



# 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

Chair Ben Benoit, Committee Chair  
Senator (Ret.) Vanessa Delgado, Vice Chair  
Mayor Pro Tem Michael Cacciotti  
Board Member Gideon Kracov  
Supervisor Janice Rutherford

December 10, 2021 ♦ 10:00 a.m.

**Pursuant to Assembly Bill 361, 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**  
**- Roll Call**

**DISCUSSION ITEMS – Items 1 through 9:**

- |    |  |   |            |
|----|--|---|------------|
| 1. | Board Members' Concerns ( <b><i>No Motion Required</i></b> )<br><i>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.</i>   | Chair Ben Benoit<br>Committee Chair                                   |            |
| 2. | Chair's Report of Approved Travel ( <b><i>No Motion Required</i></b> )   | Chair Benoit  | pg. 6      |
| 3. | Report of Approved Out-of-Country Travel ( <b><i>No Motion Required</i></b> )  | Wayne Nastri<br>Executive Officer                                     |            |
| 4. | Review January 7, 2022 Governing Board Agenda  | Wayne Nastri  | pgs. 7-16  |
| 5. | Approval of Compensation for Board Member Assistant(s)/ Consultant(s) (Any material, if submitted, will be distributed at the meeting.) ( <b><i>Motion Requested if Proposal Made</i></b> )  | Chair Benoit  | pgs. 17-18 |
| 6. | Update on South Coast AQMD Inclusion, Diversity and Equity Efforts ( <b><i>No Motion Required</i></b> )<br><i>Staff will provide an update on current and future efforts for our internal processes and programs.</i>  | Dr. Cessa Heard-Johnson<br>Diversity, Equity and<br>Inclusion Officer | pgs. 19-23 |
| 7. | Budget and Economic Outlook Update ( <b><i>No Motion Required</i></b> )<br><i>Staff will provide an update on economic indicators and key South Coast AQMD metrics.</i>  | Jill Whynot<br>Chief Operating Officer                                |            |
| 8. | Status Report on Major Ongoing and Upcoming Projects for Information Management ( <b><i>No Motion Required</i></b> )<br><i>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.</i> | Ron Moskowitz<br>Chief Information Officer,<br>Information Management | pgs. 24-31 |
| 9. | Report of RFQs/RFPs Scheduled for Release in January ( <b><i>No Motion Required</i></b> )<br><i>This report summarizes the RFQs/RFPs for budgeted services over \$100,000 scheduled to be released for advertisement for the month of January.</i>   | Sujata Jain<br>Chief Financial Officer,<br>Finance                    | pgs. 32-34 |

**ACTION ITEMS – Items 10 through 12:**

**JANUARY ITEMS**

- |     |   |               |            |
|-----|---|---------------|------------|
| 10. | Authorize Purchase for Cisco Unified Communication Telephony System Upgrade ( <b><i>Motion Requested</i></b> )<br><i>On September 3, 2021, the Board approved the release of RFQ 2022-02 to solicit proposals from qualified vendors to provide hardware and software upgrades to the existing Cisco Unified Communications Telephony System. Three vendors responded to the RFQ. Among the responses, Insight Public Sector, Inc. is the recommended vendor to provide the system based on</i> | Ron Moskowitz | pgs. 35-37 |
|-----|---|---------------|------------|

*achieving the most points on the RFQ evaluation criteria. This action is to issue a purchase order with Insight Public Sector, Inc. to purchase Cisco telephony system upgrade. Funds (\$100,000) for this purchase are included in the District General FY 2021-22 Budget.*

11. Authorize Purchase of Telecommunication Services  
**(Motion Requested)**  
*On September 3, 2021, South Coast AQMD released an RFP to select a vendor(s) capable of providing telecommunication services to the South Coast AQMD in the most cost-effective manner and, if possible, to consolidate all telephone company-related services to a single telecommunications provider. These telecommunication services included local, long distance, and toll-free; private internet protocol (PIP)/frame relay network; dedicated T1 lines; MPLS two bundled IP T1s; Ethernet Private Line (ELINE) service; Ethernet Virtual Private Line (EVPL) service; internet access (with a redundant connection); phone system maintenance; and wireless voice and data. This action is to obtain approval to purchase telecommunication services from the selected vendor(s) for a period of three years. Funds for this purchase are included in the FY 2021-22 Budget (\$825,000) and will be included in subsequent fiscal year budget requests.*
- Ron Moskowitz pgs. 38-46
12. Interview an Additional Firm and Recommend a Firm or Firms for Legislative Representation Services in Washington D.C. (RFP P2022-01) **(Motion Requested)**  
*Per direction of the Board at the December 3, 2021, Board meeting, this item is to interview an additional firm - Duncan, Weinberg, Genzer & Pembroke (RFP P2022-01) and recommend a firm or firms for legislative representation services in Washington D.C.*
- Derrick J. Alatorre  
DEO, Legislative, Public  
Affairs & Media

**WRITTEN REPORTS:**

13. Local Government & Small Business Assistance Advisory Group Minutes for the October 8, 2021 Meeting **(No Motion Required)**  
*Attached for information only are the Local Government & Small Business Assistance Advisory Group minutes for the October 8, 2021 meeting.*
- Derrick J. Alatorre pgs. 47-53

**OTHER MATTERS:**

14. 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)*
- Chair Benoit
15. 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.*
16. **Next Meeting Date:** January 14, 2022 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 Cindy Bustillos at (909) 396-2377 from 7:00 a.m. to 5:30 p.m., Tuesday through Friday, or send the request to [cbustillos@aqmd.gov](mailto:cbustillos@aqmd.gov).*

### Document Availability

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

## **INSTRUCTIONS FOR ELECTRONIC PARTICIPATION**

### **Instructions for Participating in a Virtual Meeting as an Attendee**

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

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

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

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

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.

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

### **Directions for Video ZOOM on a DESKTOP/LAPTOP:**

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

### **Directions for Video Zoom on a SMARTPHONE:**

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

### **Directions for TELEPHONE line only:**

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

BOARD MEETING DATE: January 7, 2022

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee held a meeting remotely on Friday, December 10, 2021 and reviewed the proposed agenda for the January 7, 2022 Board meeting. The Committee also discussed various issues detailed in the Committee report. The next Administrative Committee meeting is January 14, 2022, at 10:00 a.m.

RECOMMENDED ACTION:  
Approve this report.

Ben J. Benoit, Chair  
Administrative Committee

CB

---

**Attendance:**

[Will be inserted subsequent to the December 10, 2021 Administrative Committee meeting.]

**Administrative Committee Discussion Items:**

[Will be inserted subsequent to the December 10, 2021 Administrative Committee meeting.]

**Chair’s Report of Approved Travel:**

DATE	TRAVELER	DESTINATION	PURPOSE
November 17-19, 2021	Board Consultant for Board Member Joe Buscaino, Jacob Haik	Atlanta, GA	Board Consultant Jacob Haik attended the National League of Cities Convention with Board Member Joe Buscaino on behalf of the South Coast AQMD.
November 18-19, 2021	Board Member Gideon Kracov	Riverside, CA	Board Member Kracov attended the CARB Board meeting as the South Coast AQMD Board representative.
December 8-9, 2021	Board Member Gideon Kracov	Sacramento, CA	Board Member Kracov attended the CARB Board meeting as the South Coast AQMD Board representative.

12/3/21 7:00 P.M.

---

**D R A F T A G E N D A**

---

**MEETING, JANUARY 7, 2022  
HYBRID GOVERNING BOARD MEETING**

Pursuant to Assembly Bill 361, a meeting of the South Coast Air Quality Management District Board will be held at 9:00 a.m. on Friday, January 7, 2022 through a hybrid format of in-person attendance in the Dr. William A. Burke Auditorium at the South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, and/or virtual attendance via videoconferencing and by telephone.

