



South Coast Air Quality Management District

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

ADMINISTRATIVE COMMITTEE MEETING

Committee Members

Dr. William A. Burke, Chair
Mayor Pro Tem Ben Benoit, Vice Chair
Mayor Pro Tem Michael Cacciotti
Council Member Judith Mitchell

January 15, 2021 ♦ 10:00 a.m.

Pursuant to Governor Newsom's Executive Orders N-25-20 (March 12, 2020) and N-29-20 (March 17, 2020), the South Coast AQMD Administrative Committee meeting will only be conducted via video conferencing and by telephone. Please follow the instructions below to join the meeting remotely.

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 each.

CALL TO ORDER

DISCUSSION ITEMS – Items 1 through 9:

1. Board Members' Concerns (***No Motion Required***)
Any member of the Governing Board, on his or her own initiative may raise a concern to the Administrative Committee regarding any South Coast AQMD items or activities. Dr. William A. Burke
Committee Chair
2. Chairman's Report of Approved Travel (***No Motion Required***) Dr. Burke
3. Report of Approved Out-of-Country Travel
(***No Motion Required***) Wayne Nastri
Executive Officer
4. Review February 5, 2021 Governing Board Agenda Wayne Nastri pgs. 1-9
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***) Dr. Burke
6. Update on South Coast AQMD Inclusion, Diversity and Equity
Efforts (***No Motion Required***) Wayne Nastri pgs. 10-14
*Staff will provide an update on current and future efforts for our internal
processes and programs, and to improve how we work with communities.*
7. Budget and Economic Outlook Update (***No Motion Required***) Jill Whynot
*Staff will provide an update on economic indicators and key South Coast
AQMD metrics.* Chief Operating
Officer
8. Status Report on Major Ongoing and Upcoming Projects for
Information Management (***No Motion Required***) Ron Moskowitz pgs. 15-21
*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.* Chief Information
Officer, Information
Management
9. Monitoring and Analysis Division Vehicles (***No Motion Required***) Matt Miyasato pgs. 22-34
*Staff has been evaluating the potential for electrifying the vehicles used in
Monitoring and Analysis Division field operations. Staff will present the
challenges and opportunities in utilizing currently available electric
vehicles for these operations.* DEO, Science &
Technology
Advancement

ACTION ITEMS – Items 10 through 15:

FEBRUARY ITEMS

10. Recognize Revenue, Appropriate Funds, Execute Purchase Orders
and Contracts to Design and Develop a Mobile Air Toxics
Measurement Platform (***Motion Requested***) Jason Low pgs. 35-39
*South Coast AQMD applied for U.S. EPA "Community-Scale Air Toxics
Ambient Monitoring" funds for FY 2020-21 through
FY 2022-24 and was awarded \$749,624 to design and develop a platform
for highly time-resolved mobile measurements of air toxics. This platform* ADEO, Science &
Technology
Advancement

is being developed to identify major sources of particulate metals, ethylene oxide and other air toxics emissions and pollution hotspots. These actions are to recognize up to \$749,624 in revenue into the General Fund and appropriate up to \$674,240 to the Science & Technology Advancement's or Planning, Rule Development & Area Sources' Budget, and to execute purchase orders and contracts for equipment and services for the Community-Scale Air Toxics Ambient Monitoring program..

11. Amend AB 1318 Mitigation Fees Fund Contract with Coachella Valley Association of Governments (***Motion Requested***)
In January 2013, the Board approved contracts for emission reduction projects in the Coachella Valley from the AB 1318 Mitigation Fees Fund (58) for numerous projects. The Coachella Valley Association of Governments (CVAG) received \$17,400,000 for constructing a 46-mile corridor for neighborhood electric vehicles, bicycles and pedestrians, known as "CV Link" that will extend from Palm Springs to Coachella. A portion of the CV Link has been completed and in anticipation of the next construction phase, CVAG is requesting addition of funds as a result of accrued interest from award balance, as included in the contract. This action is to augment the existing funding by \$1,469,680 and amend the contract with CVAG.

Naveen Berry
ADEO, Science &
Technology
Advancement

pgs. 40-41
12. Appropriate Funds and Amend or Execute Contracts with Outside Counsel and Specialized Legal Counsel and Services (***Motion Requested***)
This action is to appropriate \$480,000 from the General Fund Undesignated (Unassigned) Fund Balance to Legal's FY 2020-21 and/or FY 2021-22 Budgets and amend or execute contracts for legal counsel for specialized, environmental, and other litigation.

Bayron Gilchrist
General Counsel

pgs. 42-43
13. Appropriate Funds and Amend or Initiate Contracts with Outside Counsel and Specialized Legal Counsel and Services (***Motion Requested***)
This action is to appropriate \$100,000 from the Undesignated (Unassigned) Fund Balance to AHR's FY 2020-21 Budget and amend or initiate contracts with prequalified counsel approved by the Board for employment and labor relations legal services and specialized legal services.

John Olvera
DEO,
Administrative &
Human Resources

pgs. 44-45
14. Receive and File Annual Report on 457 Deferred Compensation Plan, Appoint Member to Deferred Compensation Plan Committee, and Issue RFP for Deferred Compensation Plan Administrator Services (***Motion Requested***)
South Coast AQMD sponsors an IRS-approved 457 deferred compensation program for its employees. The Annual Report addresses 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. This action is to receive and file the Annual Report. This action is also to appoint a new member to the Committee, due to a recent retirement, pursuant to the Committee Charter. Finally, this action is to issue an RFP to provide record-keeping and administration services for the 457 Deferred

John Olvera

pgs. 46-84

Compensation Plan.

15. Recommend to Renew Memberships to South Coast AQMD Local Government and Small Business Assistance Advisory Group
(Motion Requested)
Vice Chairman Ben Benoit recommends approval to renew the membership term for nine current members of the Local Government and Small Business Assistance Advisory Group: Felipe Aguirre, Paul Avila, Geoffrey Blake, Todd Campbell, LaVaughn Daniel, John DeWitt, Bill LaMarr, Rita Loof and David Rothbart.
- Derrick J. Alatorre DEO, Legislative, Public Affairs & Media pgs. 85-97

WRITTEN REPORT:

16. Local Government & Small Business Assistance Advisory Group Minutes for the November 13, 2020 Meeting
(No Motion Required)
Attached for information only are the Local Government & Small Business Assistance Advisory Group minutes for the November 13, 2020 meeting.
- Derrick J. Alatorre pgs. 98-101

OTHER MATTERS:

17. Other Business
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)
- Dr. Burke
18. Public Comment
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 each.
19. **Next Meeting Date:** February 12, 2021 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 District. Please contact Nancy Velasquez at (909) 396-2557 from 7:00 a.m. to 5:30 p.m., Tuesday through Friday, or send the request to nvelasquez@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 Nancy Velasquez at (909) 396-2557, or send the request to nvelasquez@aqmd.gov.

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION

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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 Chairman will announce public comment.

Speakers will be limited to a total of three (3) minutes for the Consent Calendar and Board Calendar, and three (3) minutes or **less** for 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.

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Directions for Video Zoom on a SMARTPHONE:

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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.



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[Back to Agenda](#)

Item 4

1/8/21 5:45 PM

DRAFT AGENDA

MEETING, FEBRUARY 5, 2021

A meeting of the South Coast Air Quality Management District Board will be held at 9:00 AM.

Pursuant to Governor Newsom's Executive Orders N-25-20 (March 12, 2020) and N-29-20 (March 17, 2020), the Governing Board meeting will only be conducted via video conferencing and by telephone. Please follow the instructions below to join the meeting remotely.

ELECTRONIC PARTICIPATION INFORMATION (Instructions provided at bottom of the agenda)

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,,97364562763# or +12532158782,,93128605044#

Audience will be allowed to provide public comment through telephone or Zoom connection.

PUBLIC COMMENT WILL STILL BE TAKEN

Questions About an Agenda Item

- 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 at South Coast AQMD's web page (www.aqmd.gov).

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A webcast of the meeting is available for viewing at:

<http://www.aqmd.gov/home/news-events/webcast>

Cleaning the air that we breathe...

CALL TO ORDER

- Pledge of Allegiance
- Swearing in of Newly Appointed Board Member Rex Richardson **Burke**
- Roll Call
- Opening Comments: William A. Burke, Ed.D., Chair
Other Board Members
Wayne Nastri, Executive Officer

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.

Staff/Phone (909) 396-

CONSENT CALENDAR (Items X through XX)

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

- 11281. Approve Minutes of January 8, 2021 Board Meeting **Thomas/3268**
- 11293. Set Public Hearing March 5, 2021 to Consider Adoption of and/or Amendments to South Coast AQMD Rules and Regulations **Nastri/3131**
- 11288. Set Public Hearing March 5, 2021 to Determine That Proposed Amended Rule 218 - Continuous Emission Monitoring; Proposed Rule 218.2 - Continuous Emission Monitoring System: General Provisions; and Proposed Rule 218.3 - Continuous Emission Monitoring System: Performance Specifications; Are Exempt from CEQA; Amend Rule 218; and Adopt Rules 218.2 and 218.3 **Nakamura/3105**

Proposed Rules 218.2 and 218.3 (PR 218.2 and 218.3) will establish guidance and specifications for installation and operation of a non-RECLAIM or former RECLAIM continuous emission monitoring system (CEMS) that continuously measure pollutant concentrations or emissions to determine compliance with rule limits. Proposed Amended Rule 218 (PAR 218) will provide a phase out provision for the transition to PR 218.2 and 218.3 from Rules 218 and 218.1 (non-RECLAIM CEMS) and Rule 2012 (former-RECLAIM CEM). This action is to adopt the Resolution: 1) Determining that Proposed Amended Rule 218 - Continuous Emission Monitoring; Proposed Rule 218.2 - Continuous Emission Monitoring System: General Provisions; and Proposed Rule 218.3 - Continuous Emission Monitoring System: Performance Specifications; are exempt from the requirements of the California Environmental Quality Act; and 2) Amending Rule 218 - Continuous Emission Monitoring; and Adopting Rule 218.2 - Continuous Emission Monitoring System: General Provisions; and Rule 218.3 - Continuous Emission Monitoring System: Performance Specifications. (Reviewed: Stationary Source Committee, January 22, 2021)

Budget/Fiscal Impact

11220. **Execute Contract for the Volkswagen Environmental Mitigation Trust Program – Combustion Freight and Marine Projects Category and Amend Contract for Outreach and Other Program-Related Support** **Berry/2363**

In December 2020, the Board approved the execution of contracts for combustion freight and marine projects eligible for funding through the Volkswagen (VW) Environmental Mitigation Trust Program. These actions are to execute a contract for one additional truck replacement project that is now eligible for funding under the Combustion Freight and Marine Projects Category and amend a contract to provide outreach and other program-related support for VW Program not to exceed \$135,000 from the VW Mitigation Special Revenue Fund (79). (Reviewed: Technology Committee, January 22, 2021; Recommended for Approval)

11140. **Amend Contract with Coachella Valley Association of Governments** **Berry/2363**

In January 2013, the Board approved contracts for emission reduction projects in the Coachella Valley from the AB 1318 Mitigation Fees Fund (58) for numerous projects. The Coachella Valley Association of Governments (CVAG) received \$17,400,000 for constructing a 46-mile corridor for neighborhood electric vehicles, bicycles and pedestrians, known as “CV Link” that will extend from Palm Springs to Coachella. A portion of the CV Link has been completed and in anticipation of the next construction phase, CVAG is requesting addition of funds as a result of accrued interest from award balance, as included in the contract. This action is to augment the existing funding by \$1,469,680 and amend the contract with CVAG. (Reviewed: Administrative Committee, January 15, 2021; Recommended for Approval)

11076. **Recognize Revenue, Appropriate Funds, Execute Purchase Orders and Contracts to Design and Develop a Mobile Air Toxics Measurement Platform** **Low/2269**

South Coast AQMD applied for U.S. EPA “Community-Scale Air Toxics Ambient Monitoring” funds for FY 2020-21 through FY 2022-24 and was awarded \$749,624 to design and develop a platform for highly time-resolved mobile measurements of air toxics. This platform is being developed to identify major sources of particulate metals, ethylene oxide and other air toxics emissions and pollution hotspots. These actions are to recognize up to \$749,624 in revenue into the General Fund and appropriate up to \$674,240 to the Science & Technology Advancement’s or Planning, Rule Development & Area Sources’ Budget, and to execute purchase orders and contracts for equipment and services for the Community-Scale Air Toxics Ambient Monitoring program. (Reviewed: Administrative Committee, January 15, 2021; Recommended for Approval)

11145. **Renew South Coast AQMD's Membership in CaFCP for Calendar Year 2021 and Receive and File California Fuel Cell Partnership Executive Board Meeting Agenda and Activity Updates** **Miyasato/3249**

South Coast AQMD has been a member of the California Fuel Cell Partnership (CaFCP) since 2000. These actions are to renew South Coast AQMD's membership in the CaFCP for Calendar Year 2021 in an amount not to exceed \$70,000 from the Clean Fuels Program Fund (31). This action is to also receive and file the CaFCP Executive Board Meeting Agendas for October 7, 2020 and December 16, 2020, and Activity Updates for the second and third quarters of 2020. (Reviewed: Technology Committee, January 22, 2021; Recommended for Approval)

11282. **Appropriate Funds and Amend or Execute Contracts with Outside Counsel and Specialized Legal Counsel and Services** **Gilchrist/3459**

This action is to appropriate \$480,000 from the General Fund Undesignated (Unassigned) Fund Balance to Legal's FY 2020-21 and/or FY 2021-22 Budgets and amend or execute contracts for legal counsel for specialized, environmental, and other litigation. (Reviewed: Administrative Committee, January 15, 2021; Recommended for Approval)

11279. **Appropriate Funds and Amend or Initiate Contracts with Outside Counsel and Specialized Legal Counsel and Services** **Olvera/2309**

This action is to appropriate \$100,000 from the Undesignated (Unassigned) Fund Balance to Administrative/Human Resources's FY 2020-21 Budget and amend or initiate contracts with prequalified counsel approved by the Board for employment and labor relations legal services and specialized legal services. (Reviewed: Administrative Committee, January 15, 2021; Recommended for Approval)

11280. **Receive and File Annual Report on 457 Deferred Compensation Plan, Appoint Member to Deferred Compensation Plan Committee, and Issue RFP for Deferred Compensation Plan Administrator Services** **Olvera/2309**

South Coast AQMD sponsors an IRS-approved 457 deferred compensation program for its employees. The Annual Report addresses 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. This action is to file the Annual Report. This action is also to appoint a new member to the Committee, due to a recent retirement, pursuant to the Committee Charter. Finally, this action is to issue an RFP to provide record-keeping and administration services for the 457 Deferred Compensation Plan. (Reviewed: Administrative Committee, January 15, 2021; Recommended for Approval)

11228. Approve Contract Award and Modifications as Approved by MSRC **McCallon**

Items XX through XX - Information Only/Receive and File

11150. Legislative, Public Affairs and Media Report **Alatorre/3122**
- This report highlights the December 2020 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)
11255. Hearing Board Report **Prussack/2500**
- This reports the actions taken by the Hearing Board during the period of December 1 through December 31, 2020. (No Committee Review)
11182. Civil Filings and Civil Penalties Report **Gilchrist/3459**
- This reports the monthly penalties from December 1, 2020 through December 31, 2020, and legal actions filed by the General Counsel's Office from December 1, through December 31, 2020. An Index of South Coast AQMD Rules is attached with the penalty report. (Reviewed: Stationary Source Committee, January 22, 2021)
11130. Lead Agency Projects and Environmental Documents Received **Nakamura/3105**
- This report provides a listing of CEQA documents received by the South Coast AQMD between December 1, 2020 and December 31, 2020, and those projects for which the South Coast AQMD is acting as lead agency pursuant to CEQA. (Reviewed: Mobile Source Committee, January 22, 2021)
11098. Rule and Control Measure Forecast **Fine/2239**
- This report highlights South Coast AQMD rulemaking activities and public hearings scheduled for 2021. (No Committee Review)

11238. **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 item is to provide the monthly status report on major automation contracts and planned projects. (Reviewed: Administrative Committee, January 15, 2021)

11221. **Status Report on Regulation XIII – New Source Review** **Dejbakhsh/2618**

This report presents the state and federal Preliminary Determination of Equivalency for January 2019 through December 2019. As such, it provides information regarding the status of Regulation XIII – New Source Review in meeting state and federal NSR requirements and shows that South Coast AQMD's NSR program is in preliminary compliance with applicable state and federal requirements from January 2019 through December 2019. (Reviewed: Stationary Source Committee, January 22, 2021)

XX. Items Deferred from Consent Calendar

BOARD CALENDAR

11202. **Administrative Committee** (Receive & File) **Chair: Burke** **Nastri/3131**
11108. **Mobile Source Committee** (Receive & File) **Chair: Burke** **Fine/2239**
11152. **Stationary Source Committee** (Receive & File) **Chair: Benoit** **Dejbakhsh/2618**
11170. **Legislative Committee** **Alatorre/3122**
11191. **Technology Committee** (Receive & File) **Chair: Buscaino** **Miyasato/3249**
11269. **Mobile Source Air Pollution Reduction Review Committee** (Receive & File) **Board Liaison: Benoit** **Berry/2363**

Staff Presentation/Board Discussion

11089. **Budget and Economic Outlook Update** (*Presentation in Lieu of Board Letter*) **Whynot/3104**

Staff will provide an update on economic indicators and key South Coast AQMD metrics. (Reviewed: Administrative Committee, January 15, 2021)

PUBLIC HEARINGS

11265. Determine That Proposed Rule 1150.3 – Emissions of Oxides of Nitrogen from Combustion Equipment at Landfills, Is Exempt from CEQA and Adopt Rule 1150.3 **Nakamura/3105**

Proposed Rule 1150.3 (PR 1150.3) will establish NOx and CO emission limits for boilers, process heaters, and turbines located at municipal solid waste landfills and landfill gas to energy facilities. PR 1150.3 also includes provisions for emissions monitoring, reporting, and recordkeeping. This action is to adopt the Resolution: 1) Determining that Proposed Rule 1150.3 – Emissions of Oxides of Nitrogen from Combustion Equipment at Landfills, is exempt from the requirements of the California Environmental Quality Act; and 2) Adopting Rule 1150.3 – Emissions of Oxides of Nitrogen from Combustion Equipment at Landfills. (Reviewed: Stationary Source Committee, November 20, 2020)

11144. Determine That Proposed Amendments to BACT Guidelines Are Exempt from CEQA and Amend BACT Guidelines **Miyasato/3249**

Periodically, staff proposes amendments to the BACT Guidelines to add new or update determinations and/or policy. These actions are to add new and amended listings to Part B: Lowest Achievable Emission Rate Determinations for Major Polluting Facilities, Part D: BACT Determinations for Non-Major Polluting Facilities and update Overview, Parts A, C and E Policy for Major, Non-Major Polluting Facilities and Facilities Subject to Prevention of Significant Deterioration for Greenhouse Gases. Additionally, these actions are to determine that the proposed amendments to the BACT Guidelines are exempt from CEQA, amend the BACT Guidelines to make them consistent with recent changes to South Coast AQMD rules and regulations as well as state requirements. (Reviewed: Stationary Source Committee, January 22, 2021)

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.

