



South Coast
AQMD

South Coast Air Quality Management District

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

ADMINISTRATIVE COMMITTEE MEETING

Committee Members

Dr. William A. Burke, Chair
Mayor Ben Benoit, Vice Chair
Mayor Pro Tem Judith Mitchell
Dr. Clark E. Parker, Sr.

April 13, 2018 ♦ 10:00 a.m. ♦ Conference Room CC-8
21865 Copley Drive, Diamond Bar, CA 91765

Teleconference Location

11461 West Sunset Boulevard
Brentwood Room 1
Los Angeles, CA 90049

(The public may attend at any location listed above.)

Call-in for listening purposes only is available by dialing:

Toll Free: 866-244-8528

Listen Only Passcode: 5821432

In addition, a webcast is available for viewing and listening at:

<http://www.aqmd.gov/home/library/webcasts>

AGENDA

CALL TO ORDER

DISCUSSION ITEMS – Items 1 through 7:

- | | | |
|----|--|---|
| 1. | Board Members' Concerns (<i>No Motion Required</i>)
<i>Any member of the Governing Board, on his or her own initiative may raise a concern to the Administrative Committee regarding any SCAQMD items or activities.</i> | Dr. William A. Burke
Committee Chair |
| 2. | Chairman's Report of Approved Travel (<i>No Motion Required</i>) | Dr. Burke |
| 3. | Report of Approved Out-of-Country Travel (<i>No Motion Required</i>) | Wayne Nastri
Executive Officer |

- | | | | |
|----|---|---|------------|
| 4. | Review May 4, 2018 Governing Board Agenda | Wayne Nastri | pgs. 2-12 |
| 5. | Approval of Compensation for Board Member Assistant(s)/ Consultant(s) (Any material, if submitted, will be distributed at the meeting.) (Motion Requested if Motion Made) | Dr. Burke | |
| 6. | Status Report on Major Ongoing and Upcoming Projects for Information Management (No Motion Required)
<i>Information Management is responsible for data systems management services in support of all SCAQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects.</i> | Ron Moskowitz
ADEO, Information Management | pgs. 13-17 |
| 7. | Report of RFPs/RFQs Scheduled for Release in May (No Motion Required)
<i>This report summarizes the RFPs/RFQs for budgeted services over \$75,000 scheduled to be released for advertisement for the month of May.</i> | Sujata Jain
ADEO, Finance | pgs. 18-20 |

ACTION ITEMS - Items 8 through 17:

MAY AGENDA ITEMS

- | | | | |
|-----|---|---|------------|
| 8. | Approve Compensation Adjustments for Board Member Assistants and Board Member Consultants for FY 2018-19 (Motion Requested)
<i>The Board Member Assistant and Board Member Consultant compensation is proposed to be amended to adjust the compensation level the SCAQMD may make per Board Member, per fiscal year, based on the Board-approved assignment-of-points methodology. The points are calculated based on criteria such as the level of complexity, number of meetings, and role (Chair/Vice-Chair).</i> | Sujata Jain | pgs. 21-23 |
| 9. | Execute and Amend Contracts to Provide Short- and Long-term Systems Development, Maintenance and Support Services (Motion Requested)
<i>SCAQMD currently has contracts with several companies for short- and long-term systems development, maintenance and support services. These contracts are periodically amended as additional needs are defined. This action is to execute one contract and amend two contracts previously approved by the Board to add funding for needed development and maintenance work.</i> | Ron Moskowitz | pgs. 24-26 |
| 10. | Issue Purchase Order for New Carpet (Motion Requested)
<i>Carpeting on the third and fourth floors of SCAQMD Diamond Bar Headquarters is the original carpet installed in 1991. The carpet on these floors is extremely worn, and is due for replacement. This action is to authorize the Executive Officer to issue a purchase order with Mohawk Group, in an amount not to exceed \$180,000, for the purchase of carpet tiles. Funding for this replacement project is available in General Fund FY 2017-18 Budget.</i> | John Olvera
ADEO, Administrative & Human Resources | pgs. 27-28 |

11. Issue Purchase Order for High Efficiency HVAC Valves (***Motion Requested***)
SCAQMD Air Handlers 1, 2, 10 and 14 were retrofitted with energy efficient fan wall technology in FY 2016-17. The existing temperature control valves do not operate with sufficient precision to minimize temperature fluctuations. The upgrade to Belimo ePIV valves will provide significant energy savings through optimized temperature controls. This action is to authorize the Executive Officer to issue a purchase order for HVAC valves with Emcor Services for an amount not to exceed amount \$32,000 from the Infrastructure Improvement Fund (02).
John Olvera pgs. 29-30
12. Recognize Revenue, Appropriate and Transfer Funds and Issue Purchase Orders for Air Monitoring Programs and Equipment (***Motion Requested***)
SCAQMD anticipates receiving up to \$686,579 from the U.S. EPA and the California Air Pollution Control Officers Association for the PM2.5 Program. These actions are to recognize this revenue and appropriate funds for the PM2.5 Program into Science & Technology Advancement's (STA's) FY 2017-18 Budget and carry over any unexpended funds into STA's FY 2018-19 Budget. These actions are to also appropriate up to \$178,484 for the remaining prior year's PAMS funding into STA's FY 2017-18 Budget and carry over any unexpended funds into STA's FY 2018-19 Budget; appropriate up to \$37,705 for FY 2017-18 Supplemental CARB Subvention funds into STA's FY 2017-18 Budget; reallocate \$30,000 from MATES V capital outlay savings within STA's FY 2017-18 Budget to purchase equipment; and transfer \$60,000 between Major Objects in STA's FY 2017-18 Budget to purchase a yearly subscription to a monitoring network data software system. Finally, these actions are to issue purchase orders for air monitoring equipment.
Jason Low pgs. 31-38
ADEO, Science and
Technology
Advancement
13. Modify Contract and Purchase Order for Media, Advertising and Public Outreach and Google AdWords Campaign for 2018-19 Check Before You Burn Program (***Motion Requested***)
On May 5, 2017, the Board awarded a contract to Westbound Communications for \$246,000 to plan and execute a comprehensive media, advertising and public outreach campaign for the 2017-18 Check Before You Burn program. The existing contract with the firm will expire on June 30, 2018. This action is to authorize the Executive Officer to modify the contract for media, advertising and public outreach for the 2018-19 Check Before You Burn program with Westbound Communications in an amount not to exceed \$246,000 for one year from the Rule 1309.1 Priority Reserve Fund (36). This action is also to authorize the Executive Officer to modify a purchase order with Google in an amount not to exceed \$250,000 from the Rule 1309.1 Priority Reserve Fund (36) for a coinciding YouTube/AdWords campaign to promote the Check Before You Burn program.
Sam Atwood pgs. 39-41
Media Manager
14. Appropriate Funds and Amend or Execute Contracts with Outside Counsel and Specialized Legal Counsel and Services (***Motion Requested***)
This action is to appropriate \$450,000 from Undesignated (Unassigned)
Bayron Gilchrist pgs. 42-43
General Counsel

Fund Balance to Legal's FY 2017-18 Budget and amend or execute contracts for prequalified counsel approved by the Board and for specialized legal counsel and services for environmental litigation.

15. Execute Contract for Three-Year Service Agreement for SCAQMD Access to On-line Legal Research Libraries (**Motion Requested**)
The current service agreement with Thomson Reuters-West to provide SCAQMD with on-line legal research and print libraries will expire on June 30, 2018. This action is to execute a sole source contract for a new three-year agreement with Thomson Reuters-West in an amount not to exceed \$92,350 in FY 2018-19; \$95,150 in FY 2019-20; and, \$98,100 in FY 2020-21 for a total amount of \$285,600 for a three-year period.
16. Appoint Members to SCAQMD Hearing Board (**Motion Requested**)
The terms of office for the Hearing Board Attorney Member and Engineer Member, and their Alternates, expire June 30, 2018. An Advisory Committee was appointed as required by law. The Advisory Committee interviewed attorney member and engineer member candidates at its meeting on April 5, 2018, and made its recommendations to the Administrative Committee. The Administrative Committee interviewed candidates at its meeting on April 13, 2018, and made a final recommendation. This action is to appoint members to fill the new terms.
17. Approve Charter for Young Leaders Advisory Council (**Motion Requested**)
This action is to approve the SCAQMD Young Leaders Advisory Council Charter.
- Bayron Gilchrist pgs. 44-45
- Denise Garzaro pgs. 46-48
Clerk of the Boards
- Derrick J. Alatorre pgs. 49-52
DEO, Legislative,
Public Affairs &
Media

WRITTEN REPORTS:

18. Local Government & Small Business Assistance Advisory Group Minutes for the February 9, 2018 Meeting (**No Motion Required**)
Attached for information only are the Local Government & Small Business Assistance Advisory Group minutes for the February 9, 2018 meeting.
19. Environmental Justice Advisory Group Draft Minutes for the January 26, 2018 Meeting (**No Motion Required**)
Attached for information only are the Draft Environmental Justice Advisory Group minutes for the January 26, 2018 meeting.
- Derrick J. Alatorre pgs. 53-57
- Derrick J. Alatorre pgs. 58-63

OTHER MATTERS:

20. 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
- Dr. Burke

staff to place a matter of business on a future agenda. (Govt Code Section 54954.2)

21. **Public Comment**

Members of the public may address the Committee concerning any agenda item before or during consideration of that item (Govt. Code Section 54954.3). All agendas for regular meetings are posted at District Headquarters, 21865 Copley Drive, Diamond Bar, California, at least 72 hours in advance of a regular meeting. At the end of the regular meeting agenda, an opportunity is also provided for the public to speak on any subject within the Committee's authority. Speakers may be limited to three (3) minutes each.

22. **Next Meeting Date:** May 11, 2018 at 10:00 a.m.

ADJOURNMENT

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 prior to the meeting for public review at the South Coast Air Quality Management District, Public Information Center, 21865 Copley Drive, Diamond Bar, CA 91765.

Americans with Disabilities Act

The agenda and documents in the agenda packet will be made available, upon request, in appropriate alternative formats to assist persons with a disability (Govt. Code Section 54954.2(a)). Disability-related accommodations will also be made available to allow participation in the Administrative Committee meeting. Any accommodations must be requested as soon as practicable. Requests will be accommodated to the extent feasible. Please contact Nancy Velasquez at 909-396-2557 from 7 a.m. to 5:30 p.m. Tuesday through Friday, or send the request to nvelasquez@aqmd.gov.