Given health and safety concerns, seating availability may be limited, and the meeting format may be changed to full remote via webcast. Please refer to South Coast AQMD's website for information regarding the format of the meeting, updates if the meeting is changed to a full remote via webcast format, and details on how to participate:

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

**Proof of vaccination or a negative COVID test within 72 hours prior to the start of the Governing Board meeting along with picture I.D. will be required for admittance.**

**Proof of COVID-19 Vaccination includes:**

- COVID-19 Vaccination Record Card (issued by the Department of Health and Human Services Centers for Disease Control & Prevention or WHO Yellow Card 1) which includes name of person vaccinated, type of vaccine provided and date doses administered); OR
- A photo of a vaccination card as a separate document; OR
- A photo of the vaccine card stored on a phone or electronic device; OR
- Documentation of vaccination from a healthcare provider; OR
- [Digital record](#) that includes a QR code that when scanned by a SMART Health Card reader displays to the reader: name, date of birth, vaccine dates and vaccine type

**REMINDER:** Mask wearing is required indoors during the meeting.

**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,,93128605044# or +12532158782,,93128605044#

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

**PUBLIC COMMENT WILL STILL BE TAKEN**

Phone controls for participants:

The following commands can be used on your phone's dial pad while in Zoom Webinar meeting:

- \*6 - Toggle mute/unmute
- \*9 - Raise hand

### 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 for public review at South Coast AQMD's Clerk of the Boards Office, 21865 Copley Drive, Diamond Bar, CA 91765 or web page at [www.aqmd.gov](http://www.aqmd.gov)

### Americans with Disabilities Act and Language Accessibility

Disability and language-related accommodations can be requested to allow participation in the Governing Board meeting. The agenda will be made available, upon request, in appropriate alternative formats to assist persons with a disability (Gov. Code Section 54954.2(a)). In addition, other documents may be requested in alternative formats and languages. Any disability or language-related accommodation must be requested as soon as practicable. Requests will be accommodated unless providing the accommodation would result in a fundamental alteration or undue burden to the South Coast AQMD. Please contact the Clerk of the Boards Office at (909) 396-2500 from 7:00 a.m. to 5:30 p.m., Tuesday through Friday, or send the request to [cob@aqmd.gov](mailto:cob@aqmd.gov)

**A webcast of the meeting is available for viewing at:**

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



## **CALL TO ORDER**

- Pledge of Allegiance
- Roll Call
- Swearing in of Chair and Vice Chair for Terms January 2022 – January 2024
- Swearing in of Reappointed Board Members Rex Richardson Benoit and Veronica Padilla-Campos
- Opening Comments: Ben J. Benoit, 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 AND BOARD CALENDAR (Items 1 through XX)**

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

11585. Approve Minutes of December 3, 2021 Board Meeting **Thomas/3268**

### **Items X through XX -- Budget/Fiscal Impact**

11467. Implement Carl Moyer, SOON, State Reserve, FARMER and Community Air Protection Programs by Recognizing Funds from CARB, Executing and Amending Contracts, and Reimbursing Administrative Costs **Miyasato/3249**

In June 2021, Program Announcements for the Carl Moyer and Surplus Off-Road Op-In for NOx (SOON) Programs closed. This year, funding from the State Reserve and Funding Agricultural Replacement Measures for Emission Reductions (FARMER) Programs will also be available to fund eligible projects submitted through these solicitations. These actions are to: 1) adopt Resolutions to recognize FY2020-21 and FY2021-22 funds from CARB for Carl Moyer and FARMER Programs; 2) execute contracts for Carl Moyer, SOON, State Reserve, Community Air Protection and FARMER Programs; 3) authorize the Executive Officer to redistribute the source of funds for the various incentive program grants to ensure program liquidation targets are met; and 4) reimburse administrative costs for the FY2021-22 FARMER Program. (Reviewed: Technology Committee, December 17, 2021; Recommended for Approval)

***Please note, at the November 5, 2021 Board Meeting, a public hearing was set for the December 3, 2021 Board Meeting to Determine That Proposed Amended Rule 1134 – Emissions of Oxides of Nitrogen from Stationary Gas Turbines, Is Exempt from CEQA; and Amend Rule 1134. At the December 3, 2021 Board Meeting, the public hearing was moved to February 4, 2022.***

11509. Authorize Purchase of Cisco Unified Communication Telephony System Upgrade **Moskowitz/3329**

On September 3, 2021, the Board approved the release of RFQ 2022-02 to solicit proposals from qualified vendors to provide hardware and software upgrades to the existing Cisco Unified Communications Telephony System. Three vendors responded to the RFQ. Among the responses, Insight Public Sector, Inc. is the recommended vendor to provide the system based on achieving the most points on the RFQ evaluation criteria. This action is to issue a purchase order with Insight Public Sector, Inc. to purchase Cisco telephony system upgrade. Funds (\$100,000) for this purchase are included in the FY 2021-22 Budget. (Reviewed: Administrative Committee, December 10, 2021; Recommended for Approval)

11510. Authorize Purchase of Telecommunication Services **Moskowitz/3329**

On September 3, 2021, South Coast AQMD released an RFP to select a vendor(s) capable of providing telecommunication services to the South Coast AQMD in the most cost-effective manner and, if possible, to consolidate all telephone company-related services to a single telecommunications provider. These telecommunication services included local, long distance, and toll-free; private internet protocol (PIP)/frame relay network; dedicated T1 lines; MPLS two bundled IP T1s; Ethernet Private Line (ELINE) service; Ethernet Virtual Private Line (EVPL) service; internet access (with a redundant connection); phone system maintenance; and wireless voice and data. This action is to obtain approval to purchase telecommunication services from the selected vendor(s) for a period of three years. Funds for this purchase are included in the FY 2021-22 Budget and will be included in subsequent fiscal year budget requests. (Reviewed: Administrative Committee, December 10, 2021; Recommended for Approval)

**Item XX – Action Item /No Fiscal Impact**

11537. Comply with AB 361 Requirements to Allow South Coast AQMD Board and South Coast AQMD Brown Act Committees to Continue to Meet Remotely **Gilchrist/3459**

This action is to adopt the attached Resolution finding that the Board: 1) has reconsidered the circumstances of the state of emergency; and 2) State or local officials continue to impose or recommend measures to promote social distancing. See Cal. Gov't Code Section 54953(e)(3). (No Committee Review)

**Items XX through XX – Information Only/Receive and File**

11597. Legislative, Public Affairs and Media Report **Alatorre/3122**

This report highlights the November 2021 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)

11612. Hearing Board Report **Verdugo-Peralta/2500**
- This reports the actions taken by the Hearing Board during the period of November 1 through November 30, 2021. (No Committee Review)
11515. Lead Agency Projects and Environmental Documents Received **Nakamura/3105**
- This report provides a listing of CEQA documents received by South Coast AQMD between November 1, 2021 and November 30, 2021, and those projects for which South Coast AQMD is acting as lead agency pursuant to CEQA. (No Committee review)
11485. Rule and Control Measure Forecast **Rees/2856**
- This report highlights South Coast AQMD rulemaking activities and public hearings scheduled for 2022. (No Committee Review)
11511. Report of RFQs/RFPs Scheduled for Release in January **Jain/2804**
- This report summarizes the RFQs/RFPs for budgeted services over \$100,000 scheduled to be released for advertisement for the month of January. (Reviewed: Administrative Committee, December 10, 2021)
11512. Status Report on Major Ongoing and Upcoming Projects for Information Management **Moskowitz/3329**
- Information Management is responsible for data systems management services in support of all South Coast AQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects. (Reviewed: Administrative Committee, December 10, 2021)

## **OTHER BUSINESS**

11630. Consider Protest of Award of Request for Proposals for Legislative Representation in Washington D.C. P 2022-01 **Baird/2302**
- On November 12, 2021, the Administrative Committee considered responses to a request for proposals for legislative representation in Washington D.C. The Administrative Committee noticed that the cost for one proposal, Duncan, Weinberg, Genzer & Pembroke (DWGP), was approximately twice as much as any of the other proposals and determined, on that basis, not to interview DWGP. During public comment, DWGP contended that its cost points should have been calculated differently. On November 18, 2021, DWGP filed a bid protest. On December 10, 2021 the Administrative Committee interviewed DWGP. This item is to consider whether to grant the bid protest prior to considering awarding contracts for Washington D.C. legislative representation. (No Committee Review)

11629. Select Firm or Firms for Legislative Representation Services in Washington D.C. (RFP P2022-01) **Alatorre/3122**

Per direction of the Board at the December 3, 2021 Board meeting, this item is to interview an additional firm, Duncan, Weinberg, Genzer & Pembroke (RFP P2022-01), and recommend a firm or firms for legislative representation services in Washington D.C. (Reviewed: Administrative Committee, December 10, 2021; Recommended for Approval)

**Item XX -- Staff Presentation/Board Discussion/Receive and File**

11506. 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, December 10, 2021)

**Items XX through XX -- Reports for Committees and CARB**

*Note: The December meeting of the Legislative Committee was canceled. The next regular meeting of the Legislative Committee is January 14, 2022. The Mobile Source and Stationary Source Committees did not meet in December. The next regular meetings of the Mobile Source and Stationary Source Committees are January 21, 2022.*

- |        |   |                       |                         |
|--------|---|-----------------------|-------------------------|
| 11548. | Administrative Committee (Receive & File)                               | Chair: Benoit         | <b>Nastri/3131</b>      |
| 11473. | Technology Committee (Receive & File)                                   | Chair: Buscaino       | <b>Miyasato/3249</b>    |
| 11572. | Mobile Source Air Pollution Reduction Review Committee (Receive & File) | Board Liaison: Benoit | <b>Katzenstein/2219</b> |
| 11601. | California Air Resources Board Monthly Report (Receive & File)          | Board Rep: Kracov     | <b>Thomas/2500</b>      |

XX. **Items Deferred from Consent and Board Calendars**

## **PUBLIC HEARINGS**

11484. Determine That Proposed Amended Rule 1135 – Emissions of Oxides of Nitrogen from Electricity Generating Facilities and Proposed Rule 429.2 – Startup and Shutdown Exemption Provisions for Oxides of Nitrogen from Electricity Generating Facilities, Are Exempt from CEQA and Amend Rule 1135 and Adopt Rule 429.2