CLOSED SESSION - (No Written Material)

Gilchrist/3459

ADJOURNMENT

PUBLIC COMMENTS

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

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- 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.

Update on South Coast AQMD Inclusion, Diversity and Equity Efforts

**Administrative Committee
January 15, 2021**

Recent Actions

- Diversity, Equity & Inclusion (DEI) Officer
 - Able to hire a very well qualified and experienced person
 - Started January 11
 - Reports directly to Executive Officer
 - Will help shape all our policies and programs – internally and with community

IDEA Panel

- Developed draft 2021 Diversity and Inclusivity Calendar
- Developed specific recommendations for training
- New DEIO will review and work with them



Future Actions

- Work closely with new Diversity, Equity and Inclusion Officer
- Additional speakers and training
- Begin 2021 events for education and celebration of cultural diversity

Summary

- Remain committed to inclusion, diversity and equity efforts
- Looking forward to working with the new DEIO who will talk with the Executive team, IDEA Panel and others to formulate a work plan and budget

DRAFT

BOARD MEETING DATE: February 5, 2021

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 item is to provide the monthly status report on major automation contracts and planned projects.

COMMITTEE: Administrative, January 15, 2021; Reviewed

RECOMMENDED ACTION:
Receive and file.

Wayne Nasti
Executive Officer

RMM:MAH:XC: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 Board-approved 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.

In light of COVID-19 and the related budget impact, we are evaluating all of our projects and delaying non-critical projects as long as possible.

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

ATTACHMENT
February 5, 2021 Board Meeting
Status Report on Major Ongoing and Upcoming Projects for Information Management

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Office 365 Implementation	Acquire and implement Office 365 for South Coast AQMD staff	\$350,000	<ul style="list-style-type: none"> • Pre-assessment evaluation and planning completed • Board approved funding on October 5, 2018 • Developed implementation and migration plan • Acquired Office 365 licenses • Implemented Office 365 email (Exchange) and migrated all users • Trained staff in Office 365 Pro Plus desktop software • Implemented Office 365 Pro Plus, Office Web, and OneDrive for Business 	<ul style="list-style-type: none"> • Implement Office 365 internal website (SharePoint) and migrate existing content
Cybersecurity Assessment	Perform a cybersecurity risk assessment, maturity assessment, and penetration testing	\$100,000 (not included in FY 2020-21 Budget)		<ul style="list-style-type: none"> • Release RFP February 5, 2021 • Award Contract April 9, 2021 • Complete Cybersecurity assessment July 30, 2021
Phone System Upgrade	Upgrade components of the agency Cisco Unified Communications System that are past end of support.	\$190,000 (not included in FY 2020-21 Budget)		<ul style="list-style-type: none"> • Release RFQ February 5, 2021 • Recommend Award May 7, 2021 • Award bid June 16, 2021 • Complete upgrade September 30, 2021

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
South Coast AQMD Mobile Application Enhancements	Enhancement of Mobile application from SRA based map to grid map. This grid map will allow users to see AQI at a finer resolution.	\$100,000	<ul style="list-style-type: none"> • Vision and scope completed • Project charter released • Task order issued, evaluated and awarded • Project kick off completed • User Interface design completed • Code Development completed • User Acceptance Testing completed • Deployed Gridded Air Quality Enhancement to production 	<ul style="list-style-type: none"> • Post production support
Permitting System Automation Phase 2	Enhanced Web application to automate filing of permit applications, Rule 222 equipment and registration for IC engines; implement electronic permit folder and workflow for internal South Coast AQMD users	\$525,000	<ul style="list-style-type: none"> • Board approved initial Phase 2 funding December 2017 • Board approved remaining Phase 2 funding October 5, 2018 • Completed report outlining recommendations for automation of Permitting Workflow • Developed application submittals and form filing for first nine of 32 400-E forms • Completed application submittals and form filing for 23 types of equipment under Rule 222 ready for User Testing • Deployed to production top three most frequently used Rule 222 forms: Negative Air Machines, Small Boilers, and Charbroilers • Completed requirements gathering for Phase II of the project (an additional 10 400-E-XX forms) • User Acceptance Testing and Deployment to production of Emergency IC Engines Form (EICE-RE) completed. 	<ul style="list-style-type: none"> • Complete User Testing for first nine 400-E forms • Complete User Acceptance Testing and Deployment of remaining 22 Rule 222 forms to production • Development of Phase II additional 10 400-E-XX forms

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
AQ-SPEC Cloud Platform Phase II	Integrate separate data systems into the AQ-SPEC cloud-based platform to manage data and build interactive data visualizations and data dashboards for web-based viewing	\$313,350	<ul style="list-style-type: none"> • Project charter released • Task order issued, evaluated and awarded • Project kickoff 	<ul style="list-style-type: none"> • Requirement gathering
PeopleSoft Electronic Requisition	South Coast AQMD is implementing an electronic requisition for PeopleSoft Financials. This will allow submittal of requisitions online, tracking multiple levels of approval, electronic archival, pre-encumbrance of budget, and streamlined workflow	\$75,800	<ul style="list-style-type: none"> • Project charter released • Task order issued, evaluated and awarded • Requirement gathering and system design completed • System setup and code development and user testing for Information Management completed • System setup and code development and User Acceptance Testing completed for Administrative and Human Resources completed • System setup for Technology Advancement Office completed 	<ul style="list-style-type: none"> • Deployment to IM and AHR Divisions • TAO training and Integrated User Testing for other divisions
Proposition 1B	Development of an online Grant Management System (GMS) portal for the Proposition 1B Program - Goods Movement Emission Reduction Program – Heavy-Duty Trucks	\$75,200	<ul style="list-style-type: none"> • Draft Charter Document issued • Project Initiation completed • Task order issued • Deployed Phase I to production – applicant/third party registration and application submission 	<ul style="list-style-type: none"> • Development of additional forms and customize GMS look and feel

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Source Test Tracking System	South Coast AQMD will implement an Online Source Test Tracking System to keep track of timelines, as well as quantify the number of test protocols and reports received. The Source Test Tracking System will provide an external online portal to submit source testing protocols and reports, ability to track the review process, and provide integration to all other business units for all source test protocols and report submitted. It will also provide an external dashboard to review the status of a submittal	\$250,000	<ul style="list-style-type: none"> • Project Charter approved • Project Initiation completed • Task Order issued • Project Kick-off completed • User requirements gathering for Source Testing and Engineering & Permitting Divisions completed • User requirements gathering for Compliance & Enforcement and Planning Divisions completed • Development of Full Business Process Model of the To-Be system completed • Development of screens mock-ups for the system completed • Review proposed automation with EQUATE group completed • Proposal for system development approved • Completed Development of Sprint 1 of STPRTS 	<ul style="list-style-type: none"> • Development of Sprint 2 and 3 of the Source Test Protocol and Report Tracking System (STPRTS)
Renewal of HP Server Maintenance & Support	Purchase of maintenance and support services for servers and storage devices	\$140,000		<ul style="list-style-type: none"> • Request Board approval for HP server maintenance and support • Execute contract April 30, 2021

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
VW Environmental Mitigation Action Plan Project	CARB has assigned South Coast AQMD to develop web applications for two projects: Zero-Emission Class 8 Freight and Port Drayage Truck Project and Combustion Freight and Marine Project. The agency is also responsible for maintaining a database that will be queried for reporting perspectives for CARB	\$355,000	<ul style="list-style-type: none"> • Draft Charter Document issued • Project Initiation completed • Task order issued • Deployed Phase I to production • Phase II to production – Messaging, Evaluation, and Administration • Development of evaluation module and calculation module completed • Phase III - ZE Class 8 Application deployed to production • Development of Phase III – Ranking Contracting, and Inspection to be finalized 	<ul style="list-style-type: none"> • User Acceptance Testing for Phase III – Ranking, Contracting, and Inspection.
Renewal of OnBase Software Support	Authorize the sole source purchase of OnBase software subscription and support for one year	\$140,000		<ul style="list-style-type: none"> • Request Board approval May 7, 2021 • Execute contract July 15, 2021
Lower-Emission School Bus Program	Development of an online Grant Management System (GMS) portal for the Lower-Emission School Bus Incentive Program	\$50,200	<ul style="list-style-type: none"> • Draft Charter Document issued • Project Initiation completed • Task order issued • Phase I deployed to production – applicant/third party registration and application submission 	<ul style="list-style-type: none"> • Customize GMS look and feel

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

Completed Projects

Project	Date Completed
South Coast AQMD Mobile Application Enhancements – Gridded AQI	December 9, 2020
Lower Emission School Bus Online Application Filing and Grant Management	December 9, 2020
Rule 1180 Fence Line Monitoring Web Site Enhancements II	November 6, 2020
Proposition 1B Online Application Filing and Grant Management Portal	November 6, 2020
CLASS Database Software Licensing	October 16, 2020
Flare Event Notification – Rule 1118 Phase II	October 14, 2020
Volkswagen Environmental Mitigation Administration Zero Emission Class 8	August 18, 2020
Ingres Actian X database migration	August 17, 2020
Rule 1403 Enhancement	July 1, 2020
Legal Office System	June 17, 2020
Document Conversion Services	June 30, 2020
Oracle PeopleSoft Software Support	June 5, 2020
Renewal of OnBase Software Support	May 1, 2020
Public Facing Permit Application Status Dashboard	May 1, 2020
Mobile Application Enhancement – Hourly Forecast	April 29, 2020
Renewal of HP Server Maintenance & Support	April 30, 2020
Rule 1180 Fence Line Monitoring Web Site Enhancements	April 3, 2020
Volkswagen Environmental Mitigation Administration and Communication Module	March 3, 2020
Data Cable Infrastructure Installation	February 31, 2020
Prequalify Vendor List for PCs, Network Hardware, etc.	February 7, 2020
Mobile Application Enhancements Including Spanish Language	January 23, 2020



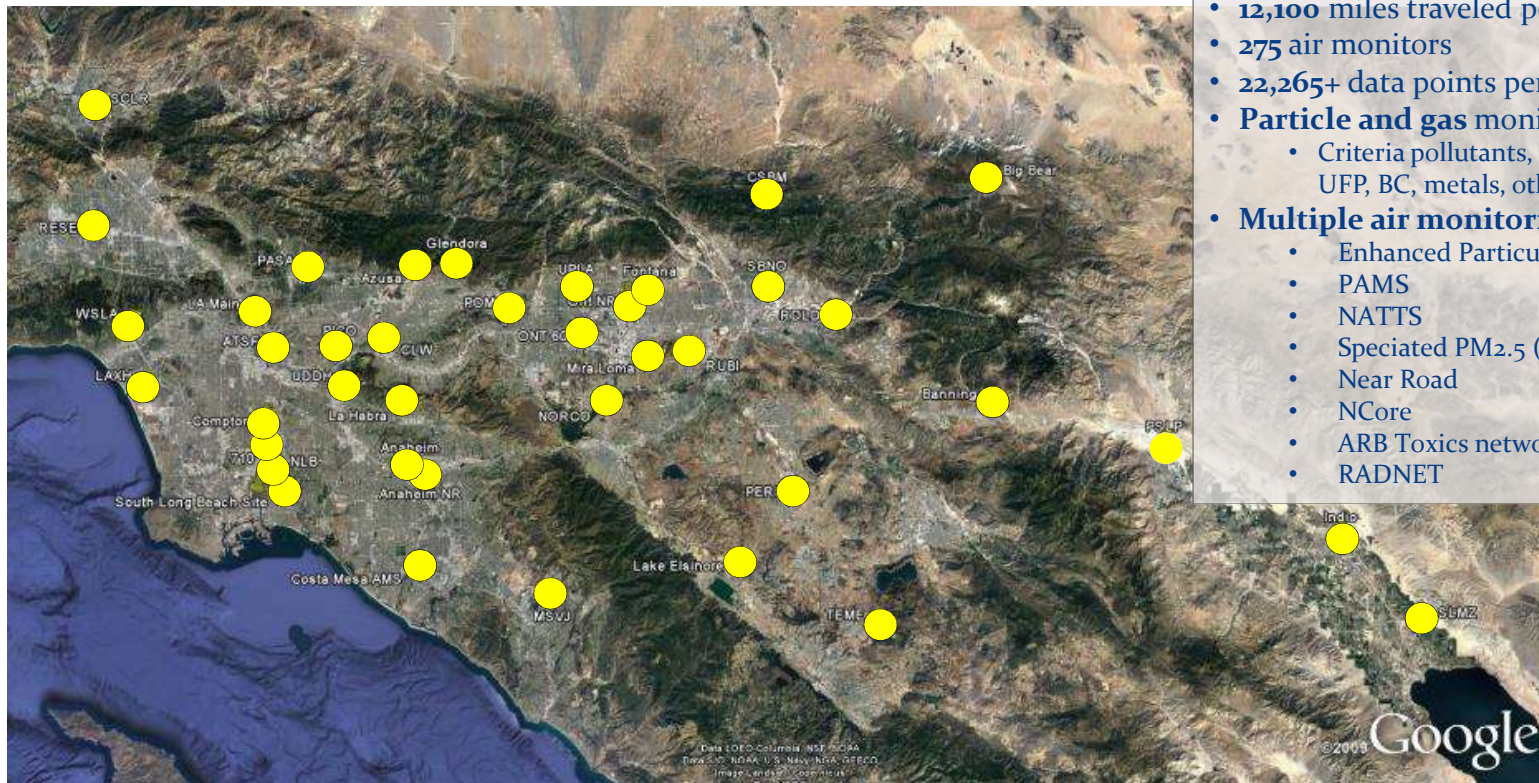
Monitoring and Analysis Division Vehicles

Duty-cycle and Electrification Evaluation

January 2021

South Coast Air Quality Management District
Science & Technology Advancement

Ambient Air Monitoring Network



- 43+ permanent air monitoring sites
- 12,100 miles traveled per week
- 275 air monitors
- 22,265+ data points per week
- **Particle and gas monitoring**
 - Criteria pollutants, VOCs, carbonyls, UFP, BC, metals, other air toxics
- **Multiple air monitoring programs**
 - Enhanced Particulate
 - PAMS
 - NATTS
 - Speciated PM_{2.5} (CSN)
 - Near Road
 - NCore
 - ARB Toxics network
 - RADNET

Monitoring Van Requirements

Metric	Minimum Requirement	Notes
Range	250 miles / day	Can travel up to 360 miles during unanticipated return visits.
Availability of fueling	Metropolitan Los Angeles, Inland Empire, Coachella	Remote access sites include Big Bear Lake, Central SB Mountains and Mecca.
Cargo Capacity	120 ft ³ – 250ft ³	Space to carry and secure large equipment and cylinder gasses.
Durability	Commercial applications	Ability to load bulky items without damaging vehicle and safety partition to protect driver.
Security/Accessibility	Windowless cargo doors and sliding door	Ability to load large equipment into vehicle and secure diagnostic tools and equipment.