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Item 2

BOARD MEETING DATE: May 4, 2018

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee met April 13, 2018 and reviewed the proposed agenda for the May 4, 2018 Board meeting. The Committee also discussed various issues detailed in the Committee report. The next Administrative Committee meeting is May 11, 2018, at 10:00 a.m., in CC-8.

RECOMMENDED ACTION:

Approve this report.

Dr. William A. Burke, Chair
Administrative Committee

NV

Attendance:

[Will be inserted subsequent to the April 13, 2018 Administrative Committee meeting.]

Administrative Committee Discussion Items:

[Will be inserted subsequent to the April 13, 2018 Administrative Committee meeting.]

**Report on Board Member Travel Authorized by the Chairman at the April 13, 2018
Administrative Committee meeting:**

DATE	TRAVELER	DESTINATION	PURPOSE
April 25, 2018	Mayor Pro Tem Judith Mitchell	Sacramento, CA	Mayor Pro Tem Mitchell will present at the SCAQMD Day in Sacramento event, as well as attend meetings with legislators on behalf of SCAQMD.
April 26-27, 2018	Mayor Pro Tem Judith Mitchell	Sacramento, CA	Mayor Pro Tem Mitchell will attend the monthly CARB Board Meeting as the SCAQMD Board Representative.

4/6/2018 3:25 PM

Item 4

DRAFT

MEETING, MAY 4, 2018

A meeting of the South Coast Air Quality Management District Board will be held at 9:00 a.m., in the Auditorium at SCAQMD Headquarters, 21865 Copley Drive, Diamond Bar, California.

The agenda and documents in the agenda packet will be made available upon request in appropriate alternative formats to assist persons with a disability. Disability-related accommodations will also be made available to allow participation in the Board meeting. Any accommodations must be requested as soon as practicable. Requests will be accommodated to the extent feasible. Please telephone the Clerk of the Boards Office at (909) 396-2500 from 7:00 a.m. to 5:30 p.m. Tuesday through Friday.

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 the South Coast Air Quality Management District Clerk of the Boards Office, 21865 Copley Drive, Diamond Bar, CA 91765.

Please note: This is a draft agenda and is subject to change.

CALL TO ORDER

- Pledge of Allegiance
- Opening Comments: William A. Burke, Ed.D., Chair
Other Board Members
Wayne Nastri, Executive Officer
- Presentation to Outgoing Hearing Board Alternate Member Thomas J. McCabe, Jr. **Burke**

Staff/Phone (909) 396-

CONSENT CALENDAR (Items 1 through XX)

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

- | | | |
|--------|--|----------------------|
| 10150. | Approve Minutes of April 6, 2018 Board Meeting | Garzaro/2500 |
| 10152. | Set Public Hearings June 1, 2018 to Consider Adoption of and/or Amendments to SCAQMD Rules and Regulations: | Nastri/3131 |
| 10140. | Set Public Hearing June 1, 2018 to Determine that Proposed Amendments to Rule 1111 – Reduction of NOx Emissions from Natural-Gas-Fired, Fan-Type Central Furnaces are Exempt from CEQA and Amend Rule 1111 | Nakamura/3105 |
- At the Public Hearing to adopt amendments to Rule 1111 on March 2, 2018, the Board directed staff to return with additional labeling requirements for units that are subject to a mitigation fee. PAR 1111 will add labeling requirements for any furnace that is utilizing the mitigation fee alternate compliance option. This action is to adopt the Resolution: 1) Determining that the proposed amendments to Rule 1111 – Reduction of NOx Emissions from Natural-Gas-Fired, Fan-Type Central Furnaces, are exempt from the requirements of the California Environmental Quality Act; and 2) Amending Rule 1111 – Reduction of NOx Emissions from Natural-Gas-Fired, Fan-Type Central Furnaces. (Reviewed: Stationary Source Committee, April 20, 2018)

9976. **Set Public Hearing June 1, 2018 to Certify Final Environmental Assessment and Amend Rule 1469 – Hexavalent Chromium Emissions from Chromium Electroplating and Chromic Acid Anodizing Operations** **Nakamura/3105**

Rule 1469 currently establishes requirements to control hexavalent chromium from electroplating and chromic acid anodizing operations. PAR 1469 proposes new requirements for hexavalent chromium-containing tanks that are currently not regulated, building enclosures, housekeeping and best management practices, periodic source testing, and parameter monitoring of pollution control equipment. PAR 1469 includes provisions for a revised chemical fume suppressant certification process that further considers toxicity and exposure, and provisions to encourage the elimination of hexavalent chromium in Rule 1469 processes. Additional proposed amendments are incorporated to align Rule 1469 with the U.S. EPA National Emission Standards for Hazardous Air Pollutants for Chromium Electroplating. This action is to adopt the Resolution: 1) Certifying the Final Environmental Assessment for Proposed Amended Rule 1469 – Hexavalent Chromium Emissions from Chromium Electroplating and Chromic Acid Anodizing Operations; and 2) Amending Rule 1469 – Hexavalent Chromium Emissions from Chromium Electroplating and Chromic Acid Anodizing Operations. (Reviewed: Stationary Source Committee, November 17, 2017, February 16, March 16 and April 20, 2018)

10099. **Set Public Hearing June 1, 2018 to Certify Final Environmental Assessment and Amend Rules 1146, 1146.1, 1146.2 and Adopt Rule 1100** **Fine/2239**

The adoption Resolution of the Final 2016 AQMP directed staff to achieve additional NO_x emission reductions and to transition the RECLAIM program to a command-and-control regulatory structure as soon as practicable. PARs 1146, 1146.1 and 1146.2 represent the first set of landing rules that establish Best Available Retrofit Control Technology requirements that RECLAIM facilities with equipment applicable to these rules will be required to meet. The proposed amendments will facilitate the transition of the NO_x RECLAIM program to a command-and-control regulatory structure. Proposed Rule 1100 - Implementation Schedule for NO_x Facilities establishes the compliance schedule for facilities exiting the RECLAIM program. This action is to adopt the Resolution: 1) Certifying the Final Environmental Assessment for Proposed Amended Rules 1146 - Emissions of Oxides of Nitrogen from Industrial, Institutional and Commercial Boilers, Steam Generators, and Process Heaters; 1146.1 - Emissions of Oxides of Nitrogen from Small Industrial, Institutional, and Commercial Boilers, Steam Generators, and Process Heaters; 1146.2 - Emissions of Oxides of Nitrogen from Large Water Heaters and Small Boilers and Process Heaters; and Proposed Rule 1100 - Implementation Schedule for NO_x Facilities; 2) Amending Rules 1146, 1146.1, 1146.2; and 3) Adopting Rule 1100. (Reviewed: Stationary Source Committee, April 20, 2018)

Budget/Fiscal Impact

10142. **Execute Contract to Develop, and Certify Near-Zero Emission Propane Engine for On-Road Medium-Duty Vehicles** **Miyasato/3249**

The SCAQMD helped to develop near-zero emission CNG engines that are 90% cleaner than the current heavy-duty engine standard, and those engines are now available in the market. There is a need, however, to develop and certify near-zero engines for medium-duty vehicles. Roush CleanTech proposes to modify an existing Ford 6.8-liter propane engine to achieve certification at near-zero NOx for use in Type C school buses and cutaway trucks and vans. This action is to execute a contract with Roush CleanTech to develop, demonstrate and certify a 6.8-liter near-zero emission propane engine in an amount not to exceed \$488,750 from the Clean Fuels Program Fund (31). (Reviewed: Technology Committee, April 20, 2018; Recommended for Approval)

- 1013 **Recognize Revenue, Appropriate and Transfer Funds and Issue** **Low/2269**
5. **Purchase Orders for Air Monitoring Programs and Equipment**

SCAQMD anticipates receiving up to \$686,579 from the U.S. EPA and the California Air Pollution Control Officers Association for the PM2.5 Program. These actions are to recognize this revenue and appropriate funds for the PM2.5 Program into Science & Technology Advancement's (STA's) FY 2017-18 Budget and carry over any unexpended funds into STA's FY 2018-19 Budget. These actions are to also appropriate up to \$178,484 for the remaining prior year's PAMS funding into STA's FY 2017-18 Budget and carry over any unexpended funds into STA's FY 2018-19 Budget; appropriate up to \$37,705 for FY 2017-18 Supplemental CARB Subvention funds into STA's FY 2017-18 Budget; reallocate \$30,000 from MATES V capital outlay savings within STA's FY 2017-18 Budget to purchase equipment; and transfer \$60,000 between Major Objects in STA's FY 2017-18 Budget to purchase a yearly subscription to a monitoring network data software system. Finally, these actions are to issue purchase orders for air monitoring equipment. (Reviewed: Administrative Committee, April 13, 2018; Recommended for Approval)

10144. **Approve Awards for Alternative Fuel School Bus Replacement Program** **Minassian/2641**

On October 6, 2017, the Board issued a Program Announcement to solicit applications for replacement of pre-1994 diesel school buses with alternative fuel school buses. Subsequently, on April 6, 2018, the Board recognized \$3,184,875 from U.S. EPA's 2017 Targeted Air Shed Grant Program to replace diesel school buses with near-zero emission CNG buses. This action is to approve awards to replace pre-1994 diesel school buses with new, near-zero or optional low NOx alternative fuel buses in an amount not to exceed \$35,638,000, comprised of \$32,533,300 from the Carl Moyer Program AB 923 Special Revenue Fund (80) and \$3,104,700 from U.S. EPA's 2017 Targeted Air Shed Grant in the Advanced Technology, Outreach and Education Fund (17). This action is to also reimburse the General Fund for administrative costs up to \$80,000 for implementation of these school bus replacements. (Reviewed: Technology Committee, April 20, 2018; Recommended for Approval)

10145. **Extend Contract for Media, Advertising and Public Outreach for 2018-19 Check Before You Burn Program and Issue Purchase Order for Coinciding Google AdWords Campaign** **Atwood/3687**