**Nakamura/3105**

Rule 1135 reduces NOx emissions from combustion equipment at electricity generating facilities. Proposed Amended Rule 1135 will remove ammonia limits which will be addressed during permitting, revise the averaging time for NOx emission limits for diesel internal combustion engines, revise and add time extension provisions, update provisions for Continuous Emission Monitoring Systems, and reference Proposed Rule 429.2 for startup and shutdown requirements. Proposed Rule 429.2 will provide an exemption from Rule 1135 NOx concentration limits during startup and shutdown events for specified durations with provisions for best management practices and recordkeeping. This action is to adopt the Resolution: 1) Determining that Proposed Amended Rule 1135 – Emissions of Oxides of Nitrogen from Electricity Generating Facilities and Proposed Rule 429.2 – Startup and Shutdown Exemption Provisions for Oxides of Nitrogen from Electricity Generating Facilities, are exempt from the requirements of the California Environmental Quality Act; and 2) Amending Rule 1135 – Emissions of Oxides of Nitrogen from Electricity Generating Facilities and Adopting Rule 429.2 – Startup and Shutdown Exemption Provisions for Oxides of Nitrogen from Electricity Generating Facilities. (Reviewed: Stationary Source Committee, November 19, 2021)

11508. Certify Final Environmental Assessment for Proposed Rule 461.1 – Gasoline Transfer and Dispensing for Mobile Fueling Operations, Proposed Amended Rule 461 – Gasoline Transfer and Dispensing, and Proposed Amended Rule 219 – Equipment Not Requiring a Written Permit Pursuant to Regulation II; and Adopt Rule 461.1 and Amend Rules 461 and 219

**Nakamura/3105**

Proposed Rule 461.1 applies to retail and non-retail mobile fuelers that are transferring or dispensing gasoline. Proposed Rule 461.1 will reduce VOC and toxic air contaminant emissions by requiring use of CARB certified equipment for mobile fuelers and specifies other operational, testing, maintenance, recordkeeping, and reporting requirements. The proposed amendments to Rule 461 would remove mobile fueling requirements and outdated definitions and provisions. The proposed amendments to Rule 219 would require previously exempt gasoline mobile fuelers to be permitted. This action is to adopt the Resolution: 1) Certifying the Final Environmental Assessment for Proposed Rule 461.1 – Gasoline Transfer and Dispensing for Mobile Fueling Operations, Proposed Amended Rule 461 – Gasoline Transfer and Dispensing, and Proposed Amended Rule 219 – Equipment Not Requiring a Written Permit Pursuant to Regulation II; and 2) Adopting Rule 461.1 – Gasoline Transfer and Dispensing for Mobile Fueling Operations, and Amending Rule 461 – Gasoline Transfer and Dispensing, and Rule 219 – Equipment Not Requiring a Written Permit Pursuant to Regulation II. (Reviewed: Stationary Source Committee, November 19, 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\*\*\***

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

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

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

Written comments will be accepted by the Board and made part of the record. Individuals who wish to submit written or electronic comments must submit such comments to the Clerk of the Board, South Coast AQMD, 21865 Copley Drive, Diamond Bar, CA 91765-4178, (909) 396-2500, or to [cob@aqmd.gov](mailto: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	OEHHA = 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	

## **INSTRUCTIONS FOR ELECTRONIC PARTICIPATION**

### **Instructions for Participating in a Virtual Meeting as an Attendee**

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

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

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

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

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

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

If interpretation is needed, more time will be allotted.

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

### **Directions for Video ZOOM on a DESKTOP/LAPTOP:**

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

### **Directions for Video Zoom on a SMARTPHONE:**

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

### **Directions for TELEPHONE line only:**

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



## **Agenda Item #5**

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

**Administrative Committee Meeting  
December 10, 2021**

# Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on December 10, 2021 From: Board Member V. Manuel Perez

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective January 1, 2022 and ending June 30, 2022.

## Candidate Information

Name: Guillermo Gonzalez

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

### Proposed Capacity (check one)

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

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

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

### Proposed Scope of Duties (check one)

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

Examples of duties are set forth in the attachment (OPTIONAL)

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

Examples of duties are set forth in the attachment (OPTIONAL)

### Proposed Rate of Compensation (fill in all blanks)

\$ 3,685.91 per month for January 1, 2022 through June 30, 2022, up to a maximum payable during the contract period not to exceed \$ 22,115.46.

### For Administrative Committee Use:

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

By  for the Administrative Committee

cc: Human Resources

Rev. 12/1/21

# *ADMINISTRATIVE COMMITTEE MEETING PRESENTATION*

## *FRIDAY, DECEMBER 10, 2021*

*DR. ANISSA CESSA HEARD-JOHNSON*  
*DEPUTY EXECUTIVE OFFICER*  
*DIVERSITY, EQUITY, AND INCLUSION*  
*[AHEARD-JOHNSON@AQMD.GOV](mailto:AHEARD-JOHNSON@AQMD.GOV)*



# FABULOUS FEMALE FRIDAYS

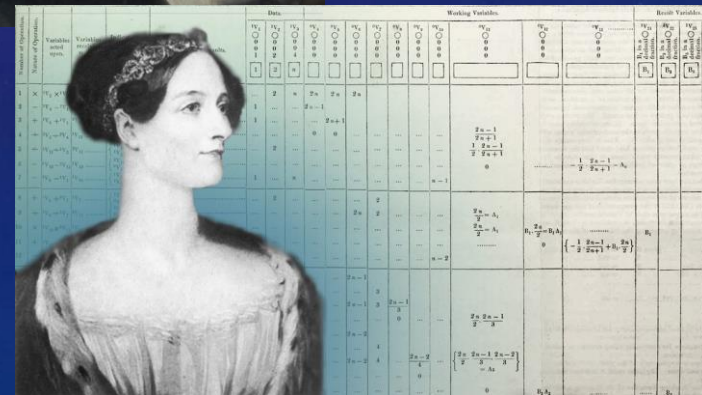
## ADA LOVELACE

(DECEMBER 10, 1815 – NOVEMBER 27, 1852)

Born Augusta Ada Byron on December 10, 1815, Ada, Countess of Lovelace was an English mathematician and writer. The daughter of English poet Lord Byron and mathematician Lady Byron, she was known for her work on Charles Babbage's Analytical engine (credited as the first computer design). She is known as the first to recognize that the machine had applications beyond pure calculation, and to have published the first algorithm intended to be carried out by such a machine. As a result, she is often regarded as the first computer programmer.

Lovelace spent a great deal of her childhood with many physical ailments including migraines, obscured vision and paralysis. It was believed that these physical limitations, along with her family's tireless advocacy contributed significantly to her mathematical and technological skills and abilities. Ada was taught mathematics from an early age and privately educated in mathematics and science by several noted 19th-century researchers and scientific authors.

In 1842, Ada Lovelace was commissioned to translate Babbage's seminars on the Analytical Engine; she augmented the paper with notes, which were added to the translation, finally publishing in September 1843. In her notes, she describes an algorithm for the Analytical Engine to compute Bernoulli numbers. It is the first published algorithm ever specifically tailored for implementation on a computer, and Ada Lovelace has often been cited as the first computer programmer for this reason.



# DECEMBER MULTI-CULTURAL REMEMBRANCES & RESOURCES



November 28  
- December 6

Chanukah is the Jewish eight-day, wintertime “festival of lights,” celebrated with a nightly menorah lighting, special prayers and meals. Hanukkah commemorates the recovery of Jerusalem and subsequent rededication of the Second Temple at the beginning of the Maccabean revolt against the Seleucid Empire in the 2nd century BC. [Hanukkah - Chanukah 2021 - Menorah, Dreidels, Latkes, Recipes, Games and more \(chabad.org\)](#)



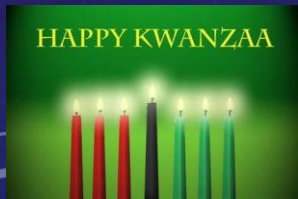
December  
10

Human Rights Day is observed every year on 10 December — the day in 1948 when the United Nations General Assembly adopted the Universal Declaration of Human Rights (UDHR). It proclaims the inalienable rights that everyone is entitled to as a human being - regardless of race, colour, religion, sex, language, political opinion, national or social origin, property, birth or other status. 2021’s theme: EQUALITY - Reducing inequalities, advancing human rights [CEB equality framework-A4-web-rev3.pdf \(unsceb.org\)](#)



December  
21

*Yalda* Shab-e-Yalda or Shab-e Chelleh (Yalda Night) is one of the most ancient Persian festivals annually celebrated on December 21 by Iranians all around the world. The longest and darkest night of the year is a time when friends and family gather to eat fruits and nuts (pomegranates and watermelons are particularly significant), drink and read Hafez book of poetry. [Yalda Night 2021 \(Events in IRAN\), Iran Tourism and Touring Organization | Travel to Iran, Explore Old Persia \(itto.org\)](#)