GMC Savana CNG



Chevrolet Express CNG



Chrysler Pacifica PHEV



Ford Transit Gasoline Version



Chevrolet Volt PHEV Mobile Platform



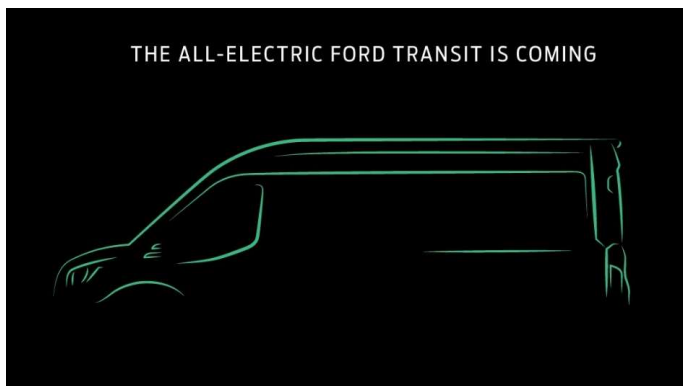
Monitoring Van Comparisons



Make-Model	Technology	Range (min required 200 mi)	Vehicle cargo (ideal 105-250 cu.ft.)	Date available	Base Cost \$ (Before upfit)
Chanje V8100	Battery Electric	150 miles	675 cu.ft.	1/2021	\$135,000
Phoenix Airport Shuttle	Battery Electric	80-150 miles	675 cu.ft.	Currently available	\$180,000
GreenPower EV Star CarGo	Battery Electric	150 miles	570 cu.ft.	Currently available	\$169,500
Lightning Systems Van	Battery Electric	120 mi (86 kWh)	570 cu.ft.	1/2021	\$103,000
Workhorse C1000 Van	Battery Electric	100 mi (70 kWh)	1000 cu.ft.	Currently available	\$115,000
Adomani Envirotech Van	Battery Electric	130 miles	250 cu.ft.	Currently available	\$125,000
XL Hybrids (Ford Base)	Gasoline Hybrid Van, ULEV 70	350 miles	240 cu.ft.	Currently available	~\$60,000 (\$30k vehicle, \$30k uplift)
2020 Ford Transit Connect	Gasoline, LevIII ULEV 70	350 miles	123 cu.ft.	Currently available	\$22,340



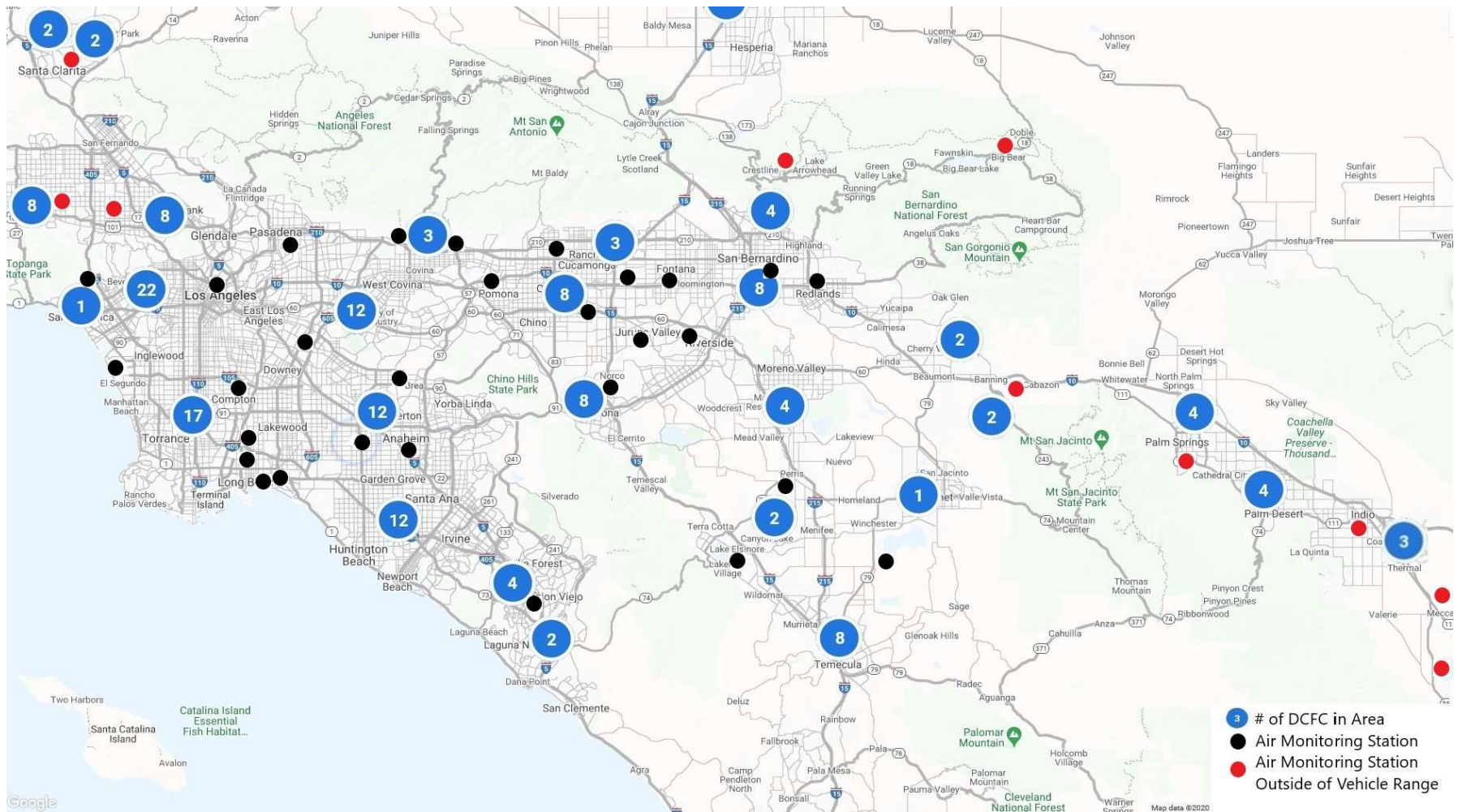
Monitoring Van Options Available 2021+



Rivian Van

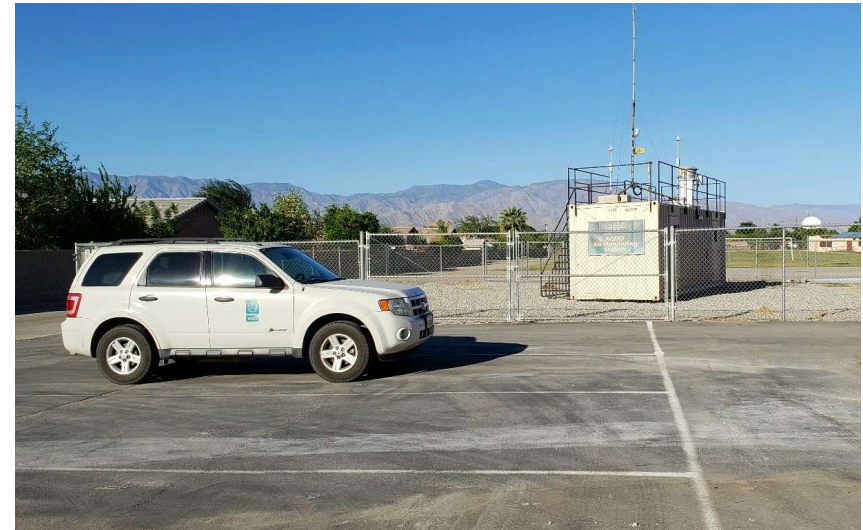


South Coast AQMD Monitoring Stations and DC Fast Charging Stations

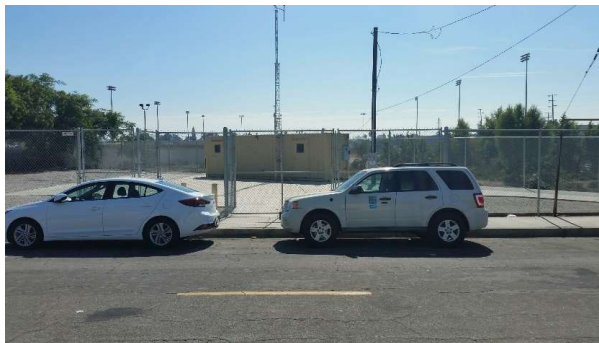
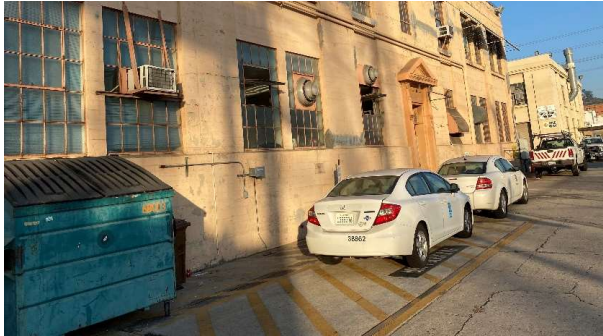


South Coast AQMD Monitoring Stations and DC Fast Charging Infrastructure

- DOE Alternative Fuel Data Center and Plugshare show 8,500 Level 2 and 1,300 DC fast chargers in South Coast Air Basin
- 35% of Federal Program monitoring sites are co-located at South Coast AQMD monitoring stations with 240V power
- Site operators require 6 hours charging/day on site or 2 hours at public DCFC/day (BEVs)
- Typical dwell time at monitoring stations is 20-30 minutes for Federal Program site maintenance and 2 hours for ambient monitoring site maintenance. Dwell time is inadequate to sufficiently charge site operator vehicles
- Although there is a DCFC within 5 miles or 20 minutes from most stations, the range of the vehicles and charging time would limit operation to only stations nearest HQ



Monitoring Station Considerations



- Property not owned
- Leases are either leased private land or public land access agreements
- No assigned parking at some stations.
- No power near parking at some locations



Current Shuttle - Van Demonstrations



EVSE Demo for Chanje



Phoenix Motorcars

Next Steps

- Currently only a few commercial vehicles that can effectively meet air monitoring operational criteria
 - Cargo capacity
 - Range / opportunity charging
 - Cost
- Evaluate new vehicles as they become available in future
- Conduct demonstration project with electric cargo vehicles



DRAFT

BOARD MEETING DATE: February 5, 2021

AGENDA NO.

PROPOSAL: Recognize Revenue, Appropriate Funds, Execute Purchase Orders and Contracts to Design and Develop a Mobile Air Toxics Measurement Platform

SYNOPSIS: South Coast AQMD applied for U.S. EPA “Community-Scale Air Toxics Ambient Monitoring” funds for FY 2020-21 through FY 2022-24 and was awarded \$749,624 to design and develop a platform for highly time-resolved mobile measurements of air toxics. This platform is being developed to identify major sources of particulate metals, ethylene oxide and other air toxics emissions and pollution hotspots. These actions are to recognize up to \$749,624 in revenue into the General Fund and appropriate up to \$674,240 to the Science & Technology Advancement’s or Planning, Rule Development & Area Sources’ Budget, and to execute purchase orders and contracts for equipment and services for the Community-Scale Air Toxics Ambient Monitoring program.

COMMITTEE: Administrative, January 15, 2021; Recommended for Approval

RECOMMENDED ACTIONS:

1. Recognize up to \$749,624 in revenue into the General Fund, upon receipt, and as set forth in Table 1, appropriate up to \$674,240, into Science & Technology Advancement’s (43) or Planning, Rule Development & Area Sources’ (26) FY 2020-21, FY 2021-22, and/or FY 2022-23 Budget, Services and Supplies/Capital Outlays Major Objects, as needed (exclude \$75,384 in Salaries and Benefits already included in the adopted budget);
2. Authorize the Procurement Manager, in accordance with South Coast AQMD Procurement Policy and Procedure, to issue purchase orders or a solicitation(s), as needed, followed by a purchase order for the equipment listed in Table 1, as follows:
 - a. Up to three (3) Field X-ray Fluorescence Instrument Packages (model Xact® 625i) from SailBri Cooper Incorporated in an amount not to exceed \$379,746; and
 - b. One Data Server in an amount not to exceed \$100,000.
3. Authorize the Executive Officer to execute the following, as listed in Table 1:

- a. A contract with Aerodyne Research Inc. in an amount up to \$70,000 to demonstrate the capabilities of a recently developed ethylene oxide monitor for mobile monitoring applications; and
- b. Contracts or purchase orders, as deemed appropriate, in an amount up to \$50,000 for storage services with vendor(s) selected from the South Coast AQMD's List of Prequalified Vendors to provide cloud data storage.

Wayne Nastri
Executive Officer

MMM:JCL:AP:PP:ld

Background

On February 13, 2020, the U.S. EPA released Request for Applications (RFA) #EPA-OAR-OAQPS-20-05 to announce the availability of funds for "Community-Scale Air Toxics Ambient Monitoring" projects. The RFA solicited proposals for projects designed to assist state, local, and tribal agencies in assessing the degree and extent to which air toxics impact their respective communities. To be considered for funding under this RFA, each project had to address only one of the following four categories: 1) characterizing the impact of air toxics in a community (community-scale monitoring); 2) assessing impacts of toxics emissions from specific sources (near-source monitoring); 3) evaluating new and emerging testing methods for air toxics; and 4) analyzing existing air toxics data and developing or enhancing analytical, modeling, or implementation tools.

South Coast AQMD staff submitted a grant proposal to U.S. EPA under the third category (evaluating new and emerging testing methods for air toxics) requesting funding in the amount of \$749,624 to develop a mobile platform for monitoring particulate metals and ethylene oxide in near-real time.

On September 28, 2020, U.S. EPA informed staff that the South Coast AQMD's proposal was selected for award based on its score, rank and technical merit. On November 17, 2020 staff received a Notification of Grant Award from U.S. EPA stating that partial federal funding in the amount of \$374,812 became available. Upon further communication with U.S. EPA's Grant Officer, staff was informed that the second half of these funds will be released in early 2021.

Proposal

Staff is seeking Board approval to recognize revenue and appropriate funds, execute contracts, and procure related services and supplies as listed in Table 1 to conduct a

comprehensive study based upon the proposal to the U.S. EPA Community-Scale Air Toxics Ambient Monitoring Grant focused on the following specific objectives:

- 1) Design and develop a novel mobile platform for time-resolved mobile measurements of multi-metals using a state-of-the-art XRF-based instrument;
- 2) Deploy the proposed mobile platform for near-source and hyperlocal community-scale monitoring of air toxic metals;
- 3) Evaluate a recently developed ethylene oxide monitor for mobile monitoring application; and
- 4) Conduct advanced analysis and statistical modeling on the collected data to identify major sources of air toxics and evaluate their impact on selected communities.

This three-year project will, for the first time, utilize mobile monitoring to measure the spatial gradient of particulate metals, ethylene oxide, and other air contaminants in AB 617 communities that are impacted by these pollutants. This project will build on the community partnership already in place through the AB 617 program. South Coast AQMD staff have already collected input on the major air quality concerns in AB 617 communities, and the monitoring tools and activities proposed in this project will directly address some of these concerns. The measurement data will be interpreted using atmospheric chemical and physical principles in a hybrid approach of regional and neighborhood scale modeling.

Solicitation

Data Server

A data server is required to support advanced analysis and community-scale modeling on the collected data to identify major sources of air toxics, and evaluate their impact on impacted communities. This action is to issue an RFQ (s), to select a vendor capable of providing the most cost-effective hardware and support services for conducting neighborhood-scale data process and, based on the results, execute a subsequent purchase order(s) for the server for an amount of up to \$100,000, as listed in Table 1.

Data Visualization Platform (Cloud Data Storage)

Cloud data storage is required to merge the information gathered from this project with other relevant air quality information in the data visualization platform that is being developed by District Staff. This action is to execute contracts or purchase orders with vendor(s) selected from the South Coast AQMD's List of Prequalified Vendors to provide cloud data storage in an amount up to \$50,000, as listed in Table 1.

Sole Source Justification

Section VIII.B.3 of the 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, this request for sole source award is made under the provision B.3.a.: These items are only available from a single source.

The Xact® 625i sold by SailBri Cooper Incorporated is the only field x-ray fluorescence instrument that offers an Automated Data Analysis Plotting Toolset (ADAPT) package to manage and analyze the measurements of over 40 different metals in ambient particles in real-time through a number of relevant graphical tools. The ADAPT package includes the hardware for on-site meteorological measurement and intuitive software which is accessed in the field or remotely through the on-board computer. The software platform generates multiple graphical reports in near real-time over user-selected time periods to deliver insights on the temporal and directional variability trends of the measured metals. This enables ADAPT to provide improved directionality estimation of metal sources impacting the monitoring site. In addition, the Xact® 625i is the only multi-metal monitor with demonstrated ability to provide near-real time measurements of air toxic metals on a mobile platform.

Aerodyne Research, Inc. developed the ethylene oxide instrument with suitably low detection limits that will be used for mobile measurements over the duration of this “Community-Scale Air Toxics Ambient Monitoring” study. There is no other known company manufacturing ethylene oxide monitors that can demonstrate their performance on a mobile platform and conduct a service agreement for this equipment.

Benefits to South Coast AQMD

This work will provide unprecedented monitoring information on particulate metals, ethylene oxide and other air toxics emissions, identify locations of pollution hotspots from a wide variety of facilities and industrial sources, and allow mapping of ambient levels of these pollutants in surrounding neighborhoods. This work will also assist in identifying and addressing specific concerns related to air toxic exposure in AB 617 and other environmental justice communities. Additionally, it will serve as a template for developing monitoring strategies and/or studies to provide information on mitigation efforts and their future implementation.

Resource Impacts

The \$749,624 in U.S. EPA funding will support the design and development of a novel platform for highly time-resolved mobile measurements of air toxics. This new monitoring platform will also partially support the AB 617 and other community monitoring projects.

Attachments

Table 1 – Proposed Appropriations for FYs 2020-21, 2021-22, and/or 2022-23

Table 1
Proposed Appropriations for FYs 2020-21, 2021-22, and/or 2022-23

Account Description	Account Number	Org Unit	Initial Appropriation Amount*	Total Estimated Expenditures
Services and Supplies/Capital Outlay Major Objects				
Cooper Xact Monitors 625i (up to 3 units)	77000	STA	\$253,164 (2 units)	\$379,746 (Sole Source)
Data Server	77000	PRDAS	\$0	\$100,000 (RFQ)
Laboratory Supplies	68050	STA	\$10,000	\$10,000
Consumables, Tools, Hardware, and other Supplies	68300	STA	\$35,000	\$35,000
Travel	67800	STA	\$0	\$5,440
Siting and Site Operation	67450	STA	\$24,054	\$24,054
Total Services and Supplies/Capital Outlay Major Objects			\$322,218	\$554,240
Contractual				
Service Agreement with Aerodyne Research, Inc.	67450	STA	\$0	\$70,000 (Sole Source)
Data Visualization Platform (Cloud Data Storage)	67450	STA	\$50,000	\$50,000 (Solicitation to Prequalified Vendors)
Total Contractual			\$50,000	\$120,000
Total Appropriation			\$372,218	\$674,240
Salaries and Benefits Major Object			\$0	\$75,384
Total Award				\$749,624

*Initial appropriations will only utilize \$372,218 of the \$374,812 that have been made available by the U.S. EPA on November 17, 2020. Additional purchases will be finalized when the second half of these funds will be released in early 2021.

DRAFT

BOARD MEETING DATE: February 5, 2021

AGENDA NO.

PROPOSAL: Amend AB 1318 Mitigation Fees Fund Contract with Coachella Valley Association of Governments

SYNOPSIS: In January 2013, the Board approved contracts for emission reduction projects in the Coachella Valley from the AB 1318 Mitigation Fees Fund (58) for numerous projects. The Coachella Valley Association of Governments (CVAG) received \$17,400,000 for constructing a 46-mile corridor for neighborhood electric vehicles, bicycles and pedestrians, known as “CV Link” that will extend from Palm Springs to Coachella. A portion of the CV Link has been completed and in anticipation of the next construction phase, CVAG is requesting addition of funds as a result of accrued interest from award balance, as included in the contract. This action is to augment the existing funding by \$1,469,680 and amend the contract with CVAG.

COMMITTEE: Administrative, January 15, 2021; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Executive Officer to amend contract with the Coachella Valley Association of Governments (CVAG) with accrued interest in the amount of \$1,469,680.