On May 5, 2017, the Board awarded a contract to Westbound Communications for \$246,000 to plan and execute a comprehensive media, advertising and public outreach campaign for the 2017-18 Check Before You Burn program. The existing contract with the firm will expire on June 30, 2018. This action is to authorize the Executive Officer to extend the contract for Media, Advertising and Public Outreach for the Check Before You Burn program with Westbound Communications for one year and add an amount not to exceed \$246,000 from the Rule 1309.1 Priority Reserve Fund (36) to plan and implement the 2018-19 Check Before You Burn outreach campaign. This action is also to appropriate \$250,000 from Fund 36 and authorize the Executive Officer to execute a purchase order with Google for a coinciding YouTube/AdWords campaign to promote the program. (Reviewed: Administrative Committee, April 13, 2018; Recommended for Approval)

10154. **Appoint Members to SCAQMD Hearing Board** **Garzaro/2827**

The terms of office for the Hearing Board Attorney Member and Engineer Member, and their Alternates, expire June 30, 2018. An Advisory Committee was appointed as required by law. The Advisory Committee interviewed attorney member and engineer member candidates at its meeting on April 5, 2018, and made its recommendations to the Administrative Committee. The Administrative Committee interviewed candidates at its meeting on April 13, 2018, and made a final recommendation. This action is to appoint members to fill the new terms. (Reviewed: Administrative Committee, April 13, 2018; Recommended for Approval)

10184. **Execute Contract for Three-Year Service Agreement for Access to On-line Legal Research Libraries** **Gilchrist/3459**

The current service agreement with Thomson Reuters-West to provide SCAQMD with on-line legal research and print libraries will expire on June 30, 2018. This action is to execute a sole source contract for a new three-year agreement with Thomson Reuters-West in an amount not to exceed \$92,350 in FY 2018-19; \$95,150 in FY 2019-20; and \$98,100 in FY 2020-21 for a total amount of \$285,600 for a three-year period. (Reviewed: Administrative Committee, April 13, 2018; Recommended for Approval)

10183. **Appropriate Funds and Amend or Execute Contracts with Outside Counsel and Specialized Legal Counsel and Services** **Gilchrist/3459**

This action is to appropriate \$450,000 from the Undesignated (Unassigned) Fund Balance to Legal's FY 2017-18 Budget and amend or execute contracts for prequalified counsel approved by the Board and for specialized legal counsel and services for environmental litigation. (Reviewed: Administrative Committee, April 13, 2018; Recommended for Approval)

10186. **Establish Special Revenue Fund and Recognize AB 134 Grant Revenue** **Jain/2804**

In November 2017, the Board approved "Year 19" Carl Moyer Program awards including awards using AB 134 revenues. In December 2017, the Board recognized AB 134 revenue up to \$107.5 million from CARB. In January 2018, the Board approved the transfer of funds to implement AB 134. These actions are to establish the Community Air Protection AB 134 Fund (77) to receive the AB 134 grant funds and recognize revenue up to \$107.5 million from CARB into the Community Air Protection AB 134 Fund (77), instead of the Carl Moyer Program Fund (32). (Reviewed: Technology Committee, April 20, 2018; Recommended for Approval)

10169. **Approve Compensation Adjustments for Board Member Assistants and Board Member Consultants for FY 2018-19** **Jain/2804**

The Board Member Assistant and Board Member Consultant compensation is proposed to be amended to adjust the compensation level the SCAQMD may make per Board Member, per fiscal year, based on the Board-approved assignment-of-points methodology. The points are calculated based on the level of complexity, number of meetings and role (Chair/Vice-Chair). (Reviewed: Administrative Committee, April 13, 2018; Recommended for Approval)

10137. **Execute and Amend Contracts to Provide Short- and Long-Term Systems Development, Maintenance and Support Services** **Moskowitz/3329**

SCAQMD currently has contracts with several companies for short- and long-term systems development, maintenance and support services. These contracts are periodically amended as additional needs are defined. This action is to execute one contract and amend two contracts previously approved by the Board to add funding for needed development and maintenance work. (Reviewed: Administrative Committee, April 13, 2018; Recommended for Approval)

10155. **Issue Purchase Order for New Carpet** **Olvera/2309**

Carpeting on the third and fourth floors of SCAQMD Diamond Bar Headquarters is the original carpet installed in 1991. The carpet on these floors is extremely worn, and is due for replacement. This action is to authorize the Executive Officer to issue a purchase order with Mohawk Group, in an amount not to exceed \$180,000, for the purchase of carpet tiles. Funding for this replacement project is available in the General Fund FY 2017-18 Budget. (Reviewed: Administrative Committee, April 13, 2018; Recommended for Approval)

10156. Issue Purchase Order for Higher Efficiency HVAC Valves **Olvera/2309**

SCAQMD Air Handlers 1, 2, 10, and 14 were retrofitted with energy efficient fan wall technology in FY 2016-17. The existing temperature control valves do not operate with sufficient precision to minimize temperature fluctuations. The upgrade to Belimo ePIV valves will provide significant energy savings through optimized temperature controls. This action is to authorize the Executive Officer to issue a purchase order for HVAC valves with Emcor Services for an amount not to exceed \$32,000 from the Infrastructure Improvement Fund (02). (Reviewed: Administrative Committee, April 13, 2018; Recommended for Approval)

10036. Approve Contract Awards and Modification as Approved by MSRC **Pettis**

Action Item/No Fiscal Impact

10174. Approve Charter for Young Leaders Advisory Council **Alatorre/3122**

This action is to approve the SCAQMD Young Leaders Advisory Council Charter. (Reviewed: Administrative Committee, April 13, 2018; Recommended for Approval)

Items XX through XX - Information Only/Receive and File

10090. Legislative, Public Affairs, and Media Report **Alatorre/3122**

This report highlights the March 2018 outreach activities of the Legislative, Public Affairs and Media Office, which include: Environmental Justice Update, Community Events/Public Meeting, Business Assistance, Media Relations, and Outreach to Business, Federal, State and Local Government. (No Committee Review)

10153. Hearing Board Report **Prussack/2500**

This reports the actions taken by the Hearing Board during the period of March 1 through March 31, 2018. (No Committee Review)

10116. **Lead Agency Projects and Environmental Documents Received by SCAQMD** **Nakamura/3105**

This report provides, for the Board's consideration, a listing of CEQA documents received by the SCAQMD between March 1, 2018 and March 30, 2018, and those projects for which the SCAQMD is acting as lead agency pursuant to CEQA. (Reviewed: Mobile Source Committee, April 20, 2018)

10130. **Civil Filings and Civil Penalties Report** **Gilchrist/3459**

This reports the monthly penalties from March 1, 2018 through March 31, 2018, and legal actions filed by the General Counsel's Office from March 1, 2018 through March 31, 2018. An Index of District Rules is attached with the penalties report. (Reviewed: Stationary Source Committee, April 20, 2018)

10020. **Rule and Control Measure Forecast** **Fine/2239**

This report highlights SCAQMD rulemaking activities and public workshops potentially scheduled for 2018. (No Committee Review)

10149. **Report of RFPs/RFQs Scheduled for Release in May** **Jain/2804**

This report summarizes the RFPs/RFQs for budgeted services over \$75,000 scheduled to be released for advertisement for the month of May. (Reviewed: Administrative Committee, April 13, 2018; Recommended for Approval)

10138. **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 SCAQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects. (Reviewed: Administrative Committee, April 13, 2018)

XX. **Items Deferred from Consent Calendar**

BOARD CALENDAR

- | | | |
|---|------------------------|-----------------------|
| 10054. Administrative Committee (Receive & File) | Chair: Burke | Nastri/3131 |
| 10088. Legislative Committee | Chair: Mitchell | Alatorre/3122 |
| 10070. Mobile Source Committee (Receive & File) | Chair: Parker | Fine/2239 |
| 10175. Stationary Source Committee (Receive & File) | Chair: Benoit | Tisopulos/3123 |

- | | | | |
|--------|---|-----------------------|----------------|
| 9986. | Technology Committee (Receive & File) | Chair: Buscaino | Miyasato/3249 |
| 10045. | Mobile Source Air Pollution Reduction Review Committee (Receive & File) | Board Liaison: Benoit | Minassian/2641 |
| 10151. | California Air Resources Board Monthly Report (Receive & File) | Board Rep: Mitchell | Garzaro/2500 |

Staff Presentation/Board Discussion

- | | | |
|--------|---|-----------|
| 10095. | Potential Strategies for Facility-Based Mobile Source Measures Adopted in Final 2016 AQMP (<i>Continued from April 6, 2018 Board Meeting for Board Deliberation and Action Only</i>) | Rees/2856 |
|--------|---|-----------|

Following the commitment made in the 2016 AQMP, staff has conducted significant public outreach over the past year to identify potential voluntary and, if needed, regulatory emission reduction strategies for sources covered by Facility-Based Mobile Source Measures. After reviewing the feedback received during this process, staff has developed a recommended approach tailored to each of the five facility sectors including airports, marine ports, new and redevelopment projects, rail yards, and warehouses. This recommendation includes a spectrum of potential voluntary and regulatory approaches that show the most promise for achieving emission reductions. Any potential rule or agreements included in this approach would be subject to a full public process, including further public outreach, environmental and economic analysis, and subsequent Board consideration. This action is to seek Board direction for next steps in the development of Facility-Based Mobile Source Measures. (Reviewed: Mobile Source Committee, February 16, 2018)

PUBLIC HEARINGS

10160. Adopt Executive Officer's FY 2018-19 Proposed Goals and Priority Objectives, and Draft Budget; and Determine that Proposed Amendments to Regulation III – Fees Are Exempt from CEQA and Amend Regulation III

