ERCs). Mr. Derrick Alatorre checked with SCAQMD staff and they are not ready to present on ERCs at this time.

In response to Supervisor V. Manuel Perez's request for a symposium in Eastern Riverside County, Ms. Wesson indicated that an AB 617 meeting will be scheduled in 2019.

Ms. Wesson stated that during the October meeting, Ms. Rita Loof requested a report on activities that SCAQMD staff is working on with California Air Resources Board (CARB), in regards to AB 617. Ms. Wesson responded that reports are given at each coordination meeting and Ms. Loof stated that she would like a recap. Ms. Wesson indicated that an AB 617 update will be given at a future meeting. Ms. Wesson further stated that the steering committees for the three AB 617 communities have been formed and each consists of approximately 30 people including residents, businesses, and community based organizations. The next AB 617 meeting is in East Los Angeles on November 28, 2018. The meeting information is posted on the AB 617 webpage (<http://www.aqmd.gov/nav/about/initiatives/environmental-justice/ab617-134>) and will provide LGSBA members the information via e-mail. Ms. Rita Loof asked how trade associations are going to be able to represent communities and sit on advisory committees. Ms. Wesson stated that SCAQMD staff can provide the list of the steering committee members.

*Action Item: Provide presentation on AB 617 updates.*

*Action Item: Provide list of steering committee members to LGSBA members.*

*Action Item: E-mail flyer for AB 617 meeting on November 28, 2018 to LGSBA members.*

Mr. Bill La Marr requested that AB 617 meeting materials and presentations be posted on our website at least 24 hours in advance of a scheduled meeting. Ms. Wesson stated that it is a work in progress and staff will speak to the coordinator about it.

Ms. Loof reiterated her request on an update on outreach activities entered into with the business industry on Rule 219.

*Action Item: Provide presentation on Rule 219 updates.*

Mr. Paul Avila previously inquired on SCAQMD's involvement in the Sriracha case to which Ms. Nancy Feldman gave details in that it was a public nuisance matter. Mr. Avila stated that he would like information about SCAQMD's policies regarding public nuisance. Ms. Feldman stated that there is no specific number of complaints and in order to find a public nuisance, a considerable number of people need to be impacted which can vary from case to case. Ms. Feldman offered to present on public nuisance policies in the future.

*Action Item: Provide presentation on public nuisance by Nancy Feldman.*

Supervisor Janice Rutherford requested for Agenda Item #5 to be moved up.

**Agenda Item #5 –Air Quality Sensing & Monitoring in Citizen Science**

Mr. Vasileios Papapostolou provided an overview on the U.S. Environmental Protection Agency (EPA) funded Science to Achieve Results grant, entitled “Engage, Educate, and Empower California Communities on the Use and Applications of Low-Cost Air Monitoring Sensors.”

Ms. Loof inquired if SCAQMD gets involved with public assistance on sensor usage. Mr. Papapostolou stated that SCAQMD is involved with community groups, community members, CAPCOA agencies, and the Bay Area AQMD.

Mr. Avila inquired about all sensors that were considered. Mr. Papapostolou said that approximately 30 pollutant-type devices have been brought in and around 15 have been tested. Mr. Avila asked about the cost of a dome-type sensor. Mr. Papapostolou responded that they cost around \$200, but do have limitations.

Mr. John DeWitt asked if the sensor sites are listed publicly. Mr. Papapostolou responded that they are displayed on a map on the web. Mr. DeWitt wanted to know about the process of getting a sensor. Mr. Papapostolou indicated that the distribution of sensors are through the STAR Grant Program. Mr. Papapostolou suggested visiting AQ-SPEC webpage (<http://www.aqmd.gov/aq-spec/home>).

Supervisor Rutherford asked how the program will integrate with AB 617 community monitoring. Mr. Papapostolou said that local sensors will be involved and then will be proposed in AB 617 and other programs.

Mr. LaMarr inquired as to why San Bernardino does not have sensors. Mr. Papapostolou responded that there are sensors in San Bernardino, but are not part of the STAR Grant Program. Mr. LaMarr asked if the emissions data that will be made available at the AB 617 meetings could also be given to this group, to which Mr. Papapostolou responded yes.