December 26  
- January 1

Kwanzaa is an annual celebration of African-American culture that is held from December 26 to January 1, created by Dr. Maulana Karenga in 1966, it is based on African harvest festival traditions from various parts of Africa, including West and Southeast Africa. Each of the seven principles of Kwanzaa (Nguzo Saba) are commemorated each day with a lighting of the kinara, acts of reflection and community service. [Official Kwanzaa Website](#)



# EMPLOYEE RESOURCE WORK GROUP UPDATES

1<sup>st</sup> meetings in December– These are joint DEI/HR workgroups comprised of representatives from each Employee Resource Group working together to develop culturally relevant strategies on:

Employee Professional Development, Promotion, Recruitment, and Retention

Outreach – Business/Industry and Educational & Equity Organizations

Multicultural Event Programming



Fourth edition

# READINGS FOR DIVERSITY AND SOCIAL JUSTICE

Maurianne Adams, Warren J. Blumenfeld,  
D. Chase J. Catalano, Keri "Safire" DeJong,  
Heather W. Hackman, Larissa Hopkins,  
Barbara Love, Madeline L. Peters, Davey Shlasko,  
and Ximena Zúñiga



## UPCOMING DEI ACTION ITEMS

ERG groups: Plan upcoming trainings/events/outreach with community partners

- MLK, Black History Month, Lunar New Year, Japanese Internment and Holocaust Remembrances and Women's Herstory Month.

DEI team: Internal staff and stakeholder orientation/training begins this month

- Text: Readings for Diversity and Social Justice

Any questions or comments?



BOARD MEETING DATE: January 7, 2022

AGENDA NO.

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

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

COMMITTEE: Administrative, December 10, 2021, Reviewed

RECOMMENDED ACTION:  
Receive and file.

Wayne Nastri  
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



Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Cybersecurity Assessment	Perform a cybersecurity risk assessment that will identify any potential cybersecurity risks and recommend changes to align with industry standards and peer organizations	\$72,000	<ul style="list-style-type: none"> <li>• RFP released March 5, 2021</li> <li>• Contract Awarded June 4, 2021</li> <li>• Initial Assessment completed</li> </ul>	<ul style="list-style-type: none"> <li>• Review Cybersecurity Assessment findings and develop mitigation plan</li> </ul>
Phone System Upgrade	Upgrade components of the agency Cisco Unified Communications System that are past end of support	\$175,000	<ul style="list-style-type: none"> <li>• RFQ released September 3, 2021</li> </ul>	<ul style="list-style-type: none"> <li>• Recommend Award January 7, 2022</li> <li>• Complete upgrade March 31, 2022</li> </ul>
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"> <li>• Project charter released</li> <li>• Task order issued, evaluated and awarded</li> <li>• Project kickoff completed</li> <li>• Requirements Gathering completed</li> <li>• Fit Gap and Data Storage Analysis completed</li> <li>• Architecture and Functional Design completed</li> </ul>	<ul style="list-style-type: none"> <li>• Work Plan Development for Phase 2</li> </ul>
South Coast AQMD Mobile Application Enhancements	Enhancement of Mobile Application to incorporate FIND	\$90,000	<ul style="list-style-type: none"> <li>• Vision and Scope completed</li> <li>• Task Order issued</li> <li>• Project initiation completed</li> </ul>	<ul style="list-style-type: none"> <li>• System Design</li> </ul>

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
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 staff	\$525,000	<ul style="list-style-type: none"> <li>• Board approved initial Phase 2 funding December 2017</li> <li>• Board approved remaining Phase 2 funding October 5, 2018</li> <li>• Completed report outlining recommendations for automation of Permitting Workflow</li> <li>• Developed application submittals and form filing for first nine of 32 400-E forms</li> <li>• Completed application submittals and form filing for 23 types of equipment under Rule 222 for User Testing</li> <li>• Deployed to production top three most frequently used Rule 222 forms: Negative Air Machines, Small Boilers and Charbroilers</li> <li>• Completed requirements gathering for Phase II of the project (an additional 10 400-E-XX forms)</li> <li>• Development of Phase II additional 12 400-E-XX forms completed</li> <li>• Deployment to Stage of all 400-E-XX and Rule 222 forms for user testing completed</li> <li>• User Acceptance Testing and Deployment to production of Emergency IC Engines Form completed</li> <li>• User Acceptance Testing and Deployment to Production of first 3 Rule 222 forms (Tar Pots, Cooling Towers, and Power Washers) completed</li> </ul>	<ul style="list-style-type: none"> <li>• Complete User Acceptance Testing and Deployment to Production of first ten 400-E-XX forms</li> <li>• Complete User Acceptance Testing and Deployment to Production of remaining 19 Rule 222 forms</li> <li>• Additional twelve 400-E-XX forms</li> </ul>

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
PeopleSoft Electronic Requisition	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"> <li>• Project charter released</li> <li>• Task order issued, evaluated and awarded</li> <li>• Requirement gathering and system design completed</li> <li>• System setup and code development and user testing for Information Management completed</li> <li>• System setup and code development and User Acceptance Testing completed for Administrative and Human Resources and Technology Advancement Office completed</li> </ul>	<ul style="list-style-type: none"> <li>• Deploy to IM and AHR Divisions</li> <li>• Training and Integrated User Testing for other divisions</li> </ul>
Carl Moyer Program GMS	Development of simplified and streamlined online Grant Management System (GMS) portal for Carl Moyer Program	\$116,275	<ul style="list-style-type: none"> <li>• Draft Charter Document issued</li> <li>• Project Initiation completed</li> <li>• Task order issued</li> </ul>	<ul style="list-style-type: none"> <li>• Development of Phase 1 Applications</li> <li>• Phase 2 - proposed new project to ITSC</li> </ul>
Lower-Emission School Bus Program	Development of an online Grant Management System (GMS) portal for the Lower-Emission School Bus Incentive Program	\$110,500	<ul style="list-style-type: none"> <li>• Draft Charter Document issued</li> <li>• Project Initiation completed</li> <li>• Task order issued</li> <li>• Phase I deployed to production – applicant/third party registration and application submission</li> <li>• Customized GMS look and feel</li> <li>• Phase II AQMD staff to create new application on-line for applications received by mail completed</li> <li>• Deployment of staff evaluation module completed</li> <li>• Development of calculation, ranking and messaging has been completed</li> </ul>	<ul style="list-style-type: none"> <li>• Development of Contracting module</li> </ul>

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Source Test Tracking System	Online Source Test Tracking System will keep track of timelines and quantify the number of test protocols and reports received. System will provide an external online portal to submit source testing protocols and reports, track the review process, and provide integration to all other business units. It will also provide an external dashboard to review the status of a submittal	\$250,000	<ul style="list-style-type: none"> <li>• Project Charter approved</li> <li>• Project Initiation completed</li> <li>• Task Order issued</li> <li>• Project Kick-off completed</li> <li>• User requirements gathering for internal users completed</li> <li>• Developed Full Business Process Model</li> <li>• Developed screens mock-ups</li> <li>• Reviewed proposed automation with EQUATE group completed</li> <li>• Proposal for system development approved</li> <li>• Completed development of Sprint 1 to 8</li> <li>• Internal User Testing completed</li> <li>• Completed overview of development progress to EQUATE Working Group.</li> <li>• Deploy updated STTS data model and move application to Stage completed</li> </ul>	<ul style="list-style-type: none"> <li>• Complete User Acceptance testing of STTS Portal in Stage Environment.</li> <li>• Deploy updated STTS data model to Production</li> <li>• Deploy STTS Portal to production</li> </ul>
Warehouse Indirect Source Rule online reporting portal	Development of online reporting portal for Rule 2305 –Warehouse Indirect Source	\$250,000	<ul style="list-style-type: none"> <li>• Draft Charter Document issued</li> <li>• Project Initiation completed</li> <li>• Task order issued</li> <li>• Deployed Phase 1.1 – Warehouse Operations Notification submittal</li> <li>• Development of Phase 1.2 – Warehouse Operations Notification evaluation completed</li> <li>• Phase 2 Project Initiation and Planning completed</li> </ul>	<ul style="list-style-type: none"> <li>• Phase 2 Software Requirements</li> <li>• Phase 2 Architecture and Design</li> </ul>