Jain/2804

The Executive Officer's Proposed Goals and Priority Objectives, and Draft Budget for FY 2018-19 have been developed and are recommended for adoption. The Draft Budget includes implementation of the phased fee increase adopted by the Board on June 2, 2017 to continue cost recovery efforts. In addition, staff is proposing amendments to Regulation III – Fees. The amendments include: 1) Pursuant to Rule 320, an increase of most fees by 3.4% consistent with the Consumer Price Index; 2) new fees which are necessary to meet the requirements of recently adopted rules and state mandates; and 3) new or increased fees which are necessary to provide more specific cost recovery for other regulatory actions taken by the agency. Staff also recommends other proposed changes to Regulation III, which have no fee impact, but include clarifications, deletions, or corrections to existing rule language. The fee increases have been presented at a Budget Study Session, a Budget Advisory Committee meeting and at two public consultation meetings in March and April with recommendations and comments provided to the Board. This action is to: 1) Adopt the Executive Officer's Proposed Goals and Priority Objectives, and Draft Budget for FY 2018-19; 2) Determine that the proposed amendments to Regulation III - Fees are exempt from the California Environmental Quality Act; and 3) Amend Regulation III. (Reviewed: Special Governing Board Meeting/Budget Study Session, April 13, 2018)

10076. Determine that Proposed Amendments to Rule 408 - Circumvention Are Exempt from CEQA and Amend Rule 408

Fine/2239

Proposed Amended Rule 408 would limit the existing exemption for cases in which the only violation is an odor nuisance. The proposed amendment would also prohibit temporary alterations to normal business operations or equipment to suppress emissions for the purpose of evading detection or concealing emissions during monitoring or testing. This action is to adopt the Resolution: 1) Determining that the proposed amendments to Rule 408 – Circumvention are exempt from the requirements of the California Environmental Quality Act; and 2) Amending Rule 408 – Circumvention (Reviewed: Stationary Source Committee, March 16, 2018)

PUBLIC COMMENT PERIOD – (Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3)

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/3460

ADJOURNMENT

*****PUBLIC COMMENTS*****

Members of the public are afforded an opportunity to speak on any agenda item before consideration of that item. Please notify the Clerk of the Board, (909) 396-2500, if you wish to do so. All agendas are posted at SCAQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, at least 72 hours in advance of the meeting. At the end of the agenda, an opportunity is also provided for the public to speak on any subject within the SCAQMD's authority. 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.

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, provided 25 copies are presented to the Clerk of the Board. Electronic submittals to cob@aqmd.gov of 10 pages or less including attachment, in MS WORD, PDF, plain or HTML format will also be accepted by the Board and made part of the record if received no later than 5:00 p.m., on the Tuesday prior to the Board meeting.

ACRONYMS

AQ-SPEC = Air Quality Sensor Performance
Evaluation Center

AQIP = Air Quality Investment Program

AQMP = Air Quality Management Plan

AVR = Average Vehicle Ridership

BACT = Best Available Control Technology

Cal/EPA = California Environmental Protection Agency

CARB = California Air Resources Board

CEMS = Continuous Emissions Monitoring Systems

CEC = California Energy Commission

CEQA = California Environmental Quality Act

CE-CERT = College of Engineering-Center for Environmental
Research and Technology

CNG = Compressed Natural Gas

CO = Carbon Monoxide

CTG = Control Techniques Guideline

DOE = Department of Energy

EV = Electric Vehicle

FY = Fiscal Year

GHG = Greenhouse Gas

HRA = Health Risk Assessment

LEV = Low Emission Vehicle

LNG = Liquefied Natural Gas

MATES = Multiple Air Toxics Exposure Study

MOU = Memorandum of Understanding

MSERCs = Mobile Source Emission Reduction Credits

MSRC = Mobile Source (Air Pollution Reduction) Review
Committee

NATTS = National Air Toxics Trends Station

NESHAPS = National Emission Standards for
Hazardous Air Pollutants

NGV = Natural Gas Vehicle

NOx = Oxides of Nitrogen

NSPS = New Source Performance Standards

NSR = New Source Review

OEHHA = Office of Environmental Health Hazard
Assessment

PAMS = Photochemical Assessment Monitoring
Stations

PAR = Proposed Amended Rule

PEV = Plug-In Electric Vehicle

PHEV = Plug-In Hybrid Electric Vehicle

PM10 = Particulate Matter \leq 10 microns

PM2.5 = Particulate Matter \leq 2.5 microns

PR = Proposed Rule

RECLAIM = Regional Clean Air Incentives Market

RFP = Request for Proposals

RFQ = Request for Quotations

SCAG = Southern California Association of Governments

SIP = State Implementation Plan

SOx = Oxides of Sulfur

SOON = Surplus Off-Road Opt-In for NOx

SULEV = Super Ultra Low Emission Vehicle

TCM = Transportation Control Measure

ULEV = Ultra Low Emission Vehicle

U.S. EPA = United States Environmental Protection
Agency

VOC = Volatile Organic Compound

ZEV = Zero Emission Vehicle

DRAFT

Item 6

BOARD MEETING DATE: May 4, 2018

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 SCAQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects.

COMMITTEE: Administrative, April 13, 2018; Reviewed

RECOMMENDED ACTION:
Receive and file.

Wayne Nastri
Executive Officer

RMM:MAH:OSM:agg

Background

Information Management (IM) provides a wide range of information systems and services in support of all SCAQMD 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 specifies projects planned during the fiscal year to develop, acquire, enhance, or maintain mission-critical information systems.

Summary of Report

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

Attachment

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

ATTACHMENT
May 4, 2018 Board Meeting
Information Management Status Report on Major Ongoing and
Upcoming Projects During the Next Six Months

Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
Website Evaluation & Improvements	Conduct a detailed review of the SCAQMD website to identify improvements/enhancements that can further site usability and implement items approved by Administrative Committee; improvements include new custom Calendar and changes to navigation and content organization	\$121,895	<ul style="list-style-type: none"> • Deployed new website • Completed three months of site maintenance 	This project was completed within budget and ahead of schedule.
Implementation of Enterprise Geographic Information System (EGIS)	Support accomplishment of the agency's mission through the effective and cost-efficient implementation of EGIS and related technologies	\$173,255	<ul style="list-style-type: none"> • Completed seven of the nine prioritized EGIS projects: <ul style="list-style-type: none"> ○ EGIS Program Management ○ EGIS Data Governance ○ GIS Data Maintenance Workflow Design ○ System Installation, Configuration and Phasing Plan ○ ESRI Software Installation, Configuration, Testing and Training ○ Enterprise Geodatabase Implementation ○ Enterprise GIS Data Maintenance 	<ul style="list-style-type: none"> • Continue implementation of the two remaining prioritized EGIS projects <ul style="list-style-type: none"> ○ AirVision GIS Integration ○ Open Data Portal

Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
Information Technology Review	Complete Board requested Information Technology review and initiate work on implementation of key recommendations	\$75,000	<ul style="list-style-type: none"> • Initiated Implementation Planning and Resource Requirements for key recommendations • Completed Steering Committee charter and agenda • Conducted recruitment process to fill Systems & Programming Supervisor position • Scheduled and completed Microsoft Project Plan training for all IM Managers, Supervisors and Secretaries 	<ul style="list-style-type: none"> • Draft Implementation Plan Preparation • Information Technology Steering Committee kickoff meeting • Office 365 Deployment planning • Evaluation and selection of Project Management software for IM team
Permit Application Status and Dashboard Statistics	New Web application to allow engineers to update intermediate status of applications; create dashboard display of status summary with link to FIND for external user review	\$104,591	<ul style="list-style-type: none"> • Task order issued and awarded • Project started April 10, 2018 	<ul style="list-style-type: none"> • Requirements gathering work in progress; Business Process Model and Wire Frame deliverables
Agenda Tracking System Replacement	Replace aging custom agenda tracking system with state-of-the-art, cost-effective Enterprise Content Management (ECM) system, which is fully integrated with OnBase, SCAQMD's agency-wide ECM system	\$86,600	<ul style="list-style-type: none"> • Released RFP December 4, 2015 • Awarded contract April 1, 2016 • Continued parallel testing • Conducted survey of stakeholder satisfaction • As a result of the survey responses, the decision was made to develop a custom user interface for the application. 	<ul style="list-style-type: none"> • Revise project scope to include custom user interface • Develop plan and schedule for revised scope

Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
Replace Your Ride (RYP)	New Web application to allow residents to apply for incentives to purchase newer, less polluting vehicles	\$211,820	<ul style="list-style-type: none"> • Phase 2 Fund Allocation, Administration and Management Reporting modules deployed and in production 	<ul style="list-style-type: none"> • Phase 3 collaboration with air districts for possible statewide RYP implementation
Fiber Cable Network Infrastructure Upgrade	Replace the existing fiber network cable infrastructure to support core computer networking (interconnect) in the agency; the Fiber Network Cable System will support higher bandwidth (min. 10 Gbps) from current (1 Gbps) to support increasing computing demands	\$311,202	<ul style="list-style-type: none"> • Released RFP November 3, 2017 • Awarded contract to Digital Networks Group, Inc. 	<ul style="list-style-type: none"> • Fiber cable installation
Legal Division New System Development	Develop new web-based case management system for Legal Division to replace existing JWorks System	\$500,000	<ul style="list-style-type: none"> • New system development for Legal Division approved March 2, 2018 	<ul style="list-style-type: none"> • Task order issuance, evaluation and award

Shaded Projects – Projects completed and will be removed from this list on subsequent reports

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Item 7

BOARD MEETING DATE: May 4, 2018

AGENDA NO.

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

SYNOPSIS: This report summarizes the RFPs/RFQs for budgeted services over \$75,000 scheduled to be released for advertisement for the month of May.

COMMITTEE: Administrative, April 13, 2018; Reviewed

RECOMMENDED ACTION:

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

Wayne Nastri
Executive Officer

SJ:av

Background

At its January 8, 2010 meeting, the Board approved a revised Procurement Policy and Procedure. Under the revised policy, RFPs/RFQs for budgeted items over \$75,000, which follow the Procurement Policy and Procedure, no longer require individual Board approval. However, a monthly report of all RFPs/RFQs over \$75,000 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 RFPs/RFQs, 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 May 4, 2018.

Outreach

In accordance with SCAQMD's Procurement Policy and Procedure, a public notice advertising the RFPs/RFQs 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 SCAQMD's own electronic listing of certified minority vendors. Notice of the RFPs/RFQs 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 SCAQMD'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, academic or community expertise.