*Action Item: Provide presentation on AB 617 emissions data.*

Ms. Loof stated that different sensors may give differing results on emissions and asked what standard SCAQMD is using to validate certain types of technologies. Mr. Papapostolou stated that we are involved in discussions of establishing a performance verification program at the state level. At the national level, there are discussions of a certification program, which will be led by the US EPA.

Dr. Jason Low indicated that there are limitations to the devices being used, and they are not being used for compliance targets at this point.

Mr. Rothbart asked, for anyone having a device, if they are made aware that it is a screening tool and may identify a potential area that needs to be validated by a regulatory entity. As to AB 617, Dr. Low stated that module 2 will be heavily emphasized on air monitoring.

Mr. Rothbart asked for validation of samples and how to properly sample. Mr. Papapostolou stated that guidance is provided.

Mr. LaMarr asked if data will be reliable enough, if it will be included in other studies. Mr. Papapostolou said that the local sensors are not yet approved methods. They complement existing regulatory networks. Dr. Low stated that the technology provides information, which is good enough to supplement smoke advisory.

Ms. Loof stated that it would be helpful to be part of the conversation in ongoing discussions of certification of sensors.

Supervisor Perez inquired as to what the sensors are monitoring, where they are located in his district, and requested a copy showing the locations of said sensors. He explained that nosebleeds have been reported at the schools around the Salton Sea. Mr. Papapostolou stated that the sensors that he has been discussing measure PM<sub>2.5</sub> and PM<sub>10</sub>, with the numbers referring to size of particles. Supervisor Perez asked if there is any link between PM<sub>10</sub> and nosebleeds. Mr. Papapostolou stated that he is not aware of any association, but exposure to poor air quality can cause nosebleeds. Supervisor Perez requested meetings and further data in regards to nosebleeds at the schools in his district. Dr. Low said that there are three devices in Eastern Coachella, and agreed to facilitate a conversation about PM<sub>10</sub> data and nosebleeds.

*Action Item: Send map with locations of monitors in 4<sup>th</sup> District to Supervisor Perez.*

*Action Item: Schedule meeting to discuss any correlation between nosebleeds and PM<sub>10</sub>.*

Mr. Harvey Eder commented on solar and other environmental issues.

#### **Agenda Item #4 – Proposed Updates to the Best Available Control Technology (BACT) Guidelines**

Mr. Al Baez presented on proposed updates on the Best Available Control Technologies (BACT) Guidelines.

Ms. Loof requested a copy of the Engineering & Permitting policy memorandum. Mr. Tom Lee indicated there is a link to the memorandum on the BACT webpage.

Mr. DeWitt and Mr. LaMarr inquired about costs per ton. Mr. Baez stated that costs were established in 2005 on a cost per ton basis and it will be in the board package. Mr. Baez indicated that in BACT, we get in touch with actual facilities, get input on costs for installation, compare to costs per ton. BACT is case specific.

Mr. Rothbart suggested that BACT should have a more formal process. Mr. Baez said a BACT public meeting for proposed updates will be scheduled and what Mr. Rothbart is suggesting would require Board action.

Mr. Blake asked if BACT guidelines pass, how long it would take for all permits to be re-written. Mr. Baez said rules are not impacted and that it only applies to anything new, modified or relocated.

Mr. Eder requested to enter into the record documents of clerk's transcript from appellate court and commented about solar.

#### **Agenda Item #6 – Monthly Report on Small Business Assistance Activities**

No comments.



**Agenda Item #7 - Other Business**

Ms. Wesson stated that the December meeting will be held at Centro Basco. The item on the agenda will be regarding goals and objectives, and to submit any recommendations to Ms. Stacy Garcia.

**Agenda Item #8 - Public Comment**

Mr. Eder provided public comment on solar and other environmental issues.

**Agenda Item #9 – Next Meeting Date**

The next regular Local Government & Small Business Assistance Advisory Group meeting is scheduled for Friday, December 14, 2018 at 11:30 a.m. at Centro Basco located at 13432 Central Ave., Chino, 91710.

**Adjournment**

The meeting adjourned at 12:59 p.m.