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: 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	\$355,000	<ul style="list-style-type: none"> <li>• Draft Charter Document issued</li> <li>• Project Initiation completed</li> <li>• Task order issued</li> <li>• Deployed Phase I to production completed</li> <li>• Phase II to production – Messaging, Evaluation, and Administration completed</li> <li>• Developed evaluation module and calculation module completed</li> <li>• Phase III - ZE Class 8 Application deployed to production</li> <li>• Deployed Phase III – Ranking</li> <li>• Deployed Combustion Freight On Road Form changes</li> <li>• Phase III – ZE Class 8 Application solicitation completed</li> <li>• Deployed Combustion Freight On Road Form changes</li> <li>• 2nd Combustion Freight On Road Solicitation completed</li> <li>• User Acceptance Testing for Phase III – Contracting completed</li> </ul>	<ul style="list-style-type: none"> <li>• User Acceptance Testing for Phase III – Inspection</li> </ul>
Telecommunications Services	Select vendor(s) to provide local, long distance, telemetry, internet, cellular services, and phone system maintenance for a three-year period	\$750,000	<ul style="list-style-type: none"> <li>• RFP released September 3, 2021</li> </ul>	<ul style="list-style-type: none"> <li>• Request Board approval January 7, 2022</li> <li>• Execute contract(s) February 28, 2022</li> </ul>
Office 365 License Renewal	Acquire Office 365 Enterprise Agreement license renewal	\$350,000	<ul style="list-style-type: none"> <li>• Board approved purchase September 3, 2021</li> </ul>	<ul style="list-style-type: none"> <li>• Execute contract(s) January 31, 2022</li> </ul>

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Prequalified Vendors to Provide Computer, Network, Printer, Hardware and Software, and Audio Visual Equipment	Establish list of prequalified vendors to provide computer, network, printer hardware and software, and to purchase desktop computer hardware upgrades	\$400,000	<ul style="list-style-type: none"> <li>• Released RFQ November 5, 2021</li> </ul>	<ul style="list-style-type: none"> <li>• Request Board approval February 4, 2022</li> </ul>
AB 2766 – Motor Vehicle Subvention Program	Development of a web application reporting portal for AB 2766 Program	\$81,655	<ul style="list-style-type: none"> <li>• Draft Charter Document issued</li> <li>• Project Initiation completed</li> <li>• Task issued</li> <li>• Project Planning phase for forms completed</li> </ul>	<ul style="list-style-type: none"> <li>• System development</li> </ul>
Replace Your Ride (RZR)/One Stop Shop Integration	Development of integration access points for RZR and third-party applications	\$115,026	<ul style="list-style-type: none"> <li>• Draft Charter Document issued</li> <li>• Project Initiation completed</li> <li>• Task order issued</li> <li>• Phase 1 Sprint 1 – Security Portal Enhancement completed</li> <li>• Phase 2 Sprint 2 - RZR service endpoints completed</li> </ul>	<ul style="list-style-type: none"> <li>• Phase 3 Sprint 4 – Creating .net core web API</li> <li>• Phase 3 Sprint 5 – end to end testing</li> </ul>

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

**Completed Projects**

Project	Date Completed
CLASS Database Software Licensing	November 30, 2021
AQ-Spec/AB617 Data Management System	November 16, 2021
Rule 1180 Notification System	October 6, 2021
PAATS and PPS System enhancements for Gasoline Dispensing Stations	September 16, 2021
Warehouse Operations Notification Online Submittal Portal	August 6, 2021
Lawn and Garden Battery Incentive Program	August 5, 2021
Renewal of OnBase Software Support	July 15, 2021
FIND Map Search	June 30, 2021
Office 365 Implementation	May 30, 2021
CAPES (Clean Air Program for Elementary Students website	May 14, 2021
Renewal of HP Server Maintenance & Support	April 30, 2021
FIND enhancement to include Rule 222 equipment	April 14, 2021
Prop 1B Internal Evaluation Module	April 09, 2021
Lower Emission School Bus Internal Evaluation Module	April 09, 2021
Replace Your Ride Fund Management and Finance Integration	March 20, 2021

BOARD MEETING DATE: January 7, 2022

AGENDA NO.

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

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

COMMITTEE: Administrative, December 10, 2021, Reviewed

RECOMMENDED ACTION:

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

Wayne Natri  
Executive Officer

SJ:gp

---

### **Background**

At its January 10, 2020 meeting, the Board approved a revised Procurement Policy and Procedure. Under the revised policy, RFQs/RFPs for budgeted items over \$100,000, which follow the Procurement Policy and Procedure, no longer require individual Board approval. However, a monthly report of all RFQs/RFPs over \$100,000 is included as part of the Board agenda package and the Board may, if desired, take individual action on any item. The report provides the title and synopsis of the RFQ/RFP, the budgeted funds available, and the name of the Deputy Executive Officer/Asst. Deputy Executive Officer responsible for that item. Further detail including closing dates, contact information, and detailed proposal criteria will be available online at <http://www.aqmd.gov/grants-bids> following Board approval on January 7, 2021.

### **Outreach**

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



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

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

**Proposal Evaluation**

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

**Attachment**

Report of RFQs/RFPs Scheduled for Release in January 2022.

**January 7, 2022 Board Meeting  
Report on RFQs/RFPs Scheduled for Release on January 7, 2022**

(For detailed information visit South Coast AQMD's website at  
<http://www.aqmd.gov/nav/grants-bids>  
following Board approval on January 7, 2022)

**SPECIAL TECHNICAL EXPERTISE**

RFP #2022-07      Issue RFP for Security Guard Services at Diamond  
Bar Headquarters

Olvera/2309

South Coast AQMD contracts for security guard services to provide 24-hour protection of South Coast AQMD property, staff, and visitors at the headquarters facility, as well as to provide security for Board meetings and special events. The current security guard services contract expires June 30, 2022. This action is to issue an RFP to solicit bids from interested parties in order to secure a new three-year contract for this service. Funds for this contract will be included in the FY 2022-23 Budget and in subsequent budgets.

BOARD MEETING DATE: January 7, 2022

AGENDA NO.

**PROPOSAL:** Authorize Purchase for Cisco Unified Communication Telephony System Upgrade

**SYNOPSIS:** On September 3, 2021, the Board approved the release of RFQ 2022-02 to solicit proposals from qualified vendors to provide hardware and software upgrades to the existing Cisco Unified Communications Telephony System. Three vendors responded to the RFQ. Among the responses, Insight Public Sector, Inc. is the recommended vendor to provide the system based on achieving the most points on the RFQ evaluation criteria. This action is to issue a purchase order with Insight Public Sector, Inc. to purchase Cisco telephony system upgrade. Funds (\$100,000) for this purchase are included in the District General FY 2021-22 Budget.

**COMMITTEE:** Administrative, December 10, 2021, Recommended for Approval

**RECOMMENDED ACTION:**

Authorize the Executive Officer to issue purchase order to Insight Public Sector, Inc. to upgrade the South Coast AQMD Cisco telephony system in the amount of \$97,352.

Wayne Nastri  
Executive Officer

RMM:MAH:XC:dc

---

**Background**

South Coast AQMD has an existing Cisco phone system which has hardware and software components that are aging and no longer supported by the manufacturer due to advances in technology. The current phone system components need to be upgraded in order to maintain the reliability of the system.

On September 3, 2021, the Board released RFQ #Q2022-02 for Cisco Unified Communication Telephony System Upgrade using budgeted funds (\$100,000)

within Information Management FY 2021-22 Budget, Capital Outlay Major Object. The goal was to find a qualified vendor that could supply quality Cisco telephony components at the best cost.

**Outreach**

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

Additionally, potential bidders may have been notified utilizing South Coast AQMD’s own electronic listing of certified minority vendors. Notice of the RFQ was emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associates, and placed on South Coast AQMD’s website (<http://www.aqmd.gov>).

**Bid Evaluation**

Sixty copies of the RFQ were mailed out on September 3, 2021 and three bids were received in response to the RFQ when final bidding closed at 1:00 p.m. on October 6, 2021 One bid was from a Low Emission Vehicle Business; two bids were local business enterprises; one bid was an Off Peak Hours Delivery Business; and two bids offered most favored customer pricing status. The Attachment reflects the evaluation of the bids, the respective ratings and costs. Of the qualified bids, the highest preference points adjusted bid was from Insight Public Sector, Inc. Staff recommends that the Board authorize the purchase of Cisco Unified Communication Telephony system upgrade from Insight Public Sector, Inc.

**Panel Composition**

The evaluation panel consisted of five staff from Information Management: two IT Supervisors, a Program and Systems Supervisor, and two Senior IT Specialists. Of the five panelists, three are Asian-Pacific Islander, one is Caucasian and one is Hispanic; all are male.

**Resource Impacts**

Sufficient funds were included in the FY 2021-22 District General Capital Outlays budget.

**Attachment**

Summary of Evaluation for RFQ #Q2022-0

**Attachment 1**

**Evaluation of Bid for CISCO UNIFIED COMMUNICATIONS TELEPHONY SYSTEM REFRESH UPGRADE  
Q2022-02**

<b>Vendor</b>	<b>Insight</b>	<b>World Wide Technology</b>	<b>Logicalis</b>
<b>Total Bid Amount with tax</b>	\$97,351.36	\$119,519.98	\$125,523.36
<b>Minority Owned Business</b>	No	No	No
<b>Woman Owned Business</b>	No	No	No
<b>Small Business (5%)</b>	No	No	No
<b>*DVBE or DBVBE Joint Venture (5%)</b>	No	No	No
<b>Low Emission Vehicle Business (5%)</b>	Yes	No	No
<b>Local Business (5%)</b>	Yes	No	Yes
<b>Off Peak Hours Delivery Business (2%)</b>	Yes	No	No
<b>Most Favored Customer Pricing Status (2%)</b>	Yes	No	Yes
<b>Total Preference (%15 Maximum)</b>	14%	0%	7%
<b>Total Bid Amount with Preference</b>	\$83,722.17	\$119,519.98	\$116,736.73

\* DVBE - disabled veteran-owned business enterprise.