Wayne Natri
Executive Officer

MMM:NB:WS

Background

In June 2011, the Governing Board approved the establishment of the AB 1318 Mitigation Fees Fund, with a goal to fund emission reduction projects, pursuant to the requirements of AB1318 (V.M. Perez), which was codified into law in Health and Safety Code section 40440.14, since repealed. The mitigation fees were used to offset emissions from South Coast AQMD’s internal offset accounts to CPV Sentinel, LLC, for the construction and operation of the CPV Sentinel Energy Project power plant

located in Desert Hot Springs. The sum of \$53,318,358.30, all of which is from CPV Sentinel, LLC, was placed in the AB 1318 Mitigation Fees Fund (58) to be used to fund emissions mitigation projects. In February 2012, the Board approved the release of RFP #P2012-17 to announce the availability of funds and solicit proposals for emission reduction projects in the Coachella Valley to meet the funding requirements of AB 1318, resulting in approval of numerous projects, including an award to the Coachella Valley Association of Governments (CVAG) in the amount of \$17,400,000, for construction of an approximately 46-mile long, grade separated, corridor that would accommodate Neighborhood Electric Vehicles, bicycles and pedestrians. This project, referred to as “CV Link”, will connect all nine Coachella Valley cities with a neighborhood electric vehicle/bicycle/walking path. The Parkway will extend along the Whitewater River from Palm Springs to Coachella with a connection to Desert Hot Springs.

In anticipation of additional construction costs associated with the implementation of CV Link over multiple years, CVAG and South Coast AQMD staff included a provision in the contract that interest accrued on the balance of the contract be considered for possible addition to the contract.

Proposal

Staff is proposing to augment the award with CVAG by including the interest earned of \$1,469,680 on the balance of the existing contract from AB 1318 Mitigation Fees Fund (Fund 58).

Benefits to South Coast AQMD

The AB 1318 Emissions Mitigation Fees Fund was established by the transfer of funds for certified emission offsets. The funds awarded to CVAG will be used to implement emission reductions in the Coachella Valley and will have a direct impact on the air quality and health of residents, while aiding in regional air quality goals. This action will support South Coast AQMD’s key air quality attainment strategy for the Coachella Valley area of the South Coast AQMD’s jurisdiction. Supporting projects that have a long-term positive impact on air quality is a goal of the South Coast AQMD and will result in emissions reductions.

Resource Impacts

Total amendment to the contract with CVAG with accrued interest will not exceed \$1,469,680.

DRAFT

BOARD MEETING DATE: February 5, 2021

AGENDA NO.

PROPOSAL: Appropriate Funds and Amend or Execute Contracts with Outside Counsel and Specialized Legal Counsel and Services

SYNOPSIS: This action is to appropriate \$480,000 from the General Fund Undesignated (Unassigned) Fund Balance to Legal's FY 2020-21 and/or FY 2021-22 Budgets and amend or execute contracts for legal counsel for specialized, environmental, and other litigation.

COMMITTEE: Administrative, January 15, 2021; Recommended for Approval

RECOMMENDED ACTIONS:

1. Appropriate \$480,000 from the General Fund Undesignated (Unassigned) Fund Balance to Legal's FY 2020-21 and/or FY 2021-22 Budgets, Services and Supplies Major Object, Professional and Special Services Account.
2. Authorize the Chairman or the Executive Officer, depending on whether the amount exceeds \$100,000, to amend or execute contracts with legal counsel handling existing matters, as well as prequalified counsel approved by the Board, and specialized legal counsel and services, as the need arises.

Wayne Nastri
Executive Officer

BTG:lal

Background

The FY 2020-21 Adopted Budget includes \$246,001 for litigation expenses in environmental law, specialized legal areas, and other litigation. The total amount currently allocated will not cover current and anticipated costs of legal counsel and specialized counsel and services.

South Coast AQMD will require an additional amount of up to \$480,000 for these services. Money will be expended on lawsuits, legal proceedings, legal advice and other matters. These matters include, but are not limited to, defending the challenge to South Coast AQMD's environmental analysis of the Tesoro Los Angeles Refinery Integration and Compliance project, potential litigation regarding EPA's recent actions, analyzing and addressing CEQA and RECLAIM issues, defending lawsuits, and other matters. In the Tesoro case, Tesoro has, and will continue to reimburse the South Coast

AQMD for attorney's fees and other costs once the case is completed. Accordingly, staff is requesting an appropriation of funds in the amount of \$480,000 for a total expected expenditure of \$726,001 this fiscal year.

Proposal

In order to defend ongoing litigation, and continue other legal work, it is necessary to appropriate additional funds for expenditures by outside counsel. It is expected that ongoing lawsuits and other legal work will require an additional \$480,000 for attorneys handling existing matters, prequalified counsel approved by the Board, and with specialized legal counsel and services, as the need arises.

Resource Impacts

Sufficient funds will be available in Legal's FY 2020-21 Budget upon approval of this Board letter. This action will bring the total amount of outside counsel costs approved by the Board in FY 2020-21 to \$726,001.

DRAFT

BOARD MEETING DATE: February 5, 2021

AGENDA NO.

PROPOSAL: Appropriate Funds and Amend or Initiate Contracts with Outside Counsel and Specialized Legal Counsel and Services

SYNOPSIS: This action is to appropriate \$100,000 from the Undesignated (Unassigned) Fund Balance to AHR's FY 2020-21 Budget and amend or initiate contracts with prequalified counsel approved by the Board for employment and labor relations legal services and specialized legal services.

COMMITTEE: Administrative, January 15, 2021; Recommended for Approval

RECOMMENDED ACTIONS:

1. Appropriate \$100,000 from Undesignated (Unassigned) Fund Balance to AHR's FY 2020-21 Budget, Services and Supplies Major Object, Professional and Special Services Account; and
2. Authorize the Executive Officer to amend or initiate contracts with prequalified employment and labor relations legal counsel handling existing and future matters, as well as specialized legal counsel and services, as the need arises.

Wayne Natri
Executive Officer

AJO:VK:VMR

Background

The FY 2020-21 Budget for Administrative & Human Resources (AHR) included \$200,000 for outside legal counsel expenses for employment and labor relations matters. However, due to the need for legal advice and representation on recent, specialized matters, such as SBCERA retirement system actions, negotiations for successor MOUs, and COVID-19 related laws and regulations, it is expected that this amount will not cover anticipated costs for these ongoing matters, as well as costs of future employment and labor relations counsel or any specialized counsel and services, as needed.

Proposal

In order to continue the services of legal counsel for employment and labor relations, it is necessary to appropriate additional funds for expenditures related to outside legal counsel services. Legal advice on COVID-19 matters will continue to be sought in 2021. An evaluation of the impacts of recent SBCERA determinations on items to be included in an employee's earnable compensation calculation is ongoing. Also, there are pending personnel and labor relations matters going through the administrative review process. It is estimated that these ongoing and potential/future matters and possible specialized legal counsel and services will require an additional \$100,000 for attorney's fees and costs for prequalified counsel (approved by the Board in April 2020). Accordingly, staff is requesting an appropriation of funds in the amount of \$100,000 from the Undesignated (Unassigned) Fund Balance to AHR's FY 2020-21 Budget, and Board authorization for the Executive Officer to amend or initiate contracts with prequalified counsel, as the need arises.

Resource Impacts

Sufficient funds will be available in AHR's FY 2020-21 Budget upon approval of this Board letter. This action will bring the total amount of AHR's costs for employment and labor relations services by outside legal counsel approved by the Board in FY 2020-21 to \$300,000.

DRAFT

BOARD MEETING DATE: February 5, 2021

AGENDA NO.

PROPOSAL: Receive and File Annual Report on 457 Deferred Compensation Plan, Appoint Member to Deferred Compensation Plan Committee, and Issue RFP for Deferred Compensation Plan Administrator Services

SYNOPSIS: South Coast AQMD sponsors an IRS-approved 457 deferred compensation program for its employees. The Annual Report addresses 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. This action is to receive and file the Annual Report. This action is also to appoint a new member to the Committee, due to a recent retirement, pursuant to the Committee Charter. Finally, this action is to issue an RFP to provide record-keeping and administration services for the 457 Deferred Compensation Plan.

COMMITTEE: Administrative, January 15, 2021; Recommended for Approval

RECOMMENDED ACTION:

1. Receive and file Annual Report on 457 Deferred Compensation Plan.
2. Appoint Human Resources Manager Raquel Arciniega to the Deferred Compensation Plan Committee, effective February 5, 2021.
3. Approve release of Request for Proposals #2021-xx to provide record-keeping and administration services for the 457 Deferred Compensation Plan.

Wayne Nastri
Executive Officer

Background

South Coast AQMD sponsors and administers a 457 deferred compensation program for its employees. The Deferred Compensation Plan (“Plan”) is administered by Massachusetts Mutual Life Insurance Company (MassMutual), a retirement services, asset management and insurance firm. State law governs the fiduciary requirements for the operation and investment of 457 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, at the time it established South Coast AQMD’s 457 Plan, also established a Deferred Compensation Plan Committee (“Committee”) to oversee the administration of the Plan. On May 2, 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. The Human Resources Manager retired in August 2020. Pursuant to Article VIII of the Committee Charter, the Board shall appoint a successor.

In addition to the retirement plan administrator, South Coast AQMD utilizes the services of an independent, third-party consulting firm, Benefit Financial Services Group (BFSG), to provide services to the Plan as a fiduciary under a Registered Investment Advisor agreement.

The Committee was recently advised of the acquisition of MassMutual’s retirement business by Empower Retirement (Empower). As of June 30, 2020, Empower administers \$667 billion in assets for more than 9.7 million retirement plan participants. It is the nation’s second-largest retirement plan recordkeeper by total participants, serving all segments of the employer-sponsored retirement plan market. The transaction is scheduled to close in the fourth quarter of 2020, pending customary regulatory approvals. There are no expected changes to the Plan or to how participants interact with their accounts. The contract with MassMutual for record-keeping and administrative services expires December 31, 2021.

Summary of Report

The Committee meets on a quarterly basis to review the Plan’s design, investment options, asset allocation, and demographics, and to make changes as necessary. During the 2019-20 fiscal year period, the Committee placed one fund on the Watch List due to relative underperformance, replaced one Large Blend fund, and conducted a review of a Share Class analysis. In terms of Plan changes, the Committee revised the Investment Policy Statement and the Loan Policy, and adopted provisions permitted by the

Coronavirus Relief, Aid, And Economic Security (“CARES”) Act. The Committee also recommended renewing the financial consultant services agreement with BFGS, based upon its review and evaluation of proposals submitted pursuant to an RFP.

As of June 30, 2020, the Plan has:

- 1,027 participants (employees and retirees)
- Approximately \$189 million in assets
- Outperformed the 3-, 5- and 10-year performance benchmarks

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

Proposal

Staff recommends the Board receive and file the 457 Deferred Compensation Plan Annual Report to the Board for FY 2019-20.

Staff also recommends appointing the recently promoted Human Resources Manager for Labor Relations/Benefits, Raquel Arciniega, as a member of the Committee, effective February 5, 2021, to replace the retired manager.

Staff further recommends the Board issue an RFP to provide record-keeping and administrative services to South Coast AQMD’s 457 Deferred Compensation Plan. BFGS will assist in the RFP process. Proposals will be evaluated by the Committee. It is anticipated that a recommendation for these services will be presented to the Administrative Committee in August 2021 for Board consideration in September 2021. This will allow sufficient time for a transition process, if necessary, with a contract effective on January 1, 2022.

Attachment

457 Deferred Compensation Plan Annual Report for FY 2019-20



ANNUAL REPORT TO THE BOARD

REPORT PERIOD: JULY 2019 -
JUNE 2020

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

Table of Contents

Section I	Executive Summary
Section II	Year in Review
Section III	Plan Assets / Demographics
Section IV	Plan Performance
Section V	Appendix

SECTION I

EXECUTIVE SUMMARY

Executive Summary

South Coast Air Quality Management District (“SCAQMD”) maintains a governmental 457(b) Deferred Compensation Plan and 401(a) Defined Contribution Plan (collectively, the “Plan”) for the benefit of eligible employees. SCAQMD’s Deferred Compensation Plan was adopted on January 1, 1987. SCAQMD’s 401(a) Plan was adopted on January 1, 2017.

SCAQMD’s Deferred Compensation Plan Committee (“Committee”), officially chartered in May 2008, and whose members are appointed by SCAQMD’s Governing Board, meets on a regular basis to review the Plan’s design, investment options, asset allocation/demographics, and to make changes as necessary. Current membership includes the Deputy Executive Officer of Administration and Human Resources, Chief Financial Officer and General Counsel.

The Plan is administered by Massachusetts Mutual Life Insurance Company (“Mass Mutual”), a retirement services, asset management and insurance firm. MassMutual provides recordkeeping and administration services to more a high number of governmental plans. MassMutual has been administering 457 plans since 1979 and has an S&P credit rating of AA+ (as of April 8, 2020).

In addition to the retirement plan administrator, SCAQMD utilizes the services of Benefit Financial Services Group (“BFSG”). BFSG is a third-party consulting firm that provides services to the Plan as a fiduciary under a Registered Investment Advisor agreement. Their consulting services include investment analysis, review and recommendation of investment options offered in the Plan, fiduciary compliance assistance to Committee members and Plan cost benchmarking. BFSG has been providing services to the Plan since 2007.

The Plan was established to provide a retirement savings program for the employees of SCAQMD and is maintained for the exclusive purpose of benefiting the Plan participants and their beneficiaries. The Plan is also intended to operate in accordance with all applicable state and federal laws and regulations.

While Plan participants are ultimately responsible for their own investment decisions, the Committee endeavors to provide an appropriate range of investment options, allowing participants to invest in accordance with their own time horizons, risk tolerance, and retirement goals.

SECTION II

YEAR IN REVIEW

2019/2020 Year in Review

Items addressed and adopted by the Committee during the year are as follows:

Plan Updates

Meeting Date	Item	Update
October 10, 2019	Investment Policy Statement ("IPS")	The Committee unanimously agreed to adopt proposed revisions to the IPS.
	Annual Report	The Committee received and filed a copy of the Annual Report.
	Loan Policy	The Committee unanimously reaffirmed options available for loan refinance in the 457 Plan.
April 9, 2020	Plan Amendment – 457 Plan	The Committee unanimously agreed to adopt all optional provisions permitted by the Coronavirus, Relief, Aid, And Economic Security ("CARES") Act.
June 9, 2020	BFSG Consulting Agreement	The Committee unanimously agreed to recommend to the Executive Officer that the contract be awarded to BFSG. The contract was extended until June 2022.

2019/2020 Year in Review

Items addressed and adopted by the Committee during the year are as follows:

Investment Menu

Meeting Date	Item	Update
October 10, 2019	Watch List	The Committee unanimously agreed to place Invesco Equity & Income on Watch due a change in fund management.
December 10, 2019	Fund Share Class Review	The Committee reviewed a Share Class analysis. No changes were required at this time.
April 9, 2020	Fund Changes	The Committee unanimously agreed to remove Invesco Equity & Income and replace it with American Funds American Balanced. This change was effective June 15, 2020.
June 9, 2020	Default Investment Alternative	The Committee unanimously affirmed default investment options for both Pans.