Attachment

Report of RFPs/RFQs Scheduled for Release in May 2018

**May 4, 2018 Board Meeting
Report on RFPs/RFQs Scheduled for Release on May 4, 2018**

(For detailed information visit SCAQMD's website at
<http://www.aqmd.gov/nav/grants-bids> following Board approval on May 4, 2018)

STANDARDIZED SERVICES

RFP #P2018-11 Issue RFP for Security Guard Services at OLVERA/2309
Diamond Bar Headquarters

The current security guard services contract expires November 30, 2018. 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 service are included in the FY 2018-19 Budget and will be included in subsequent budgets for the life of the contract.

REQUEST FOR QUALIFICATIONS – Prequalified Vendor List

RFQ #Q2018-17 Issue RFQ for Janitorial Products OLVERA/2309

SCAQMD intends to purchase Green Seal certified janitorial products from a list of prequalified vendors for a period of three years. Funds for the first year purchase are available in the FY 2017-18 Budget, and will be requested for the subsequent years.

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Item 8

BOARD MEETING DATE: May 4, 2018

AGENDA NO.

PROPOSAL: Approve Compensation Adjustments for Board Member Assistants and Board Member Consultants for FY 2018-19

SYNOPSIS: The Board Member Assistant and Board Member Consultant compensation is proposed to be amended to adjust the compensation level the SCAQMD may make per Board Member, per fiscal year, based on the Board-approved assignment-of-points methodology. The points are calculated based on the level of complexity, number of meetings and role (Chair/Vice-Chair).

COMMITTEE: Administrative, April 13, 2018; Recommended for Approval

RECOMMENDED ACTION:

Approve adjustments to compensation for Board Member Assistants and Board Member Consultants for FY 2018-19 in accordance with the Administrative Code and described in Attachment A.

Wayne Nastri
Executive Officer

SJ:jk

Background

Board members must address an ever-increasing range of complex issues related to performance of their duties, requiring increased assistance, and it is appropriate to make adjustments to the maximum support level expenditure the SCAQMD may make per Board Member, per fiscal year, based on the assignment-of-points methodology that was approved at the July 2015 Board meeting and incorporated into the Administrative Code.

The Administrative Code describes an assignment-of-points methodology that is based on factors including the level of complexity, number of meetings, and role (Chair/Vice-Chair). Additionally, the Administrative Code defines the minimum and maximum amounts that may be allocated per Board Member.

Proposal

This action is to approve the support level of expenditures for Board Member Assistants and Board Member Consultants for FY 2018-19 in accordance with the Administrative Code. Upon approval, Board Members will select Board Assistants and Consultants and allocate their funds. These selections and allocations are anticipated to be reviewed and approved by the Administrative Committee in May or June 2018.

Resource Impacts

Sufficient funding will be requested in the FY 2018-19 Budget to accommodate the recommended adjustments.

Attachment

- A. Proposed Board Member Committee/Advisory/Other Group Assignment Points Calculation for FY 2018-19.

ATTACHMENT A

Board Member Proposed Committee/Advisory/Other Group Assignment Points Calculation for FY 2018-19

Governing Board Member	Committee/Advisory/Other Group Assignment Points *	Calculated Maximum Support Level **
Ashley	61	\$39,624
Cacciotti	44	\$39,624
Robinson	79	\$39,624
McCallon	85.5	\$42,172
Nelson	96	\$47,352
Solis	108	\$53,270
Buscaino	122	\$60,176
Rutherford	125	\$61,656
Lyou	161	\$79,412
B. Benoit	242.5	\$118,872
Mitchell	263	\$118,872
Parker (Vice-Chair)	241	\$118,872
Burke (Chair)	233	\$118,872
* Point Calculation does not account for additional responsibilities for Chair and Vice-Chair.		
** Calculated Maximum Support Level based on the Board Member's total points in comparison to the Vice-Chair's total points (not to go below \$39,624 and above \$118,872).		

Item 9

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BOARD MEETING DATE: May 4, 2018

AGENDA NO.

PROPOSAL: Execute and Amend Contracts to Provide Short- and Long-Term Systems Development, Maintenance and Support Services

SYNOPSIS: SCAQMD currently has contracts with several companies for short- and long-term systems development, maintenance and support services. These contracts are periodically amended as additional needs are defined. This action is to execute one contract and amend two contracts previously approved by the Board to add funding for needed development and maintenance work.

COMMITTEE: Administrative, April 13, 2018; Recommended for Approval

RECOMMENDED ACTIONS:

1. Transfer \$21,000 from Information Management's FY 2017-18 Budget, Services and Supplies, Professional and Specialized Services account to Information Management's FY 2017-18 Capital Outlays Major Object, Capital Outlays account for continuation of Mobile Source Emissions Tracking System and Asbestos Notification System development work.
2. Authorize the Chairman to execute a contract for systems development and support services with Prelude Systems in the amount of \$15,000.
3. Authorize the Executive Officer to execute amendments to the contracts for systems development services to add funds in the amount of \$162,000 to Sierra Cybernetics and \$236,000 to Varsun eTechnologies from the FY 2017-18 budget for the specific task orders listed in Attachment 1.

Wayne Nastri
Executive Officer

RMM:OSM:jga

Background

At the March 2, 2018 meeting, the Board authorized staff to initiate level-of-effort contracts with two of the four qualified vendors for systems development, maintenance and support services. At that time, it was expected that contracts with the other two qualified vendors would be executed in the future and that the approved contracts would be modified to add funding as system development requirements were identified and sufficiently defined and task orders were prepared.

System development and maintenance efforts are currently needed (see Attachment 1) to enhance system functionality and to provide SCAQMD staff with additional automation for improving productivity. The estimated cost to complete the work on these additional tasks exceeds the amount of funding in the existing contracts. The contracts are for one year with the option to renew for two one-year periods.

This item is listed on the “Status Report on Major Projects for Information Management.”

Proposal

Staff proposes a transfer of \$21,000 from Information Management’s FY 2017-18 Budget Services and Supplies to the Capital Outlays Major Object.

In addition, staff proposes a contract be executed in the amount of \$15,000 to Prelude Systems; and two contracts be amended to add funds in the amount of \$162,000 to Sierra Cybernetics and \$236,000 to Varsun eTechnologies for the specific task orders listed in Attachment 1.

Resource Impacts

Upon Board approval, sufficient funding will be available in the FY 2017-18 Budget.

Attachment

Attachment 1: Task Order Summary

Attachment 1

Task Order Summary

Section A – Funding Totals for all Systems Development Contracts

CONTRACTOR	PREVIOUS FUNDING	THIS ADDITION	TOTAL FUNDING
Prelude Systems	\$0	\$15,000	\$15,000
Sierra Cybernetics	\$255,500	\$162,000	\$417,500
Varsun eTechnologies	\$215,800	\$236,000	\$451,800
TOTAL	\$471,300	\$413,000	\$884,300

Section B – Task Orders Scheduled for Award

TASK	DESCRIPTION	ESTIMATE	AWARDED TO
Title V Compliance Web Application Development	Develop new Title V Web application to facilitate the filing of deviation, semi-annual and annual reports; source testing protocols; Title V Inspection forms; and facilitate the tracking and reporting of compliance data to EPA.	\$200,000	Varsun
CLASS Systems Maintenance and Database Support	Minor enhancements, upgrades and support for CLASS Applications, CLASS Databases and Business Intelligence modules	\$75,600	Sierra
CLASS Web Application Maintenance and Support	Minor enhancements, upgrades and support for CLASS Web Applications, Web Services and Web Application Program Interfaces	\$79,400	Sierra
R1113 Architectural Coatings System Enhancements	Modifications and enhancements for invoicing, auditing and reporting; and public product search modifications needed to support any R314 and R1113 rule changes	\$30,000	Varsun
Mobile Source Emission System Tracking System Enhancements	Additional funding to support new system development of the Mobile Source Emission Tracking system to allow online R2202 plan submission	\$15,000	Prelude
NAICS System Enhancements	User requested enhancements to the Socio-econ web-tool used to maintain the North American Industry Classification System (NAICS) data used by PRDAS and other divisions requiring NAICS information	\$7,000	Sierra
R1403 System Enhancements	Minor user requested enhancements to the asbestos notification system	\$6,000	Varsun
TOTAL		\$413,000	

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Item 10

BOARD MEETING DATE: May 4, 2018

AGENDA NO.

PROPOSAL: Issue Purchase Order for New Carpet

SYNOPSIS: Carpeting on the third and fourth floors of SCAQMD Diamond Bar Headquarters is the original carpet installed in 1991. The carpet on these floors is extremely worn, and is due for replacement. This action is to authorize the Executive Officer to issue a purchase order with Mohawk Group, in an amount not to exceed \$180,000 for the purchase of the carpet tiles. Funding for this replacement project is available in District General's FY 2017-18 Budget.

COMMITTEE: Administrative, April 13, 2018; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Executive Officer to issue a purchase order with Mohawk Group for the purchase of 5,240 square yards of 24" x 24" Mohawk GT314 Enthralled Eco Flex NXT carpet tiles in an amount not to exceed \$180,000 from District General's FY 2017-18 Budget, Services and Supplies Major Object, Building Maintenance Operation Account.

Wayne Natri
Executive Officer

AJO:BJ:lm

Background

SCAQMD moved into the Diamond Bar Headquarters in October 1991. Beginning in 2007, replacement of heavily-worn carpeting in various areas of the building began, utilizing Mohawk Group carpet tiles. The use of carpet tiles, rather than rolled broad loom carpeting, significantly reduces the labor cost associated with installation by lifting work stations and eliminating the need to disassemble office stations and associated furniture from the floor. Currently, the only floors with originally installed carpet are the third and fourth floors.

Mohawk's quote for 5,240 square yards of carpet is based on the California Multiple Award Schedules (CMAS) pricing, which permits the SCAQMD to purchase goods and services under the CMAS, a cooperative purchasing agreement, in accordance with the

SCAQMD Procurement Policy and Procedure. CMAS, offered through the State of California General Services Administration, utilizes bid solicitations and competitively awarded contracts transacted by the United States General Services Administration. The CMAS Unit then establishes an independent California agreement for the same products and services at equal or lower prices. The CMAS pricing through Mohawk for the carpeting is approximately \$180,000. Building Maintenance staff will be seeking competitive bids for the labor as needed for the carpet installation. Installation of the carpet is anticipated during FY 2018-19.