BOARD MEETING DATE: January 7, 2022

AGENDA NO.

PROPOSAL: Authorize Purchase of Telecommunication Services

SYNOPSIS: On September 3, 2021, South Coast AQMD released an RFP to select a vendor(s) capable of providing telecommunication services to the South Coast AQMD in the most cost-effective manner and, if possible, to consolidate all telephone company-related services to a single telecommunications provider. These telecommunication services included local, long distance, and toll-free; private internet protocol (PIP)/frame relay network; dedicated T1 lines; MPLS two bundled IP T1s; Ethernet Private Line (ELINE) service; Ethernet Virtual Private Line (EVPL) service; internet access (with a redundant connection); phone system maintenance; and wireless voice and data. This action is to obtain approval to purchase telecommunication services from the selected vendor(s) for a period of three years. Funds for this purchase are included in the FY 2021-22 Budget and will be included in subsequent fiscal year budget requests.

COMMITTEE: Administrative, December 10, 2021, Recommended for Approval

**RECOMMENDED ACTION:**

Authorize the Executive Officer to execute contracts to purchase telecommunication services required by the South Coast AQMD from the following vendors for a three-year period:

1. Lumen for local, long distance, and toll-free services in an estimated amount of \$136,905, depending on usage.
2. Verizon Enterprise Solutions for air monitoring private internet protocol (PIP) network in an estimated amount of \$459,405 depending on usage.
3. Lumen for dedicated point to point Diamond Bar-Long Beach MPLS bundled T1's, 100M and 1G EVPL in an estimated amount of \$149,615 depending on usage.
4. Lumen for 2G internet services with redundancy in an estimated amount of \$404,050 depending on usage.
5. Insight for phone system maintenance services in an estimated amount of \$777,944 depending on usage; and

6. T-Mobile USA, Inc. for wireless voice and data services in an estimated amount of \$569,586 depending on usage.

Wayne Nastri  
Executive Officer

HJ: MH: AT:hlp

---

### **Background**

On September 3, 2021 the South Coast AQMD released RFP #P2022-02 for Telecommunication Services. The purpose of this RFP was to solicit and identify vendors capable of providing high quality and reliable telecommunication services to the South Coast AQMD in the most cost-effective manner, and if possible, to consolidate all telephone company related services to a single telecommunications provider. The overall goal is to reduce current expenses for voice and data communication services, optimize the use of the South Coast AQMD's current voice communication network, and provide the South Coast AQMD with the necessary flexibility to take full advantage of new telecommunications technologies as they evolve. Telecommunication services solicited under this RFP will include local, long distance, and toll-free; air monitoring PIP network; dedicated MPLS bundled T1's and EVPL; internet access; phone system maintenance; and wireless voice and data.

### **Outreach**

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

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

### **Bid Evaluation**

Sixty copies of the RFP were mailed out and fifteen vendors attended the mandatory bidders conference held on September 23, 2021. Seven bids were received in response to the RFP when final bidding closed at 1:00 p.m. on October 5, 2021.

Attachment 1 reflects the evaluation of the proposals and the respective ratings for contract bids. The evaluation committee rated Lumen the highest for local, long distance, toll-free; Verizon Enterprise Solutions the highest for air-monitoring telemetry PIP network; Lumen the highest for dedicated point to point Diamond Bar-Long Beach MPLS bundled T1's and EVPL; Lumen the highest for 2G internet services with redundancy and diversity; Insight the highest for phone system maintenance services and T-Mobile USA, Inc. the highest for wireless voice and data services. Therefore, staff recommends these vendors for the purchase of the identified telecommunication services.

### **Panel Composition**

The panel consisted five staff from Information Management: two IT Supervisors, a Program and Systems Supervisor, and two Senior IT Specialists. Of the five panelists; three are Asian-Pacific Islander, one is Caucasian and one is Hispanic; all are male.

### **Resource Impacts**

Sufficient funding is included in the FY 2021-22 Budget and funding for subsequent years will be budgeted appropriately.

### **Attachment(s)**

Attachment 1 - Summary of Evaluation of Respondents to RFP # P2022-02

1-A: Category 1 – Local, Long Distance, and Toll Free

1-B: Category 2 – Air Monitoring Telemetry PIP network

1-C: Category 3 – Dedicated Diamond Bar-Long Beach MPLS bundled T1's & EVPL

1-D: Category 4 – Internet Access

1-E: Category 5 – Cisco Phone System Maintenance

1-F: Category 6 – Wireless Connectivity



**ATTACHMENT 1**  
**Summary of Evaluation of Respondents to RFP #P2022-02**

**1-A: Category 1 – Local, Long Distance, and Toll Free**

Two proposals meeting the stated criteria were received in response to Category 1 (Local, Long Distance and Toll-Free Services) of this RFP. They were from Lumen and Insight.

**Standard Services Criteria (50 points maximum)**

	Proposer	
	Lumen	Insight
Panel Average	50	32

**Cost (50 points maximum)**

	Proposer	
	Lumen	Insight
Actual \$ Amount per Year	\$45,635.00	\$45,635.00
Panel Average	50	50

**Additional Points (17 points maximum)**

Criteria	Proposer	
	Lumen	Insight
Small Business or Small Business Joint Ventures Points (Maximum = 10)		
DVBE or DVBE Joint Ventures Points (Maximum = 10)		
Use of DVBE or Small Business Subcontractors Points (Maximum = 7)		
Low-Emission Vehicle Business Points (Maximum = 5)		5
Local Business (Non-EPA Funded Projects Only) Points (Maximum = 5)		5
Off-Peak Hours Delivery Business Points (Maximum = 2)		2
Most Favored Customer (Maximum = 2)		2
Panel Average		14
<b>Total</b>	<b>100</b>	<b>96</b>

**1-B: Category 2 – Air Monitoring Telemetry Private IP/Frame-Relay Circuits**

One proposal meeting the stated criteria was received in response to Category 2 (Air Monitoring Telemetry PIP Network) of this RFP. It was from Verizon.

Standard Services Criteria (50 points maximum)

	Proposer
	Verizon
Panel Average	50

Cost (50 points maximum)

	Proposer
	Verizon
(Actual \$ Amount per Year	\$153,135.00
Panel Average	50

Additional Points (17 points maximum)

Criteria	Proposer
	Verizon
Small Business or SB Joint Ventures (Max = 10)	
DVBE or DVBE Joint Ventures (Max = 10)	
Use of DVBE or Small Business Subcontractor (Max = 7)	
Low-Emission Vehicle Business (Max = 5)	
Local Business (Non-EPA Funded Projects Only) (Max = 5)	
Off-Peak Hours Delivery Business Points (Maximum = 2)	
Most Favored Customer (Maximum = 2)	
Panel Average	

Total	100
-------	-----

**1-C: Category 3 – Dedicated Point to Point Diamond Bar-Long Beach T1 and EVPL**

Three proposals meeting the stated criteria were received in response to Category 3 (Dedicated Long Beach T1) of this RFP. They were from: Lumen, Insight and Verizon.

Standard Services Criteria (50 points maximum)

	Proposer		
	Lumen	Insight	Verizon
Panel Average	50	32	50

Cost (50 points maximum)

	Proposer		
	Lumen	Insight	Verizon
Actual \$ Amount per Year	\$49,871.67	\$49,871.67	\$67,587.72
Panel Average	50	50	37

Additional Points (17 points maximum)

Criteria	Proposer		
	Lumen	Insight	Verizon
Small Business or Small Business Joint Ventures Points (Maximum = 10)			
DVBE or DVBE Joint Ventures Points (Maximum = 10)			
Use of DVBE or Small Business Subcontractors Points (Maximum = 7)			
Low-Emission Vehicle Business Points (Maximum = 5)		5	
Local Business (Non-EPA Funded Projects Only) Points (Maximum = 5)		5	
Off-Peak Hours Delivery Business Points (Maximum = 2)		2	
Most Favored Customer (Maximum = 2)		2	
Panel Average		14	

Total	100	96	87
-------	-----	----	----

**1-D: Category 4 – Internet Access**

Three proposals meeting the stated criteria were received in response to Category 4 (Internet Access) of this RFP. They were from: Lumen, Insight and Verizon.

Note: The District used least cost analysis for internet access options with redundant (diverse) connection (2G for primary circuit and 2G for the secondary circuit) for all proposals.