SECTION III

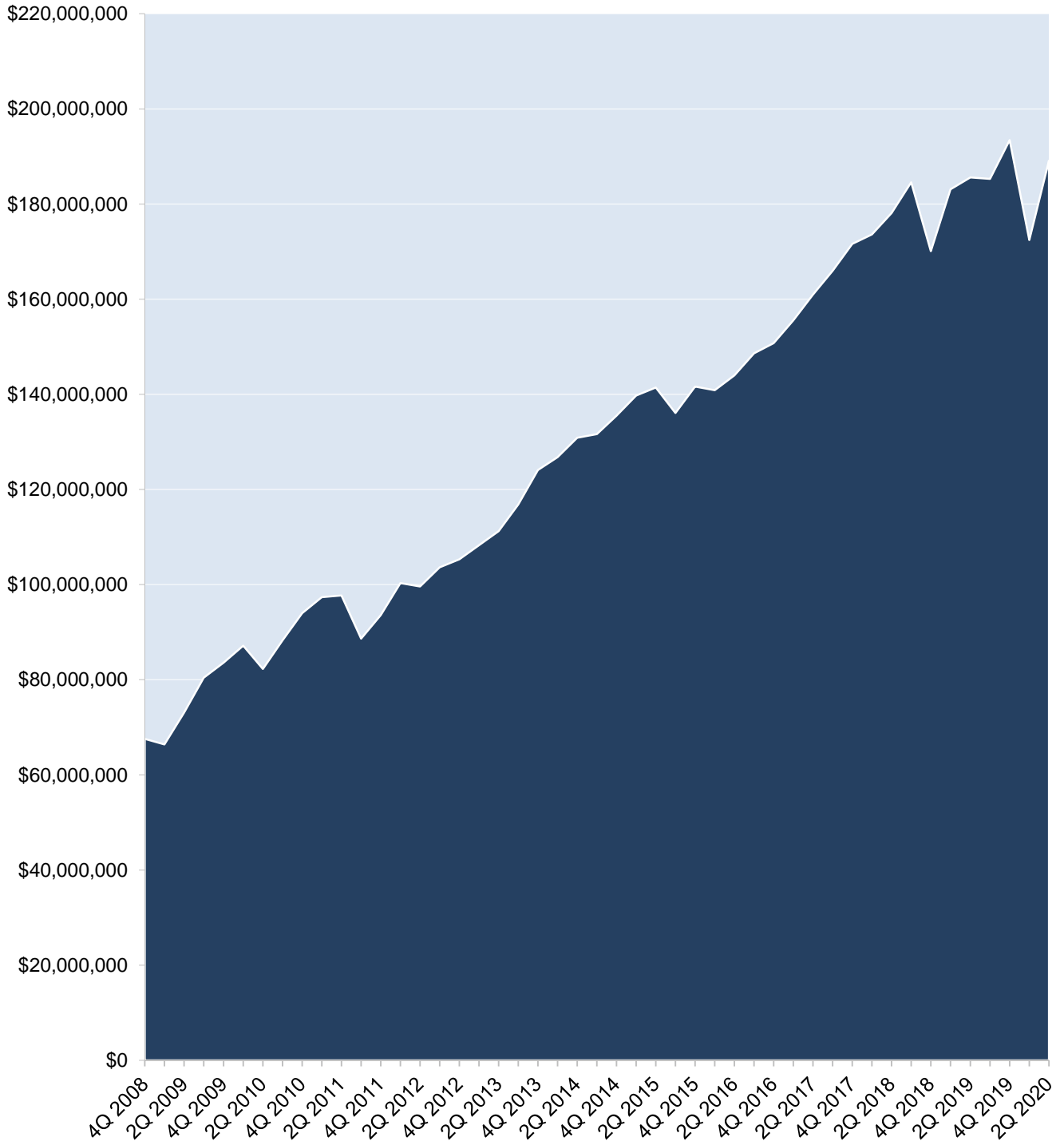
PLAN ASSETS / DEMOGRAPHICS

Plan Assets (Combined) / Demographics as of June 30, 2020

Investment Option	% of Total Assets	# of Balances	Total Combined Assets (\$)
Guaranteed Interest Account	47.95%	670	\$90,386,229
T. Rowe Price Blue Chip Growth I	11.96%	473	\$22,543,794
American Funds Fundamental Invs R6	6.89%	219	\$12,982,158
Vanguard Institutional Index I	4.77%	242	\$8,997,948
Hartford MidCap Y	3.62%	370	\$6,829,086
Hartford Dividend and Growth R5	3.08%	371	\$5,813,481
Metropolitan West Total Return Bd I	2.34%	262	\$4,419,976
Hartford International Opportunities R5	2.30%	388	\$4,330,336
American Funds American Balanced R6	1.97%	120	\$3,712,087
T. Rowe Price Retirement 2045	1.65%	82	\$3,102,573
Goldman Sachs Small Cap Gr Insghts Inv	1.64%	329	\$3,097,065
Hartford Healthcare R5	1.63%	96	\$3,071,558
Vanguard Total Bond Market Index Adm	1.61%	192	\$3,037,294
T. Rowe Price Retirement 2035	1.28%	36	\$2,416,359
Vanguard Mid Cap Index Admiral	1.00%	167	\$1,892,262
Vanguard Selected Value Inv	0.93%	300	\$1,760,148
Vanguard Utilities Index Adm	0.86%	85	\$1,615,058
MFS International New Discovery A	0.85%	137	\$1,604,740
American Beacon Small Cap Value R6	0.64%	296	\$1,210,130
Vanguard Small Cap Index Adm	0.63%	143	\$1,191,306
Vanguard Developed Markets Index Admiral	0.47%	114	\$887,009
Vanguard FTSE Social Index Admiral	0.35%	50	\$660,491
T. Rowe Price Retirement 2040	0.32%	10	\$605,883
Vanguard Real Estate Index Admiral	0.27%	54	\$517,044
T. Rowe Price Retirement 2025	0.21%	15	\$393,559
T. Rowe Price Retirement 2050	0.17%	22	\$324,797
DFA US Large Cap Value I	0.12%	74	\$226,928
T. Rowe Price Retirement 2055	0.12%	16	\$226,031
T. Rowe Price Retirement 2060	0.10%	29	\$179,309
Vanguard Small Cap Value Index Admiral	0.09%	20	\$164,789
T. Rowe Price Retirement 2030	0.07%	7	\$124,806
T. Rowe Price Retirement 2020	0.05%	5	\$98,490
Vanguard Emerging Mkts Stock Idx Adm	0.04%	8	\$67,385
T. Rowe Price Retirement 2015	0.01%	3	\$15,266
T. Rowe Price Retirement 2010	0.00%	1	\$4,070
T. Rowe Price Retirement 2005	0.00%	1	\$1
Subtotal	100.00%		\$188,509,446
Self-Directed Brokerage Account		7	\$627,610
Total		1,027	\$189,137,056

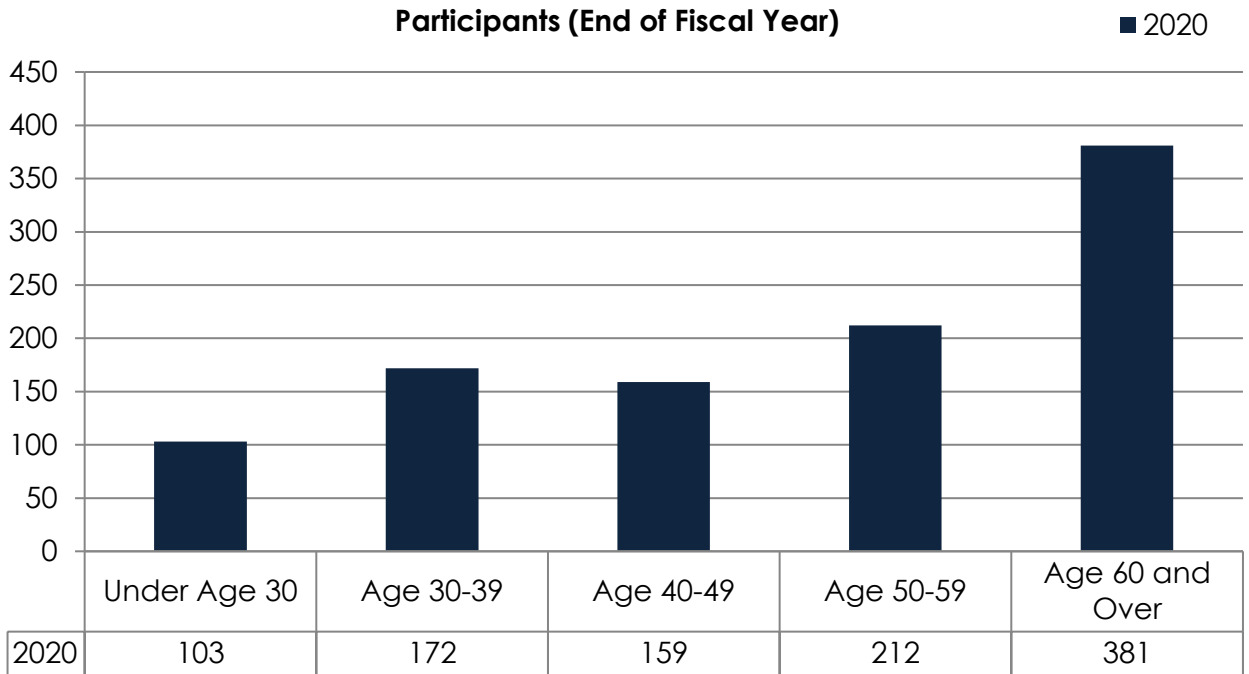
Plan Assets / Demographics

Growth of Plan Assets

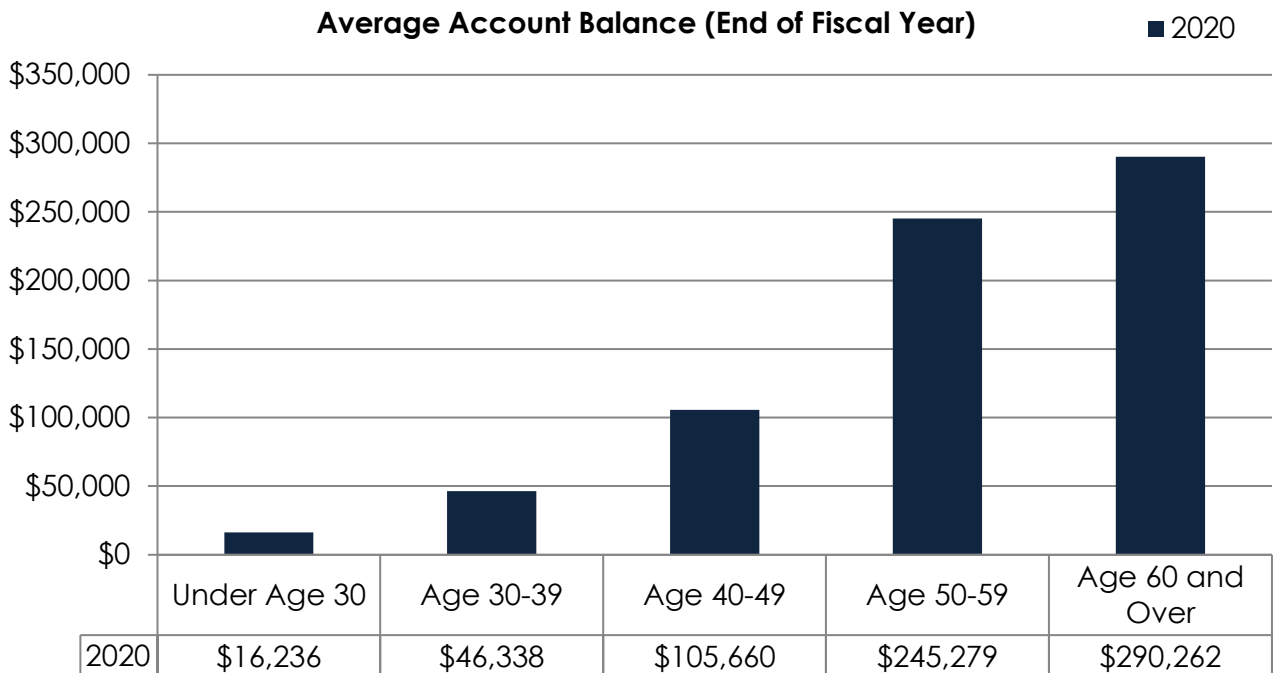


Plan Assets / Demographics

Plan Participants by Age



Average Account Balance by Age



Plan Assets / Demographics

Annual Net Cash Flow –YTD 2020

QUARTER ENDING	2020				YTD
	March 31st	June 30th	September 30th	December 31st	Jan 1st - Dec 31st
Cash Flow					
Beginning Market Value	\$193,449,766	\$172,427,057			\$193,449,766
Contributions	\$2,511,823	\$1,939,747			\$4,451,569
Withdrawals	-\$4,331,808	-\$2,811,922			-\$7,143,729
Net Loan Activity	\$160,752	\$106,706			\$267,458
Fees	-\$38,328	-\$36,011			-\$74,339
NET CASH FLOW	-\$1,697,561	-\$801,480			-\$2,499,041
Change in Value	-\$19,419,260	\$17,511,479			-\$1,907,781
Other Activity	\$94,111	\$0			\$94,111
Ending Market Value	\$172,427,057	\$189,137,056			\$189,137,056

Annual Net Cash Flow - 2019

QUARTER ENDING	2019				YTD
	March 31st	June 30th	September 30th	December 31st	Jan 1st - Dec 31st
Cash Flow					
Beginning Market Value	\$170,072,234	\$183,074,206	\$185,576,660	\$185,287,367	\$170,072,234
Contributions	\$2,160,412	\$2,315,617	\$1,584,201	\$1,675,387	\$7,735,617
Withdrawals	-\$1,709,724	-\$3,995,084	-\$2,533,823	-\$2,243,682	-\$10,482,314
Net Loan Activity	\$95,537	-\$45,584	-\$127,281	\$73,604	-\$3,723
Fees	-\$35,728	-\$37,988	-\$38,596	-\$38,787	-\$151,099
NET CASH FLOW	\$510,497	-\$1,763,039	-\$1,115,499	-\$533,478	-\$2,901,519
Change in Value	\$12,191,791	\$4,229,828	\$642,221	\$8,695,878	\$25,759,718
Other Activity	\$299,684	\$35,665	\$183,985	\$0	\$519,334
Ending Market Value	\$183,074,206	\$185,576,660	\$185,287,367	\$193,449,766	\$193,449,766

SECTION IV

PLAN PERFORMANCE

Weighted Portfolio Return versus Custom Benchmark

Performance as of June 30, 2020	Annualized Returns						3 YR	3 YR	Expense	Net
	3 Month	YTD	1 Year	3 Year	5 Year	10 Year	Std Dev	Sharpe	Ratio	Expense**
SCAQMD Plans (Combined)	11.03%	1.10%	6.23%	7.27%	7.16%	8.82%	8.08	0.70	0.57	0.61
Custom Benchmark - Index (Passive)	10.47%	0.24%	5.53%	6.39%	5.97%	7.46%	8.03	0.60	N/A	N/A
Static Benchmark	9.72%	1.55%	6.73%	5.98%	5.48%	6.29%	6.97	0.63	N/A	N/A
Custom Benchmark - Category (Active)	10.56%	-0.32%	4.24%	5.51%	5.02%	6.69%	8.18	0.49	0.79	N/A

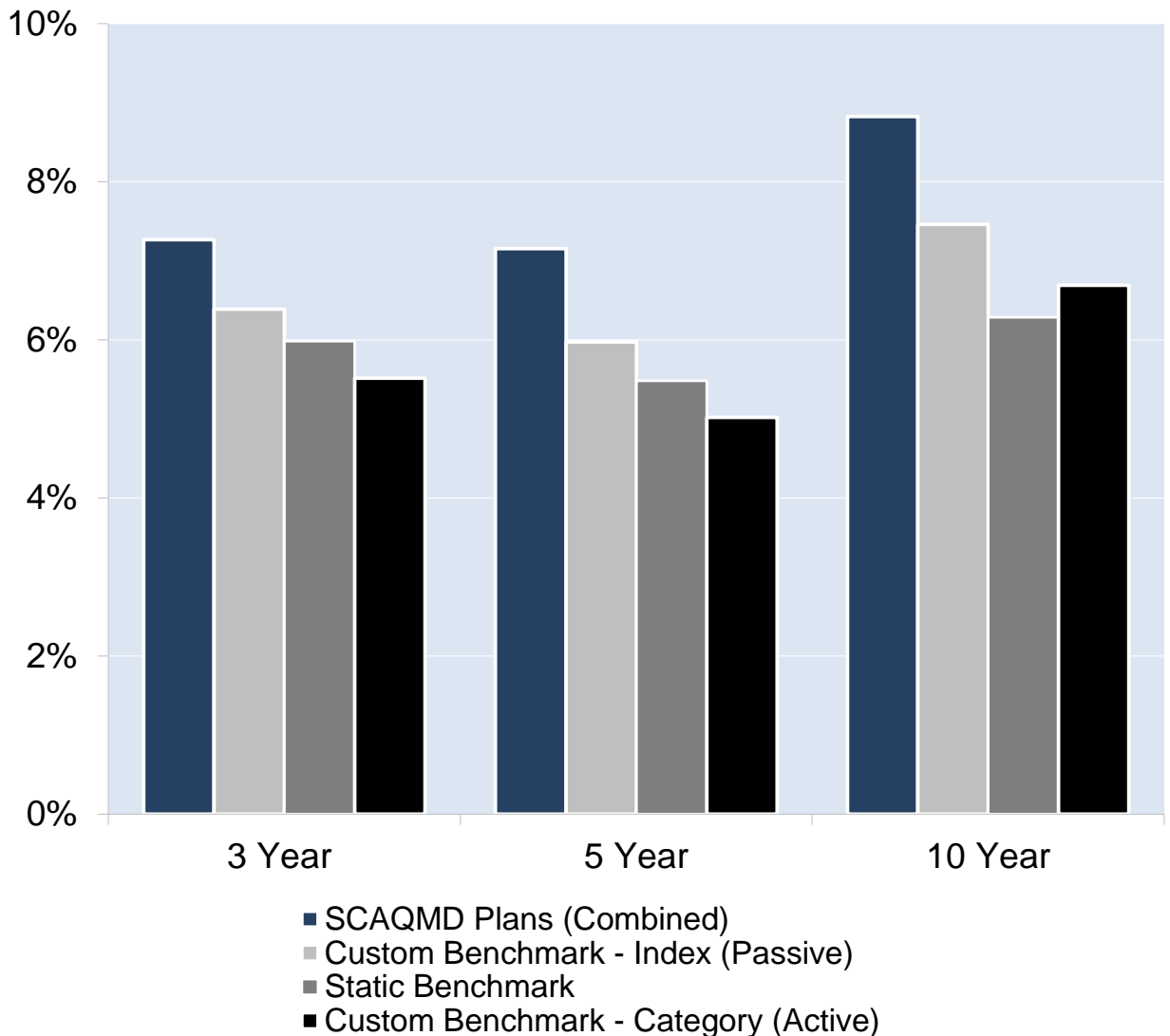
*Custom expense ratio represents the weighted expense (based upon current allocation) of Institutional and Retirement share classes in each asset category.

**Net Expense equals the Plan's weighted expense ratio plus 8 Bps levelized fee, minus revenue sharing reimbursement.

*Note: MSCI US REIT Index used for Passive Benchmark return calculation, due to lack of performance history for MSCI US Inv Mkt RE 25/50 Trans.

Note: The actual share classes of each fund in the Plan were used for performance metrics.

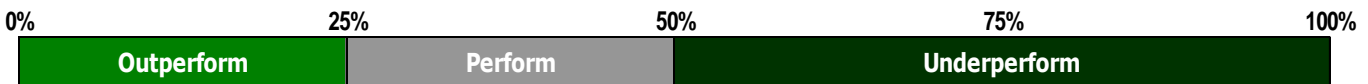
Annualized Returns



Individual Fund Ranking (Per Investment Policy Statement Evaluation Criteria)

Investment Name
Intermediate Core-Plus Bond Metropolitan West Total Return Bond Fund
Allocation--50-70% Equity American Funds American Balanced Fund
Large Value DFA US Large Cap Value Portfolio Hartford Dividend and Growth Fund
Large Blend American Funds Fundamental Invs
Large Growth T. Rowe Price Blue Chip Growth Fund
Mid Value Vanguard Selected Value Fund
Mid Growth Hartford MidCap Fund
Small Value American Beacon Sm Cap Val Fd
Small Growth Goldman Sachs Small Cap Gr Insights Fd
Foreign Large Equity Hartford International Opportunities Fd
Foreign Small/Mid Equity MFS International New Discovery Fund
Healthcare Hartford Healthcare Fund
Target Date Series T. Rowe Price Retirement Series
Average Rank
Plan Weighted Rank (Reweighted)

Quarterly Ranking			
2Q20	1Q20	4Q19	3Q19
2	1	25	21
1	0	0	2
31	25	12	14
4	3	3	2
26	19	14	21
4	3	2	1
56	57	32	31
56	42	28	23
21	23	18	17
57	58	43	41
34	36	40	40
20	17	18	16
45	38	41	41
26	38	16	19
27	30	24	24
21	21	18	18



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.

SECTION V

APPENDIX



**South Coast
Air Quality Management District**

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

MEETING DATE: October 10, 2019

REPORT: Deferred Compensation Plan Committee

SYNOPSIS: The Deferred Compensation Plan Committee met on Thursday, October 10, 2019 at 3:00 pm at SCAQMD headquarters in Diamond Bar. 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

Mr. John Olvera – Asst. Deputy Executive Officer/Admin and Human Resources
Mr. Bayron Gilchrist – General Counsel
Ms. Sujata Jain - Asst. Deputy Executive Officer/Finance
Mr. Bill Richards – Human Resources Manager

Committee Members Absent

None

Guests

Dario Gomez, MassMutual
Darren Stewart, Benefit Financial Services Group (“BFSG”)
Aksana Munoz, BFSG

Call to Order

Chair Olvera called the meeting to order at 3:02 pm.