Proposal

Staff recommends authorization for the Executive Officer to issue a purchase order with Mohawk Group for an amount not to exceed \$180,000 from District General's FY 2017-18 Budget, Services and Supplies Major Object, Building Maintenance Operation Account for the purchase of 5,240 square yards of 24" x 24" of Mohawk GT314 Enthralled Eco Flex NXT carpet tiles.

Resource Impacts

Sufficient funds are available in District General's FY 2017-18 Budget, Building Maintenance Operations Account for this carpet replacement project.

Item 11

DRAFT

BOARD MEETING DATE: May 4, 2018

AGENDA NO.

PROPOSAL: Issue Purchase Order for High Efficiency HVAC Valves

SYNOPSIS: SCAQMD Air Handlers 1, 2, 10 and 14 were retrofitted with energy efficient fan wall technology in FY 2016-17. The existing temperature control valves do not operate with sufficient precision to minimize temperature fluctuations. The upgrade to Belimo ePIV valves will provide significant energy savings through optimized temperature controls. This action is to authorize the Executive Officer to issue a purchase order for HVAC valves with Emcor Services for an amount not to exceed \$32,000 from the Infrastructure Improvement Fund (02).

COMMITTEE: Administrative, April 13, 2018; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Executive Officer to issue a purchase order with Emcor Services for an amount not to exceed \$32,000 from the Infrastructure Improvement Fund (02) to provide and install high efficiency HVAC valves.

Wayne Nastri
Executive Officer

AJO:BJ:lm

Background

SCAQMD Air Handlers 1, 2, 10, and 14 were retrofitted with energy efficient fan wall technology in FY 2016-17. The current water control valves use constant actuation and flow response to moderate water flow used for building temperature control of comfort air. Upgrading the temperature control mechanism will better maximize the cost savings and energy usage rate of the building's HVAC system.

Proposal

Staff recommends authorization for the Executive Officer to issue a purchase order with Emcor Services to provide and install Energy Pressure Independent Valve for Air

Handlers 1, 2, 10, and 14 at SCAQMD Diamond Bar Headquarters. The addition of Belimo ePIV valves will provide increased efficiency by eliminating the need for constant balancing within the system and will result in significant energy savings from elimination of wasteful cooling overflow by each air handler. The proposed new valves will also maintain precise and constant flow for a more consistent ambient temperature for each floor.

Sole Source Justification

Section VIII.B.2 of the Procurement Policy and Procedure identifies circumstances under which a sole source purchase award may be justified. This request for a sole source award is made under provision VIII.B.2.d(6): The project requires compatibility with existing specialized equipment. The refurbishment of the PACE air handlers was completed by EMCOR. The operation of the Belimo ePIV valves must share control with the equipment originally installed by EMCOR.

Resource Impacts

Sufficient funds are available in the Infrastructure Improvement Fund (02) for this project.

DRAFT

Item 12

BOARD MEETING DATE: May 4, 2018

AGENDA NO.

PROPOSAL: Recognize Revenue, Appropriate and Transfer Funds and Issue Purchase Orders for Air Monitoring Programs and Equipment

SYNOPSIS: SCAQMD anticipates receiving up to \$686,579 from the U.S. EPA and the California Air Pollution Control Officers Association for the PM2.5 Program. These actions are to recognize this revenue and appropriate funds for the PM2.5 Program into Science & Technology Advancement's (STA's) FY 2017-18 Budget and carry over any unexpended funds into STA's FY 2018-19 Budget. These actions are to also appropriate up to \$178,484 for the remaining prior year's PAMS funding into STA's FY 2017-18 Budget and carry over any unexpended funds into STA's FY 2018-19 Budget; appropriate up to \$37,705 for FY 2017-18 Supplemental CARB Subvention funds into STA's FY 2017-18 Budget; reallocate \$30,000 from MATES V capital outlay savings within STA's FY 2017-18 Budget to purchase equipment; and transfer \$60,000 between Major Objects in STA's FY 2017-18 Budget to purchase a yearly subscription to a monitoring network data software system. Finally, these actions are to issue purchase orders for air monitoring equipment.

COMMITTEE: Administrative, April 13, 2018; Recommended for Approval

RECOMMENDED ACTIONS:

1. Recognize and appropriate, upon receipt, up to \$212,800 from U.S. EPA for the FY 2018 PM2.5 Monitoring Program into Science & Technology Advancement's FY 2017-18 Budget (Org 47) (\$461,000 was previously included in Salary and Employee Benefits within the FY 2017-18 Budget), as set forth in Table 1.
2. Recognize and appropriate, upon receipt, up to \$12,779 in U.S. EPA PM2.5 Grant funds (through a sub-recipient agreement with the California Air Pollution Control Officers Association) for purchasing air monitoring equipment into Science & Technology Advancement's FY 2017-18 Budget (Org 44), as set forth in Table 1.
3. Appropriate any PM2.5 funds not expended by June 30, 2018, into Science & Technology Advancement's FY 2018-19 Budget, Services and Supplies and/or Capital Outlays Major Objects (Org 47 or 44).

4. Appropriate up to \$178,484 for remaining prior year's PAMS funds from the General Fund Unassigned (Undesignated) Fund Balance into Science & Technology Advancement's FY 2017-18 Budget (Org 47), Services and Supplies Major Object, as set forth in Table 2.
5. Appropriate any PAMS funds not expended by June 30, 2018, into Science & Technology Advancement's FY 2018-19 Budget, Services and Supplies and/or Capital Outlays Major Objects (Org 47).
6. Appropriate up to \$37,705 for FY 2017-18 Supplemental CARB Subvention funds from the General Fund Unassigned (Undesignated) Fund Balance and reallocate \$30,000 from MATES V capital outlay savings into Science & Technology Advancement's FY 2017-18 Budget (Org 44), Capital Outlays Major Object, for the purchase of an ammonia gas analyzer (Table 3).
7. Transfer \$60,000 from the Capital Outlays Major Object to the Services and Supplies Major Object in Science & Technology Advancement's FY 2017-18 Budget (Org 44) to purchase a yearly subscription to Envirosuite's monitoring network data software system.
8. Authorize the Procurement Manager, in accordance with SCAQMD Procurement Policy and Procedure, to issue sole source purchase orders for:
 - a. One ammonia gas analyzer from Picarro Inc. in an amount not to exceed \$67,705 (Table 3);
 - b. One Partisol PM2.5 FRM sequential monitor from Thermo Fisher Scientific, Inc., in an amount not to exceed \$20,000 (Table 1); and
 - c. Two T640 PM2.5 continuous FEM monitors from Teledyne API in an amount not to exceed \$60,000 (Table 1).

Wayne Nastri
Executive Officer

MMM:JCL:KD:AP:AK

Background

PM2.5 Program

Since 1998, U.S. EPA has provided funds under Section 103 for a comprehensive PM2.5 Air Monitoring Program. To date, there are 20 ambient SCAQMD monitoring stations operating 23 Federal Reference Method (FRM) PM2.5 monitors under U.S. EPA funding and 17 Federal Equivalent Method (FEM) PM2.5 continuous monitors. In addition, U.S. EPA has supported the expansion of the network to collect ongoing PM2.5 mass and chemical speciation at several sites within the South Coast Air Basin. The chemical speciation of fine particulate matter helps with the characterization of

PM2.5 sources, air quality conditions and health impacts. SCAQMD is expected to receive up to \$673,800 from the U.S. EPA for the annually funded PM2.5 Program. In December 2017, the SCAQMD was informed that it can expect to receive up to \$12,778.63 in one-time U.S. EPA PM2.5 Grant funds through a sub-recipient agreement with the California Air Pollution Control Officers Association (CAPCOA) to purchase FEM equipment for monitoring PM2.5. This is part of an effort to encourage phasing out filter-based FRM sequential samplers for collecting PM2.5 filter samples for gravimetric analysis and replacing them with more advanced instruments for monitoring PM2.5 on an hourly or near real-time basis.

PAMS Program

In February 1993, the U.S. EPA promulgated the PAMS regulations for areas classified as serious, severe or extreme non-attainment for ozone. These regulations require SCAQMD to conduct monitoring for ozone precursors with enhanced monitoring equipment at multiple sites. The PAMS Program also funds the meteorological upper air profilers at five locations. Since the onset of the PAMS Program, the U.S. EPA has annually allocated Section 105 supplemental grant funds in support of this requirement.

CARB Supplemental Subvention and MATES V Funding

FY 2017-18 CARB Supplemental Subvention in the amount of \$37,705 is available for the purchase of equipment. In July 2017, the Board had approved \$72,000 for the purchase of two dilution systems under the MATES V Program and actual expenditures were below the authorized amount. A \$30,000 savings from the purchase of the dilution systems will be combined with the CARB Supplemental Subvention funding to purchase an ammonia gas analyzer in an amount not to exceed \$67,705.

Monitoring Network Data Software

The Science & Technology Advancement (STA) FY 2017-18 Budget included funding under the Capital Outlays Major Object for the purchase of a subscription to Envirosuite, an air quality monitoring network data visualization and analysis system designed to support the management of air quality data in real-time. It was later determined that Envirosuite's system is a scalable Software as a Service (SaaS) product that does not require the purchase of software or a license and, is not an intangible or capital asset. Therefore, a transfer of funds from the Capital Outlays Major Object to Services and Supplies Major Object is required before this product can be procured.

Proposal

PM2.5 Program (FYs 2017-18 and/or 2018-19)

SCAQMD anticipates receiving a U.S. EPA award of \$673,800 in Section 103 Grant funds for the continuation of the PM2.5 Program through March 31, 2019. These actions are to recognize revenue up to \$212,800 from U.S. EPA for the FY 2018 PM2.5 Monitoring Program and appropriate funds into STA's FY 2017-18 Budget (\$461,000 was previously included in Salary and Employee Benefits Major Object within the FY

2017-18 Budget), as set forth in Table 1. These actions are to also recognize revenue up to \$12,779 in U.S. EPA PM2.5 Grant funds through a sub-recipient agreement with CAPCOA and appropriate funds into STA's FY 2017-18 Budget as partial payment for the sole source purchase of FEM equipment for monitoring PM2.5 (see Table 1). The balance required to purchase this PM2.5 monitor (approximately \$17,221) will be covered using part of the U.S. EPA Section 103 Grant funds. Any funds not expended by June 30, 2018, will be appropriated into STA's FY 2018-19 Budget.