**Standard Services Criteria (50 points maximum)**

	Proposer		
	Lumen	Insight	Verizon
Panel Average	50	32	50

**Cost (50 points maximum)**

	Proposer		
	Lumen	Insight	Verizon
Actual \$ Amount per Year	\$134,683.20	\$134,683.20	\$170,305.72
Panel Average	50	50	40

**Additional Points (17 points maximum)**

Criteria	Proposer		
	Lumen	Insight	Verizon
Small Business or Small Business Joint Ventures Points (Maximum = 10)			
DVBE or DVBE Joint Ventures Points (Maximum = 10)			
Use of DVBE or Small Business Subcontractors Points (Maximum = 7)			
Low-Emission Vehicle Business Points (Maximum = 5)		5	
Local Business (Non-EPA Funded Projects Only) Points (Maximum = 5)		5	
Off-Peak Hours Delivery Business Points (Maximum = 2)		2	
Most Favored Customer (Maximum = 2)		2	
Panel Average		14	

<b>Total</b>	<b>100</b>	<b>96</b>	<b>90</b>
--------------	------------	-----------	-----------

**1-E: Category 5 – Phone System Maintenance**

Two proposals meeting the stated criteria were received in response to Category 5 (Phone System Maintenance) of this RFP. They were from: Insight and Logicalis.

Standard Services Criteria (50 points maximum)

	Proposer	
	Insight	Logicalis
Panel Average	50	50

Cost (50 points maximum)

	Proposer	
	Insight	Logicalis
Actual \$ Amount per Year	\$259,314.43	\$ 384,715.40
Panel Average	50	34

Additional Points (17 points maximum)

Criteria	Proposer	
	Insight	Logicalis
Small Business or Small Business Joint Ventures Points (Maximum = 10)		
DVBE or DVBE Joint Ventures Points (Maximum = 10)		
Use of DVBE or Small Business Subcontractors Points (Maximum = 7)		
Low-Emission Vehicle Business Points (Maximum = 5)	5	
Local Business (Non-EPA Funded Projects Only) Points (Maximum = 5)	5	5
Off-Peak Hours Delivery Business Points (Maximum = 2)	2	
Most Favored Customer (Maximum = 2)	2	2
Panel Average	14	7
<b>Total</b>	<b>114</b>	<b>91</b>

**1-F: Category 6 – Wireless Connectivity**

Four proposals meeting the stated criteria were received in response to Category 6 (Wireless Connectivity) of this RFP. They were T-Mobile, Insight, AT&T and Verizon.

**Standard Services Criteria (50 points maximum)**

	Proposer			
	T-Mobile	Insight	AT&T	Verizon
Panel Average	50	32	50	50

**Cost (50 points maximum)**

	Proposer			
	T-Mobile	Insight	AT&T	Verizon
(Actual \$ Amount per Year)	\$189,861.84	\$189,861.84	\$450,252.00	\$499,215.24
Panel Average	50	50	21	19

**Additional Points (17 points maximum)**

Criteria	Proposer			
	T-Mobile	Insight	AT&T	Verizon
Small Business or Small Business Joint Ventures Points (Maximum = 10)				
DVBE or DVBE Joint Ventures Points (Maximum = 10)				
Use of DVBE or Small Business Subcontractors Points (Maximum = 7)				
Low-Emission Vehicle Business Points (Maximum = 5)		5		
Local Business (Non-EPA Funded Projects Only) Points (Maximum = 5)		5		
Off-Peak Hours Delivery Business Points (Maximum = 2)		2		
Most Favored Customer (Maximum = 2)		2		
Panel Average		14		

<b>Total</b>	<b>100</b>	<b>96</b>	<b>71</b>	<b>69</b>
--------------	------------	-----------	-----------	-----------



# South Coast Air Quality Management District

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

Item 13

## LOCAL GOVERNMENT & SMALL BUSINESS ASSISTANCE ADVISORY GROUP FRIDAY, OCTOBER 8, 2021 MEETING MINUTES

### **MEMBERS PRESENT:**

Mayor Pro Tempore Carlos Rodriguez, LGSBA Chair (Board Member)  
Supervisor Janice Rutherford (Board Member)  
Felipe Aguirre  
Paul Avila, P.B.A. & Associates  
Geoffrey Blake, Metal Finishers of Southern California  
Todd Campbell, Clean Energy  
John DeWitt, JE DeWitt, Inc.  
Bill LaMarr, California Small Business Alliance  
Rita Loof, RadTech International  
Eddie Marquez, Roofing Contractors Association  
David Rothbart, Los Angeles County Sanitation Districts

### **MEMBERS ABSENT:**

Mayor Rachelle Arizmendi, City of Sierra Madre  
LaVaughn Daniel, DancoEN

### **OTHERS PRESENT:**

Mark Abramowitz  
Harvey Eder  
Frank Forbes  
Mark Taylor, Board Member Consultant (Rutherford)

### **SOUTH COAST AQMD STAFF:**

Jill Whynot, Chief Operating Officer  
Derrick Alatorre, Deputy Executive Officer  
Jason Aspell, Deputy Executive Officer  
Sujata Jain, Chief Financial Officer  
Sarah Rees, Deputy Executive Officer  
Susan Nakamura, Assistant Deputy Executive Officer  
Lisa Tanaka O'Malley, Assistant Deputy Executive Officer  
Victor Yip, Assistant Deputy Executive Officer  
Daphne Hsu, Principal Deputy District Counsel  
Karin Manwaring, Senior Deputy District Counsel  
Mitch Haimov, Senior Air Quality Engineering Manager  
Michael Morris, Planning and Rules Manager  
Ricardo Rivera, Senior Staff Specialist  
Van Doan, Air Quality Specialist

Elaine-Joy Hills, Air Quality Specialist  
De Groeneveld, Senior Information Technology Specialist  
Anthony Tang, Information Technology Supervisor  
Paul Wright, Senior Information Technology Specialist  
Aisha Reyes, Senior Administrative Secretary



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

Chair Carlos Rodriguez called the meeting to order at 11:30 a.m.

Supervisor Janice Rutherford commented on the Governing Board (GB) Retreat and the presence of California Air Resources Board (CARB) members. Supervisor Rutherford learned that there may be a disconnect between CARB members and South Coast Air Quality Management District (South Coast AQMD) staff regarding activities and regulations; however, was pleased that CARB members were informed and involved in the challenges faced by South Coast AQMD, particularly with the AB617 communities.

Ms. Jill Whynot indicated that the retreat was not recorded due to technical challenges; however, all the handouts are available.

Mr. Todd Campbell asked if there are any reactions to CARB's Board Member Hector De La Torre's comment regarding low nitrogen oxides (NO<sub>x</sub>) trucks as South Coast AQMD needs CARB's assistance with this matter. Chair Rodriguez refrained from commenting and Supervisor Rutherford agreed that the solution would be to have low emission trucks, which would get us closer to attainment.

### **Agenda Item #2 – Approval of August 13, 2021 Meeting Minutes**

Chair Rodriguez called for approval of the August 13, 2021 meeting minutes. Ms. Rita Loof requested to amend page 4, item 5 indicating her support for Supervisor Rutherford's comments made at the Administrative Committee meeting regarding the Clean Air Program. The minutes were approved unanimously.

Mr. Harvey Eder commented on his request for records and solar renewables.

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

Mr. Derrick Alatorre reviewed the follow-up and action items from the previous meeting and indicated that Ms. Loof requested to discuss with Engineering and Permitting (E&P) regarding facility names and query for ultraviolet/electron beam (UV/EB) equipment using BCAT (basic equipment) code.

Mr. Jason Aspell stated that staff closed out a public records request on May 4 that collected all active permits for UV/EB facilities in our database and E&P permitting file. Ms. Loof clarified she had made this request in December 2020 and received information that there were 108 facilities that currently had permits for UV/EB equipment. Subsequently, she submitted another request, but was informed to make a request for each facility; however, was not provided with each facility name. Mr. Aspell stated he will discuss the clarification with the records department.

Mr. Bill LaMarr expressed his concerns regarding Ms. Loof's request and make one public records request with a list of all commercial printers providing Standard Industrial Classification (SIC) codes. Mr. LaMarr suggested information be obtained independently. Ms. Loof clarified that RadTech is a non-profit organization and membership is made up of equipment manufacturers, raw material suppliers and formulators; therefore, the data collection is not a self-serving exercise and market research. Ms. Loof provided background information from 2017 regarding provisions impacting printers. Mr. Aspell indicated the information requested by Ms. Loof has been sent. Mr. LaMarr commented that Small Business Alliance represents printing industries and indicated the suppliers, manufacturer and formulators should have information on equipment sold to businesses.

Mr. Alatorre provided the next follow-up item, which was to discuss the transfer of Home Rule Advisory Group (HRAG) with Planning, Rule Development and Area Sources (PRDAS) department. It was recommended that the two advisory groups remain separate. Per the charter, HRAG reports to the Stationary Source Committee and the members are appointed by the GB. Mr. LaMarr recommended to keep the advisory groups separate, which are distinct in mission statements and charter. Mr. LaMarr added that he hopes HRAG can resume. Mr. David Rothbart agrees the groups should remain separate and asked Mr. Alatorre if he had any feedback on when HRAG would reconvene and if any GB member would volunteer to Chair HRAG. Mr. Alatorre responded he will take the inquiry to the Chair of the GB.