ACTION ITEMS:

- 1. Approval of Prior Meeting Minutes:** The Committee reviewed and unanimously approved the minutes of the meeting held on June 4, 2019.
- 2. 457 and 401(a) Plans Quarterly Investment Review – 2nd Quarter 2019:** The Committee reviewed and unanimously 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, 2019.

Mr. Stewart provided an overview of the economy and the capital markets during the quarter to provide context to the performance of the investment options in the Plans. He further provided 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”). The following noteworthy funds were discussed in more detail.

Metropolitan West Total Return Bond was recategorized by Morningstar to the Intermediate Core Plus Bond category as the fund holds approximately 6% in High Yield securities. As of the end of the reporting period, the fund predominantly outperformed both benchmarks across all measured time periods noted in the Report. In the last few years, management had taken a more conservative position, and this has been beneficial as interest rates have declined.

Invesco Equity and Income has recently announced a change in fund management. Tom Bastian will step down as lead manager of this fund's equity portfolio in December 2019. Brian Jurkash and Matt Titus joined Bastian as co-lead equity managers in December 2018 and will succeed him at year-end. The fixed-income manager remains the same. Bastian will remain as a consultant before retiring at the end of spring 2020 to ensure a smooth transition. In light of this development, the Committee unanimously agreed to place the fund on the Watch List.

Vanguard Selected Value outperformed its index and category peers for the quarter with a large contribution coming from sectors that had caused underperformance on a one-year basis. An overweight to Financials coupled with large holdings of gold-related stocks proved beneficial as trade wars and geopolitical uncertainty caused the price of gold to rise significantly. The Committee unanimously agreed to keep the fund on the Watch List to monitor for further performance improvement.

Hartford MidCap trailed both benchmarks during the quarter. The underperformance was largely due to an overweight to Healthcare and stock selection within the sector. Intermediate- and long-term performance remain strong.

Hartford Healthcare trailed its both benchmarks over the 1- and 3-year periods. The underperformance was due primarily to an overweight in bio-tech stocks. Management seeks diversified exposure across different healthcare industries and focuses on different characteristics for each of them. Performance over the 5-, 10-, and 15-year periods remains strong.

T. Rowe Price Retirement Funds outperformed both benchmarks during the reporting quarter. Performance over the 3-, 5-, 10-, and 15-year periods ranks in the top quartile relative to peers.

Based on participant allocations as of June 30, 2019, the Plans predominantly outperformed the equally weighted active and passive custom benchmarks across all measured time periods noted in the Report. The Plans demonstrated better risk-adjusted returns than the active benchmark, as measured by 3-year Sharpe ratio, and had a lower expense ratio than the category average.

The Committee reviewed the revenue received by MassMutual for recordkeeping and administrative services. The annual revenue per participant was approximately \$113 based on assets in the Plans as of June 30, 2019. It was noted that the reason the revenue per participant appears to be on the high end of the range is because the bids used to benchmark the market segment, from the 2015 Request for Information ("RFI"), were lower than the current recordkeeper, as they did not include the favorable crediting rate of the current general account. The Committee will continue to monitor the recordkeeping fees on an ongoing basis.

- 3. Target Date Models Allocation Update:** BFSG discussed proposed updates to the Target Date Models. The updates included minor allocation changes in each asset class. After review and discussion, the Committee unanimously agreed with the proposed changes. BFSG will update the Models accordingly.
- 4. Investment Policy Statement Review:** As part of the Committee's ongoing diligent process, BFSG reviewed proposed updates to the Plans' Investment Policy Statement ("IPS"). Mr. Stewart highlighted the changes which included updates to Appendix A and Appendix B. After review and discussion, the Committee unanimously agreed to adopt the changes to the IPS through these meeting minutes.
- 5. 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.
- 6. Review and Affirm Loan Requirements and Options for 457 and 401(a) Plans:** The Committee reviewed a retroactive amendment, a purpose of which was to amend loan renegotiation provisions in the 457 Plan. The amendment was effective June 1, 2019. The Committee reviewed and unanimously reaffirmed options available for loan refinance in the Plan. Due to time constraints, the Committee agreed to discuss a possible amendment of a loan provision for the 401(a) Plan at a future meeting, as warranted.

DISCUSSION ITEMS:

- 7. Quarterly Review 457 and 401(a) Plans:** Mr. Gomez briefly reviewed the Quarterly Review report for the quarter ending June 30, 2019. The Committee was presented with a quarter-over-quarter comparison of the following statistics for the 457 Plan: assets, rollovers, contributions, withdrawals, asset allocation, and loan utilization statistics. Mr. Gomez noted the Plan participation remains strong. He further reviewed the activity in the Plan's Expense Budget Account (the "EBA"). As of October 2, 2019, the balance in the EBA was slightly over \$35,000. It was noted the previously used Plan Expense Reimbursement Account was depleted during the quarter. Moving forward, the Committee will utilize the EBA to pay any qualified Plan-related expenses. MassMutual will reallocate any unused balance in the EBA back to participants automatically at the end of the year.

The 401(a) Plan activity for the reporting quarter was also reviewed.

OTHER MATTERS:

8. Other Business – There was no other business.

9. Public Comments – There were no public comments.

Adjournment - The meeting adjourned at 4:30 p.m.



**South Coast
Air Quality Management District**

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

MEETING DATE: December 10, 2019

REPORT: Deferred Compensation Plan Committee

SYNOPSIS: The Deferred Compensation Plan Committee met on Tuesday, December 10, 2019 at 2:00 pm at SCAQMD headquarters in Diamond Bar. 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

Mr. John Olvera – Asst. Deputy Executive Officer/Admin and Human Resources
Mr. Bayron Gilchrist – General Counsel
Ms. Sujata Jain - Asst. Deputy Executive Officer/Finance
Mr. Bill Richards – Human Resources Manager

Committee Members Absent

None

Guests

Dario Gomez, MassMutual
Darren Stewart, Benefit Financial Services Group (“BFSG”)
Aksana Munoz, BFSG

Call to Order

Chair Olvera called the meeting to order at 2:05 pm.

ACTION ITEMS:

- 1. Approval of Prior Meeting Minutes:** The Committee reviewed and unanimously approved the minutes of the meeting held on October 10, 2019.
- 2. 457 and 401(a) Plans Quarterly Investment Review – 3rd Quarter 2019:** The Committee reviewed and unanimously 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, 2019.

To add context to the performance of the funds, Mr. Stewart provided an overview of the economy and the capital markets during the quarter. Each fund was then reviewed in accordance with the methodology ranking criteria outlined in the Plan’s Investment Policy Statement (“IPS”). Of the fourteen funds receiving a methodology ranking score, nine were ranked as “outperform,” four were ranked as “perform,” and one fund, Invesco Growth and Income, was ranked below average as “underperform.” The average and Plan-weighted rank totaled 24 and 18, respectively – both of which are considered “outperform.”

The following noteworthy funds were discussed in more detail.

Invesco Growth and Income significantly underperformed both its benchmarks over the quarter and one-year period. An overweight to Energy and Financial, coupled with an underweight to the Utilities, Real Estate, Technology sectors detracted from performance over the noted period. A long-term manager of the fund is retiring at

the end of this year. The Evaluation Methodology ranking score declined quarter-over-quarter from a 42 (“perform”) to a 52 (“underperform”). If the fund continues to underperform next quarter, BFSG will bring an analysis of available alternatives in the Allocation 50%-70% Equity category for the Committee’s consideration. In the meantime, the Committee unanimously agreed to keep the fund on the Watch List.

DFA Large Cap Value trailed both benchmarks during the reporting quarter and one-year period. It has a stronger value tilt than most of its peers, which caused the fund’s underperformance over the short term. Management applies minimal allocation to Utilities and Real Estate, which detracted from performance during the quarter. An overweight to Energy also weighed on relative performance. The fund outperformed both benchmarks since the end of the reporting period, and its intermediate- and long-term performance remain strong.

Vanguard Selected Value is currently on the Watch List due to underperformance relative to its peers and index during 2018. Fund performance has improved since it was placed on the Watch List, with the fund outperforming its category peers by more than 3% on a one-year basis. Strong stock selection in the Consumer Discretionary, Financials, and Technology sectors led to outperformance during the quarter, outweighing the negative impact of an underweight position and poor stock selection in the Real Estate sector. The Committee unanimously agreed to keep the fund on the Watch List to monitor for further performance improvement.

T. Rowe Price Retirement Funds slightly trailed their respective benchmarks during the reporting quarter but outperformed both across all other measured time periods noted in the Report. The Funds were noted as being more efficient, as measured by 3-year Sharpe ratio, and remain competitively priced relative to the benchmarks.

The Committee reviewed performance of the Target Date Models. As of September 30, 2019, the Models had approximately \$1.6 million on Plan assets. Mr. Stewart noted MassMutual implemented the previously noted updates to the Models in mid-November.

As allocated by participants on September 30, 2019, the Plans performed in line with the equally weighted active and passive custom benchmarks during the quarter and outperformed both across all other measured time periods noted in the Report. The Plans demonstrated better risk-adjusted returns than the active benchmark, as measured by 3-year Sharpe ratio, and had a lower expense ratio than the category average.

The Committee reviewed the revenue received by MassMutual for recordkeeping and administrative services. The annual revenue per participant was approximately \$113 based on assets in the Plans as of September 30, 2019. It was noted that the

reason the revenue per participant appears to be on the high end of the range is because the bids used to benchmark the market segment, from the 2015 Request for Information (“RFI”), were lower than the current recordkeeper, as they did not include the favorable crediting rate of the current general account. The Committee will continue to monitor the recordkeeping fees on an ongoing basis.

- 3. Share Class Review:** As part of the Committee’s ongoing due diligence, BFSG prepared and reviewed a Share Class analysis to examine the investment options in both Plans. The analysis illustrated a comparison of the current and lowest possible share class of each fund in the Plans. A further review of the analysis indicated that the Plans utilize the most efficient share classes after consideration of the revenue sharing credits, and no actions are required at this time.

DISCUSSION ITEMS:

- 4. Quarterly Review 457 and 401(a) Plans:** Mr. Gomez presented the Quarterly Review report for the quarter ending September 30, 2019. The Committee was presented with a quarter-over-quarter comparison of the following statistics for the 457 Plan: demographics, participant diversification, participant interactions, assets, rollovers, contributions, withdrawals, asset allocation, and loan utilization statistics. Participant contributions decreased by 19% during the recent quarter. Total number of outstanding loans increased slightly quarter-over-quarter. MassMutual’s General Account continues to be the largest holding in the Plan. A comparison of the IRS 2019 and 2020 retirement plan annual limits was also reviewed.

The Committee reviewed and filed the 401(a) Plan activity for the reporting quarter.

- 5. Expense Budget Account (“EBA”) Quarterly Activity Review:** The Committee reviewed the quarterly activity in the Plan’s EBA noting the balance can be used to pay qualified Plan-related expenses. Mr. Gomez further noted MassMutual will reallocate any unused balance in the EBA back to participants automatically at the end of the year.

OTHER MATTERS:

- 6. Public Comments** – There were no public comments.

- 7. Other Business** – There was no other business.

Adjournment - The meeting adjourned at 3:20 p.m.



**South Coast
Air Quality Management District**

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

MEETING DATE: March 3, 2020

REPORT: Deferred Compensation Plan Committee

SYNOPSIS: The Deferred Compensation Plan Committee met on Tuesday, March 3, 2020 at 2:00 pm at SCAQMD headquarters in Diamond Bar. 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
Sujata Jain - Chief Financial Officer
Bill Richards – Human Resources Manager

Committee Members Absent

Bayron Gilchrist – General Counsel

Guests

Robert Gleason, MassMutual
Darren Stewart, Benefit Financial Services Group (“BFSG”)
Aksana Munoz, BFSG

Call to Order

Chair Olvera called the meeting to order at 2:10 pm.

FIDUCIARY AGENDA

- 1. Approval of Prior Meeting Minutes:** The Committee members in attendance reviewed and unanimously approved the minutes of the meeting held on December 10, 2019.
- 2. 457 and 401(a) Plans Quarterly Investment Review – 4th Quarter 2019:** The Committee members in attendance reviewed and unanimously 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, 2019.

Mr. Stewart provided an overview of the economy and the capital markets during the quarter to provide context to the performance of the investment options in the Plan. He further provided a quantitative and qualitative review of the funds offered in the Plan, in accordance with the Evaluation Methodology criteria set forth in the Plan’s Investment Policy Statement. The average and Plan-weighted fund rankings totaled 24 and 18 – both of which are considered “outperform.”

The following noteworthy funds were discussed in more detail.

Invesco Growth and Income – A longtime manager retired at the end of 2019. The fund’s deep value style coupled with an underweight to Technology and an overweight to Energy weighed on relative performance. The fund continues to lag its category peers over the 3-and 5-year periods. The overall Evaluation Methodology ranking score remained “underperform” as of the end of the reporting period. BFSG prepared a Fund Search which will be reviewed later in the meeting. In the

meantime, the Committee members in attendance unanimously agreed to keep the fund on the Watch List.

Vanguard Selected Value - Although the fund outperformed in 2019, management is experiencing turnover. Donald Smith of Donald Smith & Co. recently passed away and left his two co-managers in charge of the allocation. Also, Vanguard recently announced the replacement of Barrow Hanley, the fund's longest tenured and largest sub-advisor, with Cooke & Bieler. Due to this development, the Committee members in attendance unanimously agreed to keep the fund on the Watch List.

MFS International New Discovery trailed both the index benchmark and category peers for the quarter, in part due to management's conservative investment approach. On a longer-term basis, performance remains strong.

T. Rowe Price Retirement Funds predominantly outperformed their respective benchmarks across all measured time periods noted in the Report. Mr. Stewart noted the Funds' longtime manager, Jerome Clark, will step down at the start of 2021. Two T. Rowe Price veterans – each of whom have over 20 years of investment experience at the firm – will take over.

The Committee reviewed performance of the Target Date Models. As of the end of the reporting period, the Models had approximately \$2.3 million on Plan assets, representing 37 participants. The Model expense ratios were noted as being competitive versus the category averages.

Other items reviewed in the Report included Plan-weighted, point-in-time portfolio returns and estimated recordkeeping fees paid to MassMutual.

- 3. Fund Search Analysis:** Due to Mr. Gilchrist's absence, the Committee members in attendance unanimously agreed to table a review of the Fund Search to a future meeting.

SETTLOR AGENDA

- 4. Legislative Update (SECURE Act):** BFSG provided an update on the newly passed Setting Every Community Up for Retirement Enhancement (SECURE) Act of 2019. The focus was on provisions that directly impacted the District's Plans. Amendment adoption deadline dates were covered, and it was noted that the Department of Labor still needs to issue guidance on various provisions.
- 5. Employee Education Meetings Update:** Ms. Munoz provided an update on recent onsite workshops conducted by BFSG's Certified Financial Planner, Mr. Johnson for the District's employees. The December meeting had approximately 40 attendees, 13 of which had one-on-one consultations with Mr. Johnson. The first quarter 2019

meeting resulted in over 30 individual appointments. Over 50 employees attended that meeting. It was noted all meetings were well received by the District's employees.

- 6. Quarterly Review 457 and 401(a) Plans:** It was noted Mr. Gleason replaced Mr. Gomez as the new Relationship Manager for the Plans. Mr. Gleason distributed and briefly reviewed the Quarterly Review report for the quarter ending December 31, 2019. The Committee was presented with a quarter-over-quarter comparison of the following statistics for the 457 Plan: demographics, participant diversification, participant interactions, assets, rollovers, contributions, withdrawals, asset allocation, and loan utilization statistics. The Committee also reviewed and filed the 401(a) Plan activity for the reporting quarter.
- 7. Expense Budget Account Quarterly Activity Review:** The Committee received and filed the quarterly activity report for the Plan Expense Budget Account (the "EBA"). Mr. Gleason noted the remaining balance in the EBA was distributed back to participant pro rata at the end of December.

OTHER MATTERS:

- 8. Public Comments** – There were no public comments.
- 9. Other Business** – There was no other business.

Adjournment - The meeting adjourned at 3:30 p.m.

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT
DEFERRED COMPENSATION PLAN COMMITTEE
SPECIAL MEETING MINUTES

April 9, 2020

Members Present: John Olvera, Deputy Executive Officer/Admin and Human Resources
Sujata Jain, Chief Financial Officer
Bill Richards, Human Resources Manager
Bayron Gilchrist, General Counsel

Committee Consultants: Darren Stewart, Benefit Financial Services Group (“BFSG”)
Aksana Munoz, BFSG
Robert Gleason, MassMutual
Dario Gomez, MassMutual

Call to Order: The special meeting of the Deferred Compensation Plan Committee (the “Committee”) was called to order by Mr. Olvera on April 9, 2020 at 9:00 am. The purpose of the meeting was to review a Fund Search and to discuss recent legislative developments in the retirement plan industry. The meeting was conducted via a Zoom web conference.

Investment Agenda

1. Fund Search

To address concerns with the underperforming Invesco Equity & Income fund, BFSG prepared and presented a Fund Search analysis of available alternatives in the Allocation – 50%-70% Equity category. Each investment option was reviewed qualitatively and quantitatively in accordance with the Investment Policy Statement criteria, which included performance, risk-adjusted performance, style consistency, and expense. After review and discussion, the Committee unanimously agreed to make the following changes in the 457 and 401(a) Plans:

- Replace Invesco Equity & Income with the American Funds American Balanced. The American Balanced fund was selected for its strong historical performance, style consistency, and strong risk-adjusted performance as measured by the Sharpe ratio.

Settlor Agenda

2. CARES Act Discussion

Mr. Gleason provided the Committee with an update on the recently passed Coronavirus, Relief, and Economic Security Act (the “CARES Act”). The new legislation is a \$2 trillion stimulus bill aimed at helping individuals, states and businesses facing financial hardship caused by the COVID-19 pandemic. Among other relief, the Act included provisions which affected retirement plans. Those provisions are optional and may be adopted at the

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT
DEFERRED COMPENSATION PLAN COMMITTEE
SPECIAL MEETING MINUTES

discretion of plan sponsors. If adopted, a plan amendment would need to be executed by the end of 2024. These optional changes include:

- Coronavirus related distributions are allowed penalty-free and can be repaid to a qualified plan within 3 years, or have taxes spread over a 3-year period;
- Temporary maximum loan amounts may be increased up to \$100,000;
- Loan repayments may be suspended until at December 31, 2020. Loan interest will continue to accrue during the suspension of payments.
- Required minimum distributions may be suspended.