PAMS Program (FYs 2017-18 and/or 2018-19)

There is a balance of \$178,484 from the previous year's PAMS funding. This action is to appropriate up to \$178,484 into STA's FY 2017-18 Budget, as set forth in Table 2. Any funds not expended by June 30, 2018, will be appropriated into STA's FY 2018-19 Budget.

CARB Supplemental Subvention and MATES V Funding

An ammonia gas analyzer is needed for the speciation of PM2.5 along with regional modeling efforts. Consequently, these actions are to appropriate up to \$37,705 for FY 2017-18 Supplemental CARB Subvention funds and reallocate \$30,000 from MATES V capital outlay savings into STA's FY 2017-18 Budget, Capital Outlays Major Object, for the purchase of an ammonia gas analyzer (see proposed purchases below).

Monitoring Network Data Software

This action is to transfer \$60,000 from Capital Outlays Major Object to Services and Supplies Major Object in STA's FY 2017-18 Budget to purchase the yearly subscription for Envirosuite's air quality monitoring network data visualization and analysis system. It will not be an intangible or capital asset. A monthly fee will be paid to Envirosuite to run their cloud computing system interface software on a Web browser.

Proposed Purchases through Sole Source Purchase Orders

Ammonia Gas Analyzer

An ammonia gas analyzer is needed to help with the verification of the ammonia inventory used for the speciation of PM2.5 along with regional modeling efforts. This instrument provides near real-time measurements that will coincide with the chemical speciation of fine particulate matter. Historically, the SCAQMD has used fine particulate filter samples for the analysis of ammonia. Due to the need to identify the wood smoke contribution to fine particulate matter, the filter historically used for ammonia measurements is now being analyzed for wood smoke precursors for the MATES V study. Two ammonia gas analyzers are needed to supplement the fine particulate speciation; one is being provided by the University of California Riverside and staff recommends procuring the other instrument through a sole source purchase order from Picarro Inc. The estimated cost of the ammonia gas analyzer is \$67,705 (see Table 3).

Partisol PM2.5 FRM Monitor

The U.S. EPA Section 103 grant award includes one-time funding for the purchase of one FRM sequential PM2.5 sampler from Thermo Fisher Scientific, Inc. The Partisol PM2.5 monitor is the only commercially available FRM sampler still in use in SCAQMD's air monitoring network; and it is the only monitor that would allow SCAQMD to satisfy U.S. EPA collocation requirements, which dictate that new FRM samplers added to the network must use the same sampler/method code as those that are already in operation within the network. The cost of this sampler will not exceed \$20,000 (see Table 1).

T640 PM2.5 Continuous FEM Monitor

The U.S. EPA Section 103 Grant award includes one-time funding of \$30,000 for the purchase of one Teledyne API T640 PM2.5 continuous FEM monitor. Additional funding from this Section 103 Grant award of approximately \$17,221 will be added to the funding received through the sub-recipient agreement with CAPCOA for the purchase of a second Teledyne T640 instrument (see Table 1). The Teledyne API Model T640 is the only real-time, continuous PM2.5 mass monitor that uses scattered light spectrometry for measurement and can provide one-minute or better time resolution. Because of the proprietary technology used, this instrument requires less maintenance than more traditional filter-based FEM samplers used in our network. Thus, this specific monitor has the potential to reduce operational costs associated with running the SCAQMD PM2.5 monitoring network. The cost of the two instruments will not exceed \$60,000 (see Table 1).

Sole Source Justification

Section VIII.B.2 of the Procurement Policy and Procedure identifies four major provisions under which a sole source award may be justified. The request for sole source purchases from Picarro Inc. is made under Section VIII.B.2.c (3): The project involves the use of proprietary technology. Picarro Inc. is the only manufacturer of an ammonia analyzer that is portable, rugged and capable of parts-per-billion sensitivity.

Section VIII.B.3 of the Procurement Policy and Procedure identifies four major provisions under which a sole source award funded, in whole or in part with federal funds, may be justified. Specifically, this request for two sole source awards is made under the provision B.3.a.: The item is available only from a single source. The Partisol PM2.5 monitor from Thermo Fisher Scientific, Inc., is the only instrument that would allow SCAQMD to satisfy U.S. EPA collocation requirements, which dictate that new FRM samplers added to the network must use the same sampler/method code as those that are already in operation within the network. The Teledyne API T640 FEM instrument is the only real-time, continuous PM2.5 mass monitor that uses scattered light spectrometry for measurement and can provide one-minute or better time resolution.

Resource Impacts

The U.S. EPA estimates that SCAQMD will receive a Section 103 FY-2018 PM2.5 Grant award of up to \$673,800. Of this amount, \$461,000 has already been included in STA's budget, leaving \$212,800 to be appropriated through this Board action.

Additionally, the SCAQMD may receive up to \$12,779 in PM2.5 funds through a sub-recipient agreement from CAPCOA. Accordingly, up to \$225,579 in revenue will be recognized and appropriated as set forth in Table 1. U.S. EPA Section 103 Grant funding will support the continuation of the PM2.5 Monitoring Program, including equipment and services and supplies necessary to meet the objectives of the Program.

The U.S. EPA prior year's remaining PAMS Program funds will help support continued efforts under the PAMS Program.

FY 2018 PM2.5 funding, FY 2017-18 CARB Supplemental Subvention Funding and MATES V funding will support the purchases of air monitoring equipment for PM2.5 and ammonia measurements in amounts not to exceed \$80,000 and \$67,705, respectively, from STA's FY 2017-18 Budget (Org 47 or 44), Capital Outlays Major Object, as indicated in Tables 1 and 3.

Attachments

Table 1 - Proposed PM2.5 Expenditures FY 2017-18 and/or 2018-19

Table 2 - Proposed PAMS Expenditures for FY 2017-18 (Remaining Prior Year's Balance)

Table 3 - Proposed Purchase through Sole Source Purchase Order

Table 1
Proposed PM2.5 Expenditures FY 2017-18 and/or 2018-19

Account Description	Account Number	Program Code	Estimated Expenditures
Services & Supplies Major Object:			
Rents and Leases Structure	67350	47500	\$ 12,500
Maintenance of Equipment	67600	47500	37,779
Building Maintenance	67650	47500	12,500
Travel (National Ambient Air Monitoring Training Conference)	67800	47500	6,000
Laboratory Supplies	68050	47500	60,000
Office Expenses	68100	47500	6,000
Small Tools	68300	47500	10,800
Total Services & Supplies:			\$145,579
Capital Outlay Major Object:			
Partisol PM2.5 FRM Monitor (1)	77000	47500	20,000
PM2.5 Continuous FEM Monitor (2)	77000	47500/44716	60,000*
Total Capital Outlay:			\$80,000
FY 2017-18 Appropriations			
U.S. EPA Clean Air Act Section 103 Grant funds for the PM2.5 Program			212,800
Sub-recipient agreement with CAPCOA			12,779
Total FY 2017-18 Appropriations:			\$225,579
Salaries & Benefits*^			\$461,000
Total Award:			\$686,579*

Funds not expended by June 30, 2018, will be carried over to FY 2018-19.

*This includes partial funding in the amount of \$12,779 from a sub-recipient agreement for receiving EPA PM2.5 Grant Funds through CAPCOA.

*^Salaries and Benefits are already included in the adopted FY 2017-18 Budget.

Table 2
Proposed PAMS Expenditures for FY 2017-18 (Remaining Prior Year's Balance)

Account Description	Account Number	Program Code	Appropriations Not to Exceed (a)
Services & Supplies Major Object:			
Rents & Leases Structure	67350	47530	\$ 6,000
Professional and Specialized Services: Station Upgrades	67450	47530	20,000
Temp Agency Services	67460	47530	4,000
Maintenance of Equipment	67600	47530	50,000
Building Maintenance	67650	47530	16,000
Communications	67900	47530	4,000
Laboratory Supplies	68050	47530	25,000
Office Expense	68100	47530	8,000
Small Tools	68300	47530	36,000
Miscellaneous	69500	47530	9,484
FY 2017-18 Appropriations:			\$178,484

(a) Funds not expended by June 30, 2018, will be carried over to FY 2018-19.

Table 3
Proposed Purchase through Sole Source Purchase Order

Description	Qty	Funding Source	Estimated Cost
Picarro Inc. Ammonia Gas Analyzer Program Codes (44716/44443)	1	Supplemental CARB Subvention funds (\$37,705) and MATES V funds reallocation (\$30,000)	\$67,705
Total Proposed Purchase Through Sole Source Purchase Order			Not to Exceed \$67,705

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Item 13

BOARD MEETING DATE: May 4, 2018

AGENDA NO.

PROPOSAL: Modify Contract and Purchase Order for Media, Advertising and Public Outreach and Google AdWords Campaign for 2018-19 Check Before You Burn Program

SYNOPSIS: On May 5, 2017, the Board awarded a contract to Westbound Communications for \$246,000 to plan and execute a comprehensive media, advertising and public outreach campaign for the 2017-18 Check Before You Burn program. The existing contract with the firm will expire on June 30, 2018. This action is to authorize the Executive Officer to modify the contract for media, advertising and public outreach for the 2018-19 Check Before You Burn program with Westbound Communications in an amount not to exceed \$246,000 for one year from the Rule 1309.1 Priority Reserve Fund (36). This action is also to authorize the Executive Officer to modify a purchase order with Google in an amount not to exceed \$250,000 from the Rule 1309.1 Priority Reserve Fund (36) for a coinciding YouTube/AdWords campaign to promote the Check Before You Burn program.

COMMITTEE: Administrative, April 13, 2018; Recommended for Approval

RECOMMENDED ACTIONS:

1. Authorize the Executive Officer to modify the contract with Westbound Communications for media, advertising and public outreach for the 2018-19 Check Before You Burn program in an amount not to exceed \$246,000 for one year from the Rule 1309.1 Priority Reserve Fund (36).
2. Authorize the Executive Officer to modify a purchase order with Google in an amount not to exceed \$250,000 from the Rule 1309.1 Priority Reserve Fund (36) for a coinciding YouTube/AdWords campaign to promote the 2018-19 Check Before You Burn program.