***Action Item #1:** Discuss with GB Chair regarding reconvening HRAG and appointing a new HRAG Chair.*

Mr. Alatorre proceeded with the next action item, which was to consult with Mr. Wayne Nastri regarding whether trade associations could be allowed to participate on the Community Steering Committee (CSC). Mr. Alatorre read CARB's adopted blueprint which indicates that the "CSC is composed of community members who live, work, or own businesses within each community. For example, community residents, small business, facility managers/workers, school personnel." It also states that "this can include the owners of the small businesses, which are important community voices, locally-based business associations such a Chamber of Commerce. The community membership must draw from workers or managers from the facility itself to keep the focus on the community." Mr. Alatorre indicated this addresses Mr. LaMarr's question about trade associations not being able to join a CSC, but are still welcome to make public comment.

Mr. LaMarr indicated he is familiar with the blueprint; however, it does not explain why the California Council for Environmental and Economic Balance (CCEEB) has a seat on the consultation group and other CSCs, which is a large business organization. Mr. LaMarr further stated that Western States Petroleum Association (WSPA), Burlington Northern and Santa Fe (BNSF) Railway, and Union Pacific are seated on a CSC, which may not have representatives that reside in the appropriate communities. Mr. LaMarr indicated that small businesses are reluctant to identify themselves in venues that may be hostile to their presence. In addition, when meetings are held during the daytime, they are during normal business hours and evenings would be a long day for these businesses. Small Business Alliance is interested in representing these businesses and industries and points of view in these communities. These businesses are as much of a community as the residents are, hiring from these communities, pay taxes, and supply revenue to these communities. Mr. Alatorre commented that this may be a consultative group, which is not the same as a CSC. The consultative/working groups are led by CARB and not by air quality districts. Mr. Alatorre further stated that representative may actually be members who work or live in these communities.

***Follow-up Item #1:** Research representatives in CSC.*

Chair Rodriguez asked Mr. LaMarr if the intent of Small Business Alliance is to participate in AB 617 meetings. Mr. LaMarr responded he brought this up in 2018/2019 to the former Chair of the GB, and asked the same question regarding participation. Mr. LaMarr received a letter to participate; however, the invitation was rescinded by South Coast AQMD due to the location of the Small Business Alliance not being in any of the communities. Not all members are within these communities, but some of them are. Some members are reluctant because of unaccommodating members; therefore, small business representation is at a minimum. Chair Rodriguez responded that if there is an inconsistency and

requested to provide comparisons in a correspondence. Mr. Alatorre indicated that the blueprint was established and adopted by CARB and recommended questions regarding trade association representation be presented to CARB. Chair Rodriguez agreed and commented that the point of distinction is if the blueprint is being followed and there is consistency in the participants.

Ms. Loof recalled the comments Mr. LaMarr made in 2018/2019 and stated support of the concept of having a seat for business organizations. Ms. Loof has participated in the CARB meetings for Environmental Justice and indicated there are no representation for the business community at these meetings. These businesses can implement the goals and visions and can provide essential feedback. The business organizations are non-profit that are national-based and not community-based; therefore, do not fall under the definition. Ms. Loof further stated that there has been discussion about providing links within South Coast AQMD's website as resources and encourages staff to work with these business organizations to enhance the list currently on the website.

Chair Rodriguez requested staff to put on the agenda the topic of participation in CSCs and to clarify the required steps, channels, and process to reform the participation requirements.

***Action Item #2:** Put on a future agenda a discussion on participation requirements on CSCs, clarify the steps, channels, and process to reform the participation requirements, and how to seek changes from CARB.*

Mr. Alatorre asked Ms. Daphne Hsu whether a letter, with the consensus of the advisory group, would have to be submitted to the Administrative Committee, then to GB, and the GB would then take a position. Ms. Hsu indicated that LGSBA reports to the Administrative Committee, which reports to the GB. Ms. Hsu stated she would have to do research as to whether or not there are other options. Chair Rodriguez commented on his interest in LGSBA having the opportunity to make a request to CARB in making an adjustment to a policy.

Ms. Loof supported Chair Rodriguez's comment and stated she agreed with LGSBA playing a more active role. Ms. Loof provided background information regarding changes to the LGSBA charter submitting a letter as a group to the Administrative Committee.

Mr. Alatorre indicated the last action item was to distribute a letter from Mr. Nastri to Environmental Justice groups about zero-emission versus near zero-emission vehicles, which was sent to the LGSBA members on October 1, 2021.

#### **Agenda Item #4 – FY 2021-22 General Fund Budget**

Ms. Sujata Jain provided an overview of the General Fund Budget detailing staffing levels, expenditures, and revenues required to maintain current program commitments.

Mr. LaMarr inquired about renovations made on "aging infrastructure" and asked what major items fall under this category. Ms. Jain responded that there is a list of items in the budget, such as the roof and atrium, which money is set aside for maintenance. Some are deferred; however, should be budgeted.

Mr. Rothbart stated there is quite a vacancy rate and indicated that it is taking years to obtain a permit. Mr. Rothbart expressed support in getting assistance for E&P. Ms. Whynot responded that we are working hard to address permitting needs and have 12 to 13 engineers starting in a few weeks.

Mr. Eder commented about COVID-19 and solar conversion.

**Agenda Item #5 – Update on Proposed Amended Rule 219 – Equipment Not Requiring a Written Permit Pursuant to Regulation II**

Mr. Michael Morris provided an overview of Proposed Amended Rule 219 to address mobile fueling operations and a request for amendments for UV/EB.

Ms. Loof shared her involvement with the 1998 amendments to Rule 219 and commented that technology changes quickly; however, South Coast AQMD rules do not move fast enough to accommodate new innovations. Ms. Loof mentioned that, in the past, South Coast AQMD recognized UV/EB and light-emitting diodes (LED) processes as pollution prevention. Ms. Loof stated that some policies need to be looked at the bigger picture of cleaning the air while keeping businesses in Southern California. Ms. Loof referenced a slide regarding newly configured system not qualifying for exemption under Rule 219. Ms. Loof indicated there are some systems that are now hybrid and there is an equipment being charged for the addition of UV material with no emissions when the facility was already charged for their solvent system. She supports putting limits on Rule 219 to eliminate toxic materials. Ms. Loof asked that when a facility brings in a new innovative hybrid system, not exclusively UV and EB, with a solvent component, if the UV/EB can be assessed separately from the solvent system so as not be double charged.

Ms. Susan Nakamura informed LGSBA that the working group meeting for Rule 461 and 461.1 was cancelled.

Mr. Mitch Haimov indicated that the change in emissions associated with adding UV curing component to the existing operation at Fender Guitar was zero and not the total emissions. The coating being used is non-compliant coating, which is the reason it is sent to an afterburner for control in order to comply with Rule 1136. There is no emission benefit or detriment and was an emission neutral project. Ms. Loof agreed the emissions were neutral and the difference in emission from the UV process was zero. The non-compliant material was the solvent portion vented into an afterburner to control emissions, which already has a permit.

Mr. Campbell asked if South Coast AQMD will target mobile fueling businesses. Ms. Nakamura responded that the proposed rule would apply to retail and non-retail. Staff is essentially trying to keep the non-retail very similar to the current provisions and will be further discussed. The retail portion has been the focal point and trying to address all aspects of retail. Ms. Nakamura indicated it is just for gasoline dispensing.

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

No comments.

**Agenda Item #7 – Other Business**

Mr. Rothbart requested for a presentation on the summary of the status of Rule 317 Fee Equivalency Account Reconciliation Report and review the annual report provided by the Executive Office on where we are in compliance with the rule. As we move forward, the additional credits that have not been entered in the State Implementation Plan (SIP) have been used to come in compliance for Section 185 penalties. Mr. Rothbart asked if these items are going into the SIP, what will be remaining and will Rule 317 be functional.

***Action Item #3:** Put on a future agenda a presentation on an overview of Rule 317 Fee Equivalency Account Reconciliation Report.*

Chair Rodriguez requested, as an on-going update, to be briefed on the outreach efforts pertaining to Warehouse Indirect Source Rule (ISR). Chair Rodriguez also requested for ongoing updates on current discussion with Ports of Los Angeles and Long Beach, and the matter of the Memorandum of Understanding (MOU) under discussion.

Mr. Alatorre provided the Warehouse Actions and Investments to Reduce Emissions (WAIRE) hotline number (909-396-3140) and email address ([waire-program@aqmd.gov](mailto:waire-program@aqmd.gov)).

**Agenda Item #8 – Public Comment**

Mr. Eder commented on local governments, Clean Power Alliance, climate change and solar energy.

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

The next regular LGSBA Advisory Group meeting is scheduled for Friday, November 12, 2021 at 11:30 a.m.

**Adjournment**

The meeting adjourned at 1:19 p.m.