Per the CARES Act, participants must certify that they are qualified individuals, and a plan administrator can rely solely on that certification. Each optional provision and the definition of a “qualified individual” were discussed in detail.

After consideration, the Committee agreed to adopt all these optional provisions.

Other Matters

- 3. Public Comments** – There were no public comments.

Adjournment

With no further items to address, Mr. Olvera adjourned the meeting at 10:30 am.



**South Coast
Air Quality Management District**

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

MEETING DATE: June 9, 2020

REPORT: Deferred Compensation Plan Committee

SYNOPSIS: The Deferred Compensation Plan Committee met on Tuesday, June 9, 2020 at 2:00 pm. The meeting was conducted via a Zoom web conference. 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
Sujata Jain - Chief Financial Officer
Bill Richards – Human Resources Manager
Bayron Gilchrist – General Counsel

Committee Members Absent

None

Guests

Robert Gleason, MassMutual
Dario Gomez, Mass Mutual
Darren Stewart, Benefit Financial Services Group (“BFSG”)
Aksana Munoz, BFSG

Call to Order

Chair Olvera called the meeting to order at 2: 05 pm.

FIDUCIARY AGENDA

- 1. Approval of Prior Meeting Minutes:** The Committee members unanimously approved the minutes of the meetings held on March 3, 2020 and April 9, 2020.
- 2. 457 and 401(a) Plans Quarterly Investment Review – 1st Quarter 2020:** The Committee members received and unanimously 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 March 31, 2020.

BFSG presented the Report. The presentation included an overview of the economy and capital markets during the reporting period, followed by a qualitative and quantitative review of the investments offered in the Plan, in accordance with the Investment Policy Statement (the “IPS”) Evaluation Methodology. Of the fourteen funds receiving a methodology ranking score, seven funds were ranked as “outperform,” four were ranked as “perform,” and three funds were ranked as “underperform.” The average and Plan-weighted rank totaled 30 (“perform”) and 21 (“outperform”), respectively.

The previously agreed upon removal of Invesco Equity Income and its subsequent replacement with American Funds American Balanced Fund will be completed on June 15, 2020.

The following noteworthy funds were discussed in more detail.

Metropolitan West Total Return bond was one of the best performing actively managed funds in the Plans during the quarter. The fund's overweight to Treasuries helped boost returns and improved its Evaluation Methodology ranking from 25 ("outperform") to 1 ("outperform") against the Intermediate Core-Plus Bond category.

DFA US Large Cap Value Portfolio trailed both benchmarks during the quarter, largely due to its deep value investment style. An underweight to Consumer Staples and Utilities coupled with an overweight to the underperforming Energy sector also detracted from recent performance. Long-term performance remains strong.

Vanguard Selected Value is currently on the Watch List. The fund continues to trail both benchmarks, largely due to its deep value investment style. The fund has a significant overweight to Industrials which was also a detractor from recent performance. The portfolio's largest three holdings were in airlines, each of which was down significantly during the quarter due to the COVID-19 events. As a result of recent sub-advisor changes, Morningstar downgraded the fund rating from Silver to Bronze. After discussion, the Committee unanimously agreed to keep the fund on the Watch List to continue monitoring its performance closely.

Goldman Sachs Small Cap Growth Insights underperformed both benchmarks during the quarter, mainly due to its value-tilted portfolio. As a result of the portfolio's value tilt, management overweights the Financials and Energy sectors. This impacted recent performance as both sectors struggled during the quarter. Within Financial, the portfolio's exposure to regional banks, was also a detractor from performance during the quarter. On a longer-term basis, fund performance remains strong.

The Committee reviewed performance of the T. Rowe Price Retirement Funds (the "Funds"). The shorter-dated Funds underperformed both benchmarks during the quarter in part due to an overweight to domestic and foreign equities. Performance over the 3-, 5-, 10-, and 15-year periods remain strong. T. Rowe Price has recently announced a few changes to the Funds, including a change in its equity glidepath, the addition of two new underlying funds, and the departure of a longtime manager in 2021, Jerome Clark. Two T. Rowe veterans – each of whom have over 20 years of investment experience at the firm – will take over.

The Committee reviewed performance and utilization of the Target Date Models. The Model expense ratios were noted as being competitive versus the category averages.

Plan - weighted returns, as allocated by participants on March 31, 2020, outpaced the custom active benchmark over all measured time periods noted in the Report. Results were mixed relative to the custom passive benchmark which does not include investment fees. The Plans demonstrated better risk-adjusted returns than the active benchmark, as measured by the 3-year Sharpe ratio, and had a lower expense ratio than the active peer group.

The Committee reviewed fees paid to MassMutual for recordkeeping and administration of the District's Plans. The Committee will continue to monitor the fees on an ongoing basis.

- 3. Default Investment Option:** The Committee unanimously affirmed default investment options for both Plans. Effective June 15, 2020, an age-appropriate T. Rowe Price Target Date fund will be the primary default investment option in each Plan. The American Balanced fund will be utilized if the participant's age is not available.

SETTLOR AGENDA

- 4. Consultant Services Contract Approval:** On March 6, 2020, a Request for Proposal ("RFP") was released to solicit proposals for qualified firms to represent and advise South Coast Air Quality Management District ("SCAQMD") on the administration of its 457 (b) Deferred Compensation and its 401(a) Defined Contribution Plans. After thorough review and evaluation of all submitted proposals, the proposal review Committee agreed to recommend to the Executive Officer that the contract be awarded to BFSG.
- 5. SECURE Act Provision Adoption:** BFSG recapped major provisions of the Setting Every Community Up for Retirement Enhancement ("SECURE") Act of 2019. After review and discussion of provisions available under the SECURE Act, the Committee unanimously agreed to table this discussion to a future meeting as warranted.
- 6. Employee Education Meetings Update:** Ms. Munoz provided an update on recent workshops conducted by BFSG's Certified Financial Planner, Mr. Johnson for the District's employees. During the first quarter of 2020, Mr. Johnson conducted 2 workshops followed by 19 one-on-one consultations. Over 60 employees attended these workshops. On a year-to-date basis, BFSG conducted 3 workshops which had a total of approximately 130 attendees. The workshop topics were Medicare, Seven Key Components of Financial Planning, and Stock Market Volatility.
- 7. Quarterly Review 457 and 401(a) Plans:** Mr. Gleason presented MassMutual's Plan Review report for the quarter ending March 31, 2020. The Committee reviewed a quarter-over-quarter comparison of the following statistics for the 457 Plan: demographics, participant diversification, Plan assets, contributions, withdrawals, asset allocation, and loan utilization. The average account balance remains strong and the average loan balance was noted as being low. MassMutual's Mutual Voice program was also reviewed.

The Committee also reviewed and filed the 401(a) Plan Review for the reporting quarter.

8. Expense Budget Account Quarterly Activity Review: The Committee reviewed the accounting activity report for the Plan Expense Budget Account for the period ending April 3, 2020.

OTHER MATTERS:

9. Public Comments – There were no public comments.

10. Other Business – There was no other business.

Adjournment - The meeting adjourned at 3:30 p.m.

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT**MEMORANDUM**

DATE: January 15, 2021

TO: Ben Benoit

FROM: Derrick Alatorre

SUBJECT: Local Government & Small Business Assistance Advisory Group (LGSBA)

The South Coast AQMD Local Government & Small Business Assistance Advisory Group (LGSBA) is comprised of 20 members representing local government (seven), small business (five) and general public (five), as well as three Governing Board members. Currently, LGSBA has seven vacancies, and nine members who are seeking reappointment.

I would like to recommend approval to renew the membership term for nine current members, which will be for the February 2021 – February 2025 period. The recommended reappointments to LGSBA are as follows:

Reappointment	Affiliation	Representing
Felipe Aguirre		Public
Paul Avila	P.B.A. & Associates	Small Business
Geoffrey Blake	All Metal Processing	Public
Todd Campbell	Clean Energy	Public
LaVaughn Daniel	DancoEN	Small Business
John DeWitt	J.E. DeWitt, Inc.	Small Business
Bill LaMarr	California Small Business Alliance	Small Business
Rita Loof	RadTech International	Small Business
David Rothbart	County of Los Angeles Sanitation Districts	Local Government

The above members will serve a four-year term, which will be February 2021 – February 2025.

DJA:EJH

Felipe Aguirre
6042 King Ave.
Maywood Ca. 90270
323 496 2112
Aguirrefel@gmail.com

Work Experience

Comite Pro Uno Maywood Ca. November 1997 to present
Executive Director of Community Non-profit organization in Maywood Ca.
Organized and led this community-based organization in Maywood working on Environmental justice and education projects in Southeast Los Angeles

One-Stop Immigration and Education Center Inc. August 1986 to May 1997
Accredited Representative and Paralegal. Responsible to work under an attorney to coordinate 5 paralegals assisting immigrants in legal document preparation.

LULAC Head Start Long Beach Ca. September 1983 to September 1985
Assistant Director Head Start program Responsible to coordinate parents groups and staff

Independent paralegal 1979 to 1983
Worked for various attorneys in southern California in immigration law drafting documents.

Education

Peoples College of Law Los Angeles Ca. 1985
One year of law school

California State Dominguez Hills 1983- 1985
PACE program completed all unite of Interdisciplinary studies

Civic leadership

2005 to 2013
City council of Maywood Ca. Served as Councilmember and Mayor of this City.

Compatior Inc.
Board member 2017 to present Counseling program in South Gate CA.

P.B.A & Associates

626 915-3915
FAX 626 858-9355

P. O. Box 1474
Covina, California 91722

Paul B. Avila

Education

B. S. Political Science
M. S. Public Administration

1979 - 2013

Employed as a licensed independent insurance broker. Mr. Avila has been in all aspects of the insurance industry from training, recruiting, claims management, and agency building. Mr. Avila has been a supplier, designer, producer for many insurance programs, senior and business plans, specialty programs, and government programs. Insurance companies include Blue Cross, Fireman Fund, Pacific Care, Union General, Kaiser, United American, tax sheltered and pretax plans, Allianz, and many more.

Mr. Avila has worked with many senior citizen groups throughout five different counties. Mr. Avila is constantly speaking for many organizations and start-up businesses. In addition, he has acted as an SBA/score consultant, loan packager and a private vocational school instructor. He has been a small business consultant for finance, government grants, specialty small businesses, and involved with and advocated for the small business community. Mr. Avila assisted in safety consultation to small businesses, non-profits and associations with respect to Workers' Compensation, liability and risk management. This has also included environmental controls for new restaurants, nursing homes, retail, light manufacturing and light transportation.

1977-1979

Employed by Kern County Community Development Department. Mr. Avila was responsible for funding from the then EDA (Economic Development Department) along with "creative" leveraging of County Block grant funds, public bonds, SBA monies, and private monies to develop industrial centers for job creation. Projects included a plastic injection molding company, a truck parts distributor, and a small storage area.

1976-1977

Employed by the City of Bell Gardens. Mr. Avila's basic duties were Grant writing, housing relocation, and special projects. He worked closely with the city manager, city, county and state officials.

1976

School teacher for the Montebello Unified School District.

1974-1976

Employed by the Southern California Gas Company in customer service. Instructed the general public on Gas Company functions.

1970-1974

U.S.M.C. Viet Nam Veteran.

Geoffrey E Blake

EXPERIENCE

DIRECTOR, ENVIRONMENTAL, HEALTH, & SAFETY All Metals Processing (1996-2016)
Coordinated all Company requirements with appropriate federal, state, municipal, and local agencies including the EPA, DTSC, OSHA, CUPA, OCFA and SCAQMD. Managed training program for 300+ employees. Supervised operation of Company waste treatment facility and personnel. Researched new/better avenues of waste treatment, disposal, and recycling to keep Company on leading edge of technology and maintain competitive advantage.

IMPLEMENTED a NADCAP (National Aerospace Defense Contractors Accreditation Program) registration from inception through audit and final accreditation.

CREATED an Environmental Management System in coordination with Region 9 of EPA through a six-month workshop culminating in an implementation structured on ISO 14001.

SUPERVISED the retrofitting of the Wastewater Treatment System from design through construction, including an updated batch treatment system that eliminated over 70% of off-site hazardous waste disposal.

RESEARCHED new techniques in rinse-water treatment leading to a 50% reduction of filter cake (sludge) and in the process, saved the Company in excess of \$30,000.00 per year.

DIRECTED Company-wide efforts at identifying, minimizing, and/or eliminating hazardous waste generation, thereby reducing the impact of daily operations on the environment.

REGIONAL MANAGER, WESTERN STATES Reed & Barton Silversmiths (1974-1996)

Directed strategic representation throughout western states by selective distribution contracts pinned to performance.

Supervised local field efforts in secondary markets. Grew volume +3% to +15% each and every year for 22 years !

Developed new products in coordination with Design staff, including product testing through Bridal Magazines, etc.

EDUCATION

B.A. LORAS COLLEGE Dubuque, Iowa
(Business Adm. & Philosophy)

ALEXANDER HAMILTON INSTITUTE, N.Y.
(Business Sales & Marketing)

SADDLEBACK COLLEGE Mission Viejo, CA
(Computers in Business)

WESTECH COLLEGE, Newport Beach, CA
(AutoCAD for architectural drawing)

AFFILIATIONS

MFASC: Member, Board of Directors; currently serving as Orange County Chairman.

ORANGE COUNTY CUPA Business Advisory Workgroup: currently serving on Board as member at large.

ORANGE COUNTY CAER: currently serving as Co-Chair. (Community Awareness-Emergency Response)

RESTORATION ADVISORY BOARD [Naval Weapons Station-Seal Beach]: currently serving as Industry Liaison.

SCAQMD: Member, Small Business & Local Government Advisory Committee.

SMALL BUSINESS ALLIANCE of CA: President

CMF: Member, Board of Directors; currently serving as Secretary

Todd Robert Campbell
228 21st Place
Manhattan Beach, CA 90266
Mobile: (562) 708-1701
e-mail: todd.campbell@cleanenergyfuels.com

Description

Todd Campbell is a professional specializing in environmental, transportation and climate policy who holds several executive positions of distinction, earned several degrees from well-respected educational institutions, and takes great pride in family.

Education

Glendale Community College, Associate of Arts, 1990
Georgetown University, Bachelor of Arts, Government/History, 1992
University of Southern California, Master of Public Policy 1997
Yale University, Master of Industrial Environmental Management, 1997

Employment History

Clean Energy, Vice President, Public Policy and Regulatory Affairs, 2005-Present.
City of Burbank, Mayor/Council Member, 2003-2007
Coalition for Clean Air, Director of Public Policy and Science, 1998-2005
Natural Resources Defense Council, Policy Associate, 1996-1999

Boards of Service

Bioenergy Association of California, Board of Director, 2017-Present
Coalition for Clean Air, Chairman/Board of Director, 2008-Present
California League of Conservation Voters, Board of Director, 2012 - 2020
California Natural Gas Vehicle Coalition, Chairman/Board of Director, 2014-Present
California Natural Gas Vehicle Partnership, Chairman/Board of Director, 2015- Present
The Energy Coalition, Board of Director, 2009-Present

Advisory Bodies

California League of Conservation Voters, Green Advisory Council, 2010-2012
South Coast Air Quality Management District Local Government and Small Business Advisory Committee, Member, 2004-Present

Sports/Hobbies

Baseball, Biking, Boxing, Little League Coaching, Cooking, Crew, Fencing, Hiking, Jiu-Jitsu, Meditation, Mixed Martial Arts, Running, Skiing, Surfing, Swimming and Travel.

LaVaughn Daniel

6995 Karen Lane, Riverside, CA 92509

(909) 374-5432

lavaughn.d@danco.net

Education

Virginia Tech (Virginia Polytechnic Institute & State University), Blacksburg, VA 1995

- Bachelor's Degree, Civil Engineering (Environmental Emphasis)
- Continuing Education as needed with Trade Organizations, Local Colleges, Government Sponsored Training Programs.

Work History

General Manager, 1/2016 - Present DancoEN, Ontario, CA

Self-motivated, diligent, and results-driven General Manager with 4+ years of experience in directing and managing business activities and developing and implementing strategic planning for business growth.

- Coordinate and oversee business operations
- Provide direct management of key functional managers
- Prepare and allocate budget for all departments
- Develop and Implement policies and procedures
- Maintain a plant-wide customer-focused, continuous improvement paradigm
- Ensure team development and growth aligns with Corporate development goals
- Report key results to corporate officers

Environmental & Safety Manager, 7/1997 – 1/2016 Multi-Division Company

Danco Metal Surfacing, Arcadia, Ontario, and Santa Ana, CA

Danco Anodizing, Warsaw, IN

Danco EN, Ontario, CA

Danco Metal Finishing, Changzhou, China

Gemtech Coatings, Huntington Beach, CA

Manage all aspects of environmental, health & safety for worldwide metal finishing company with over 300 employees. Responsible for compliance with EPA, OSHA, Air Quality, Fire, and other local, state, and federal agencies regulating the manufacturing and chemical processing industries. Position directs Plant Supervisors and on-site EHS personnel and reports directly to the Vice President. Specific responsibilities include:

- Oversight of all EH&S related requirements for highly regulated chemical industry
- Managing EH&S departmental budgets for each division

BIOGRAPHY

John E. DeWitt

PRESENT

J.E.DeWitt, Inc (JEDI) is a family owned business operating since 1945 in El Monte/South El Monte, founded by J. E. ‘Hap’ DeWitt and currently headed by the 3rd generation, Mary Wilson, President. Related entities are managed by Kate DeWitt Wodka and Anne DeWitt Granick.

MEMBER

SCAQMD, Small Business Advisory Committee; CARB, SBOAP, Small Business Advisory; Arlington Gardens in Pasadena- BOD; WSPA Associates, BOD; SGVEP; 20th Century Roundtable; California Small Business Alliance, BOD; El Monte/South El Monte Chamber of Commerce, BOD; Pasadena Optimists.

FAMILY

Wife- Robin “Bonnie” O’Conor DeWitt

Daughters – Kate DeWitt Wodka, Mary DeWitt Wilson, Anne DeWitt Granick

Grandchildren- Andrew John “A.J.” Wilson,

Max DeWitt Granick,

Conor Joseph Granick,

Robin Wilson,

J.K. Granick

PAST MEMBERSHIP,

President-Pacific Oil Conference (POC) (Director Emeritus) Trade Show devoted to the education of independent marketers.

President-California Independent Oil Marketers Association (Hall of Fame) State Association of Oil Marketers. Served as president during oil embargo of 1973-74.

President- Petroleum Club of Los Angeles

Director- Hillsides Home for Children; Mother’s Club Learning Center; PMOCO; Petroleum Marketers Oil Company (Spirit); Long Beach Grand Prix; CHC Services. S C Fuels, Inc.

Founder- Petroleum Wholesalers Credit Group, San Gabriel Valley Scientific & Cultural Society.

BIOGRAPHY

BILL LA MARR

Bill La Marr is the Co-Founder and Executive Director of the California Small Business Alliance (Alliance). The Alliance is a non-partisan coalition of California trade associations committed to providing small businesses with a single constructive voice before air quality management districts and other environmental regulatory agencies

Since its inception in 1999, Bill and other Alliance members have played an active part in relevant committees, task forces, policy forums, and working groups at the South Coast Air Quality Management District (District), imparting valuable information and recommendations about cost-effective and least economically debilitating measures to regulate small businesses and to help them understand the processes, costs, and compliance challenges that small businesses face. To read more about the Alliance: www.calsmallbusinessalliance.org.

Prior to founding the Alliance, Bill was employed by Southern California Edison for 10 years. Bill was specifically hired to develop, market, implement, and manage the company's first environmental technology program - "Clean Air Coatings Technologies." The focus of the program was to identify, test, and demonstrate environmentally friendly technologies to Edison's industrial and commercial business customers who were facing an endless stream of costly, complex regulations from federal, state, and regional environmental regulatory agencies. Bill and his staff served as advocates for cleaner technologies and offered training in the use of these technologies for customers with a focus towards easing their compliance burdens and enabling them to maintain or improve their competitive advantage. During this period, Bill and his team also offered many valuable training opportunities to the District's staff. Bill retired in 2000.

Earlier in his career Bill was employed by a major international engineering, construction, support services corporation for 27 years in a number of key positions both domestic and internationally where he managed projects involving operations, maintenance, construction, military base, logistics, scientific, and environmental support services for industrial and government clients. Some clients and joint venture partners included the Atomic Energy Commission, Department of Energy, Department of Defense (Army, Air Force, Navy), U.S. Department of State, National Science Foundation, Sandia National Laboratory, Los Alamos National Laboratory, Fluor-Utah, Williams Brothers, Continental Electronics, and Cyprus Bagdad Copper Company.

Bill has also owned and operated several successful small businesses.

September 30, 2020

RITA LOOF

BACKGROUND:

Ms. Rita Loof has over 30 years of experience in the field of air quality compliance. She worked as a permit processing engineer for the South Coast Air Quality Management District (SCAQMD) and is certified as a Certified Permitting Professional by the agency. She has been in private consulting and represented RadTech for the past 26 years, helping the Association secure regulatory advantages for UV/EB technology. Rita recently got elected to the San Bernardino County Board of Education, representing over 400,000 California residents. She holds a Bachelor of Science Degree in Chemical Engineering from UCLA.

DAVID L. ROTHBART, P.E., BCEE

20151 McKinley Lane
Huntington Beach, CA 92646

(714) 878-9655
drothbart@gmail.com

SUMMARY

Over 29-years of experience in environmental engineering management; providing leadership and maintaining productive relationships with regulators and elected officials, and specializing in air and water quality compliance, including air quality policy with the South Coast Air Quality Management District (SCAQMD), surface water and groundwater policy with the Regional Water Quality Control Board (RWQCB), implementation of storm water control programs, biosolids co-composting, groundwater monitoring and containment, facility audits, industrial waste source control and hazardous waste management.

PROFESSIONAL EXPERIENCE

Southern California Alliance of Publicly Owned Treatment Works

Air Quality Committee Chair (November 2014 to Present)

Organize and lead collaborative efforts with member agencies to review and comment on developing air quality rules, regulations and enforcement policy. Work cooperatively with regulators to improve air quality, while allowing water and wastewater treatment facilities the ability to provide reliable service to the public. Routine responsibilities include drafting comment letters, providing public testimony and meeting with SCAQMD Executive Staff and Governing Board members.

Los Angeles County Sanitation Districts – Air Quality Engineering Section

Supervising Engineer (July 2007 to Present)

Manage a group of engineers that are responsible for air quality compliance activities for eleven wastewater treatment plants, seven landfills, two compost facilities and fifty-three pumping plants, which serve about 5.4 million people. Oversee air quality permitting activities within the South Coast, Antelope Valley, Imperial County and San Joaquin Valley Air Basins including Title V facilities. Activities include: Annual Emission Reports, AB 2588 Reports, AERMOD modeling, health risk assessments, permit applications and renewals, facility audits and compliance. My responsibilities also include working with elected officials on a local, state and federal level pertaining to air quality requirements.

Los Angeles County Sanitation Districts – Water Quality Group

Supervising Engineer (July 2002 to July 2007)

Managed a group of engineers and technicians that are responsible for groundwater, surface water, industrial waste, and underground storage tank compliance activities for three active, three inactive, and two waste-by-rail landfills, three material recovery facilities/transfer stations, two gas-to-energy facilities, two recycle centers and a refuse to energy facility. Two closed landfills accepted hazardous waste are subject to Department of Toxic Substances Control (DTSC) requirements, while others are subject to RWQCB requirements. My responsibilities also included being designated as the Project Manager for the DTSC Five-Year Review of the Palos Verdes Landfill, where public outreach and city council meetings were held to address stakeholder question and concerns.

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Los Angeles County Sanitation Districts – Water Quality Group

Senior Engineer (July 2002 to July 2007)

Project Manager for the Eagle Mountain Landfill Project acquisition. Responsible for negotiating legal agreements with Mine Reclamation Corporation and Kaiser Ventures. Negotiated agreements include: railroad, access roads, water distribution system and other utilities. Negotiated agreements with the Bureau of Land Management, United States Navy, State Lands Commission, Salton Sea Recreational Area, Riverside County and Union Pacific Railroad. Also responsible for groundwater and surface water compliance issues for the Calabasas, Puente Hills, and Spadra Landfills, environmental impact report support, assessment monitoring programs, corrective action monitoring programs, hydrogeologic investigations, contaminant transport modeling, final cover moisture monitoring studies, closure and postclosure plans, composite liner and subsurface barrier construction support, groundwater sampling protocols and industrial waste compliance.

SCAQMD GOVERNING BOARD APPOINTMENTS

- ◇ Home Rule Advisory Group
- ◇ Permit Streamlining Task Force
- ◇ Best Available Control Technology Scientific Review Committee
- ◇ 2016 Air Quality Management Plan Advisory Group
- ◇ Local Government & Small Business Assistance Advisory Group

EDUCATION & TRAINING

- ◇ Bachelor of Science in Chemical Engineering, California State Polytechnic University, Pomona
- ◇ Master of Science in Engineering (Emphasis in Environmental Engineering), California State Polytechnic University, Pomona

PROFESSIONAL LICENSES

Professional Civil Engineer

- ◇ California No. 59196
- ◇ Arizona No. 30523

PROFESSIONAL AFFILIATIONS

- ◇ Southern California Alliance of Publicly Owned Treatment Works
- ◇ Air & Waste Management Association
- ◇ Solid Waste Association of North America
- ◇ California Water Environment Association
- ◇ American Academy of Environmental Engineers – Board Certified Environmental Engineer (BCEE)

VOLUNTEER EXPERIENCE

- ◇ Committee Chair of Boy Scout Troop 555 in Huntington Beach
- ◇ Executive Vice Chief Advisor for the Amimi Chapter of the Order of the Arrow
- ◇ Scoutmaster for Orange County Council's National Youth Leadership Training
- ◇ Boy Scout Merit Badge Counselor

“AWARDS/COMMUNITY ACTIVITIES

2008 Distinguished Service Award”- Petroleum Marketers Association of America
“2001 Outstanding Oilman”- POC
“1997 Alumni Achievement Award”- Whittier College
“Citizen of the Year, 1996” El Monte- So. El Monte Chamber of Commerce,
End of the Santa Fe Trail Society.

PERSONAL ACTIVITIES

Family, Learn, Bike, Hike, Hunt, Fish, Snow Ski.

PURPOSE

Be accountable. Have fun.

OBJECTIVES

Educate & maximize potential of people:
Convince elected officials to measure results and costs.
ski, hunt, fish, and travel 60 days a year.

ACCEPT THE ABOVE AT YOUR RISK
(Snopes will not confirm any of this stuff)

John E. DeWitt
1410 Oak Meadow Rd.
Arcadia, CA 91006

9/29/2020

- Develop and implement required written policies and training programs including PSM procedures, company EH&S policies, internal and external compliance reports and audits as necessary
- Permitting (new permits, modifying and renewing existing permits)
- Pollution Prevention, Spill Control and Response, Hazardous Materials
- Internal and External Auditing and Reporting including Air and Water Emissions, Air compliance, Hazardous Waste, Tier II, and SARA 313 TRI.
- Stormwater Pollution Prevention Plans, Spill Prevention Plans
- Design and engineering of pollution control systems, project management
- Testing, Monitoring (hazardous waste, emissions, employee exposure)
- Specific issues with wastewater and air emissions, storm water, hazardous waste, and emergency response
- Extensive experience with Worker's Compensation injuries and claims handling
- Implementation and administration of ISO14001 based *Environmental Management System*
- Active with local trade associations, industry promotion activities, and continuing education

Intern

6/1991 – 9/1995

Naval Surface Warfare Center, Dahlgren, VA in partnership with George Washington University

AN/SAR-8 Project: Research and Development involving new Software for evaluating the effects of vibration on Infrared Radars onboard battleships. Duties included computer programming, technical writing, assembling specialized cabling for gyroscopic devices and data collection and evaluation.

SADIS Project: (Shipboard Automated Decoy Integration System.) Assisted Project Manager in research on alignment of multisensory tracking systems for use onboard battleships when deploying countermeasures.

Kalman Filtering Project: Research related to the use of Kalman filtering for tracking targets. Duties included technical writing, developing complex mathematical algorithms, and building circuit boards.

Skills and Certifications

- Certified Dangerous Goods Shipper
- Certified Forklift Trainer
- Certified Class C Wastewater Treatment System Operator

Professional History

President, 2011-2013 Metal Finishing Association of Southern California

Board Member, National Association of Metal Finishers

Member, Local Government & Small Business Advisory Group, SCAQMD

Member, Industrial Advisory Council, Los Angeles County Sanitation District

Board Member, National Founders Insurance Company

Member, NASF Government Advisory Council

Active in Government affairs and participate in Legislative Action related to industry



South Coast Air Quality Management District

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Item 16

LOCAL GOVERNMENT & SMALL BUSINESS ASSISTANCE ADVISORY GROUP FRIDAY, NOVEMBER 13, 2020 MEETING MINUTES

MEMBERS PRESENT:

Council Member Ben Benoit, LGSBA Chairman (Board Member)
Supervisor Janice Rutherford (Board Member)
Felipe Aguirre
Mayor Pro Tempore Rachelle Arizmendi, City of Sierra Madre
Paul Avila, P.B.A. & Associates
Geoffrey Blake, Metal Finishers of Southern California
Todd Campbell, Clean Energy
LaVaughn Daniel, DancoEN
Bill LaMarr, California Small Business Alliance
Rita Loof, RadTech International
Eddie Marquez, Roofing Contractors Association
David Rothbart, Los Angeles County Sanitation District

MEMBERS ABSENT:

John DeWitt, JE DeWitt, Inc.

OTHERS PRESENT:

Mark Abramowitz
Thomas Gross, Board Member Consultant (*Benoit*)
Dan McGivney, SoCal Gas
Debra Mendelsohn, Board Member Consultant (*Rutherford*)
Mark Taylor, Board Member Consultant (*Rutherford*)
Janet Whittick

SOUTH COAST AQMD STAFF:

Derrick Alatorre, Deputy Executive Officer
Amir Dejbakhsh, Deputy Executive Officer
Jason Aspell, Assistant Deputy Executive Officer
Daphne Hsu, Senior Deputy District Counsel
Carol Gomez, Planning & Rules Manager
Mark Henninger, Information Technology Manager
David Ono, Senior Air Quality Engineering Manager
Lisa Tanaka O'Malley, Senior Public Affairs Manager
Lane Garcia, Program Supervisor
Ricardo Rivera, Senior Staff Specialist
Anthony Tang, Information Technology Supervisor

Van Doan, Air Quality Specialist
Elaine-Joy Hills, Air Quality Specialist
Paul Wright, Senior Information Technology Specialist

Agenda Item #1 - Call to Order/Opening Remarks

Chair Ben Benoit called the meeting to order at 11:32 a.m. and provided guidelines and general instructions for participation in the remote meeting for the Local Government & Small Business Assistance Advisory Group (LGSBA) meeting via Zoom webinar and teleconference.

Agenda Item #2 – Approval of October Meeting Minutes

Chair Benoit called for approval of the October 9, 2020 meeting minutes. The minutes were approved unanimously.

Agenda Item #3 – Review of Follow Up/Action Items

Mr. Derrick Alatorre responded to an inquiry from the previous meeting regarding the number of fee review cases reported in the Small Business Assistance (SBA) activities report versus the Budget and Economic Outlook update. The SBA Activities report does not account for the facilities requesting payment plans or extensions under \$10,000 which are handled directly by the Finance Department. Cases involving more than \$10,000 or other billing disputes and/or requests go to Fee Review Committee.

Mr. LaMarr commented that the reports should be consistent. Chair Benoit indicated that the differences were understood, and current reports are adequate.

Agenda Item #4 – Annual Report on Assembly Bill (AB) 2766 Funds from Motor Vehicle Registration Fees for Fiscal Year (FY) 2018-2019

Mr. Lane Garcia presented a summary of the AB 2766 local government annual reporting and program implementation activities that occurred during FY 2018-2019.

Chair Benoit indicated that the City of Wildomar is interested in purchasing green vehicles within the next 4-5-years but had heard that the funds could not be used if there was not a combustion engine vehicle to scrap. Mr. Garcia clarified that there is no requirement to have an older vehicle in the fleet to be scrapped. If no fleet vehicles exist, a default value provided by California Air Resources Board (CARB) for an average fleet vehicle would be used.

Mr. LaMarr indicated that the numbers for project spending, emissions reduction, and cost-effectiveness were not balanced in slides #5 and #8. Mr. Garcia stated that in 1995, CARB provided guidance and recommended that the cost-effectiveness be \$10 per pound. However, when corrected for inflation, the value would be closer to \$25 per pound which is shown on slide #8. The guidance is a suggestion, not a requirement. Some projects might not be cost-effective in the short term, but they change the city's infrastructure in the long-term.

Ms. Rita Loof referenced slide #8 and requested clarification on miscellaneous and public education project types. Mr. Garcia replied that miscellaneous projects include outreach and shuttles for large public events. Public education projects include outreach on clean air issues such as clean vehicle displays and educational programs.

Mr. Todd Campbell referenced slide #5 and indicated that 141 tons/year of emissions reductions equates to 0.38 tons/day. He further stated that in order to reach attainment by the 2023 and 2031 deadlines, reductions of 128 tons/day and 142 tons/day would be needed, respectively. He asked if the program should be updated to favor more cost-effective emission reduction options. Mr. Garcia replied that there have been discussions on cost-effectiveness and potential amendments to the existing statute. Trainings and resource guides are provided to cities to provide information on preferred and less preferred projects. The current language is extremely flexible, which the cities prefer. Mr. Campbell expressed support for a legislative effort to improve cost-effectiveness of emissions reductions in the program.

Mr. David Rothbart inquired how much emissions reductions are left to offset the Clean Air Act Section 185 penalties for stationary sources that are not already included in the State Implementation Plan. Mr. Garcia indicated that he did not have an answer. Mr. Rothbart proposed discussion of this topic in the near future.

Agenda Item #5 – Update on the Permit Streamlining and Pending Permit Application Status Dashboard

Mr. David Ono presented an update on Permit Streamlining Activities and the recently released Pending Permit Application Status Dashboard. The dashboard tool shows the current status of permit applications and is accessible through the Facility Information Detail (F.I.N.D.) application on the South Coast AQMD website. Mr. Ono described the dashboard status conditions that may be utilized by the public to improve transparency into the permitting process. South Coast AQMD staff has been monitoring the status conditions to identify streamlining opportunities. Permit streamlining highlights also included the release of three online equipment registration modules for negative air machines, commercial charbroilers, and small boilers. He also noted increase in activity in online permit processing for dry cleaners.

Mr. LaMarr noted that perchloroethylene dry cleaning operations that are scheduled for phase-out by the end of 2020. It was noted by Chair Benoit and Mr. Campbell that, while these businesses have been adversely affected during the current pandemic and reduced demand for their services, that the phase-out of perchloroethylene was scheduled as part of rulemaking over 15-years ago.

Mr. Alatorre and Mr. Jason Aspell highlighted some of the outreach efforts related to the phase-out of perchloroethylene dry cleaning equipment, including funding for upgrading equipment. Additionally, facilities would be able to use the online application module to quickly permit their equipment changeouts and staff have been monitoring and assisting the remaining roughly 134 facilities with perchloroethylene dry cleaning equipment.

Mr. Geoffrey Blake and Mr. Rothbart added that some of the permit application forms can be difficult to use with the publicly available version of the portable document file (PDF) reader software. Mr. Amir Dejbakhsh clarified that the permit application forms are in the process of being converted to an online application format and recognized that the current PDF version of the forms has been limited in some cases. The newer online forms will provide better functionality with some available potentially early next year.

Agenda Item #6 – Written Report

No comments.

Agenda Item #8 - Other Business

None.

Agenda Item #9- Public Comment

No comments.

Agenda Item #10 – Next Meeting Date

The next regular Local Government & Small Business Assistance Advisory Group meeting is scheduled for Friday, December 11, 2020 at 11:30 a.m.

Adjournment

The meeting adjourned at 12:31 p.m.