Wayne Nastri
Executive Officer

Background

SCAQMD's Check Before You Burn program and its regulatory framework, Rule 445 – Wood-Burning Devices, are key measures in the 2016 Air Quality Management Plan to achieve the federal health-based air quality standard for PM_{2.5}. Check Before You Burn and Rule 445 seek to reduce PM_{2.5} emissions from wood burning in residential fireplaces from November 1 through the end of February every year on days when unhealthy PM_{2.5} air quality is forecast.

On April 1, 2016, the Board approved release of an RFP to solicit proposals from firms with the necessary expertise to plan and execute a comprehensive media, advertising and public outreach campaign to promote awareness of and compliance with the Check Before You Burn program during the 2016-17 fall/winter season. The Board approved funding for this outreach effort from the Rule 1309.1 Priority Reserve Funds in an amount not to exceed \$250,000.

Based on the overall quality of their proposed campaign and their presentation to the Administrative Committee, the committee recommended awarding a contract to Westbound Communications. The Board approved the contract on July 8, 2016 in an amount not to exceed \$246,000, with an option to extend the contract for two additional one-year contracts. On May 5, 2017, the Board extended the contract for one year. This action would extend the contract with Westbound Communications for a third and final year before SCAQMD issues another RFP to solicit proposals from firms to promote the program.

Proposal

For the 2017-18 Check Before You Burn program, Westbound Communications developed and implemented a comprehensive media, advertising and public outreach campaign to:

- Increase awareness of and support for SCAQMD's Check Before You Burn program;
- Promote awareness of and compliance with no-burn days; and
- Increase signups to AirAlerts.org.

The Westbound 2017-18 campaign achieved more than 3.14 million impressions through paid advertising on radio and cable TV, and an additional 7.53 million impressions from "earned" media (news stories).

In addition, program representatives explained the program to thousands of residents at 20 community events and secured more than 2,100 new AirAlerts signups. All program outreach efforts resulted in more than 5,550 AirAlerts signups from September 2017 through February 2018. This is more than three times the number of AirAlerts signups during the same period in the prior year.

There is a strong need to continue increasing awareness of the Check Before You Burn program and building on the momentum gained over the past five years of program outreach.

Based on the overall quality and comprehensive design of the campaign developed and implemented by Westbound Communications, and to ensure an outreach campaign is in place before the 2018-19 Check Before You Burn season begins, staff recommends that the contract with Westbound Communications be extended for one additional year in an amount not to exceed \$246,000 from the Rule 1309.1 Priority Reserve Fund (36).

Staff also recommends modifying a purchase order with Google in an amount not to exceed \$250,000 from the Rule 1309.1 Priority Reserve Fund (36) for a YouTube/AdWords campaign to coincide with the 2018-19 Check Before You Burn outreach campaign.

Proposed Budget

The proposed budget is \$246,000 to be allocated for a one-year contract extension with Westbound Communications, and \$250,000 for a coinciding YouTube/Google AdWords campaign to promote the program.

Resource Impacts

Funding is available in the Rule 1309.1 Priority Reserve Fund (36) to implement the 2018-19 Check Before You Burn outreach program and YouTube/AdWords campaign.

Item 14

DRAFT

BOARD MEETING DATE: May 4, 2018

AGENDA NO.

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

SYNOPSIS: This action is to appropriate \$450,000 from the Undesignated (Unassigned) Fund Balance to Legal's FY 2017-18 Budget and amend or execute contracts for prequalified counsel approved by the Board and for specialized legal counsel and services for environmental litigation.

COMMITTEE: Administrative, April 13, 2018; Recommended for Approval

RECOMMENDED ACTIONS:

1. Appropriate \$450,000 from Undesignated (Unassigned) Fund Balance to Legal's FY 2017-18 Budget, Services and Supplies Major Object, Professional and Special Services Account.
2. Authorize the Chairman or the Executive Officer, depending on whether the amount exceeds \$75,000, to amend or execute contracts with legal counsel handling existing matters, as well as prequalified counsel approved by the Board, and specialized legal counsel and services, as the need arises. This action will bring the total amount of outside counsel costs approved by the Board in FY 2017-18 to \$1,079,500.

Wayne Nastri
Executive Officer

BTG:vmr

Background

The FY 2017-18 Budget for Legal included \$279,500 for litigation expenses in environmental law cases and specialized legal counsel and services. The total amount currently allocated will not cover current and anticipated costs of legal counsel and specialized counsel and services.

SCAQMD will require an additional amount of up to \$450,000 for these services. Monies will be expended on lawsuits and legal proceedings, including a bankruptcy case in the Exide matter; court proceedings in a challenge to the Board's adoption of the December 2015 RECLAIM amendments; the Anaplex case resulting from toxics monitoring in the Paramount area; and defending the challenge to the SCAQMD's environmental analysis of the Tesoro Los Angeles Refinery Integration and Compliance Project. In the Tesoro case, Tesoro will reimburse the SCAQMD for attorney's fees and other costs once the case is completed. Accordingly, staff is requesting an appropriation of funds in the amount of \$450,000, for a total expected expenditure of \$1,079,500 this fiscal year.

Proposal

In order to defend on-going litigation, it is necessary to appropriate additional funds for expenditures by outside counsel. It is expected that ongoing lawsuits will require that the additional \$450,000 for attorney's fees and costs for prequalified counsel approved by the Board and with specialized legal counsel and services, as the need arises.

Resource Impacts

Sufficient funds will be available in Legal's FY 2017-18 Budget upon approval of this Board letter.

Item 15

DRAFT

BOARD MEETING DATE: May 4, 2018

AGENDA NO.

PROPOSAL: Execute Contract for Three-Year Service Agreement for SCAQMD Access to On-line Legal Research Libraries

SYNOPSIS: The current service agreement with Thomson Reuters-West to provide SCAQMD with on-line legal research and print libraries will expire on June 30, 2018. This action is to execute a sole source contract for a new three-year agreement with Thomson Reuters-West in an amount not to exceed \$92,350 in FY 2018-19; \$95,150 in FY 2019-20; and, \$98,100 in FY 2020-21 for a total amount of \$285,600 for a three-year period.

COMMITTEE: Administrative, April 13, 2018; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Executive Officer to enter into a three-year agreement with Thomson Reuters-West to provide access to online legal research libraries and print publications in an amount not to exceed \$92,350 in FY 2018-19; \$95,150 in FY 2019-20; and, \$98,100 in FY 2020-21 for a total amount of \$285,600 for a three-year period.

Wayne Natri
Executive Officer

BTG:vmr

Background

Legal staff utilize electronic legal databases in its course of work on the SCAQMD's behalf. Thomson Reuters-West has presented an offer for access to its electronic legal research libraries (Westlaw), as well as print publications, at a substantially discounted rate. In addition, the new contract provides for access to an increased number of electronic legal libraries—including PeopleFinder, a tool used for investigative purposes—and a continuing legal education component at a reduced cost, making it

easier and more cost-effective for attorneys to achieve compliance with minimum continuing legal education requirements.

Proposal

Staff seeks to enter into a three-year contract with Thomson Reuters-West. The three-year contract will be funded in the fiscal year beginning July 1, 2018 and continue through June 30, 2021. Subsequent funding will be requested in the budget process for Fiscal Years 2019-20 and 2020-21. The three-year contract price shall not exceed \$285,600.

Sole Source Justification

A sole-source contract is necessary since SCAQMD is securing print publications through this agreement at a substantially lower cost than the open market. SCAQMD Procurement Policy, Section VIII(B)(2), provides for a waiver of formal bid processes under certain circumstances based upon documentation justifying a sole-source award. The award to Thomson Reuters-West is justified pursuant to Procurement Policy Sections VIII(B)(2)(a): the cost of labor for preparation of the described documents exceed the possible savings that could be derived from such detailed documents; and VIII(B)(2)(c)(2): the project involves the use of proprietary technology.

Resource Impacts

Sufficient funds will be available in Legal's FY 2018-19 Budget, Subscription Services Account, and subsequent funding for FY 2019-20 and FY 2020-21 to support this contract will be requested in future budgets.

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Item 16

BOARD MEETING DATE: May 4, 2018

AGENDA NO.

PROPOSAL: Appoint Members to SCAQMD Hearing Board

SYNOPSIS: The terms of office for the Hearing Board Attorney Member and Engineer Member, and their Alternates, expire June 30, 2018. A Hearing Board Advisory Committee was appointed, as required by law. The Advisory Committee interviewed attorney member and engineer member candidates at its meeting on April 5, 2018, and selected the top three candidates for attorney member and the top three candidates for engineer member, who were recommended for interview by the Administrative Committee. The Administrative Committee interviewed the candidates at its meeting on April 13, 2018, and made a final recommendation to the full Board to appoint members to fill the new terms.

COMMITTEE: Administrative, April 13, 2018; Recommended for Approval

RECOMMENDED ACTION:

Appoint/reappoint the following individuals to the SCAQMD Hearing Board, effective July 1, 2018, with terms ending June 30, 2021:

_____	, Attorney Member	Alternate: _____
_____	, Engineer Member	Alternate: _____

Wayne Nastri
Executive Officer

DG

Background

Health and Safety Code Section 40501.1(b) requires the SCAQMD to appoint a Hearing Board Advisory Committee composed of one representative appointed by each of the Counties of Los Angeles, Orange, Riverside, and San Bernardino, and the City of Los Angeles. The following individuals, with a variety of professional experience, served on the Advisory Committee for this recruitment. They are:

City of Los Angeles	Raymond Regalado, Project Supervisor, County of Los Angeles
County of Los Angeles	Teresa Villegas, Environmental/Public Works Deputy, County of Los Angeles Supervisor Hilda L. Solis
County of Orange	Ben Seybold, Senior Vice President, CBRE
County of Riverside	Buford Crites, Board Consultant to Governing Board Member, Marion Ashley
County of San Bernardino	Dr. William Sterling, President, BCM Group, Inc.

The current Attorney Member, Julie Prussack, and the current Engineer Member, Edward Camarena, as well as the Attorney Member Alternate, Douglas W. Lofgren, all requested reappointment.

Based on the attached criteria developed by the Advisory Committee, the committee members and SCAQMD Executive staff evaluated the resumes of 63 attorney member candidates and 23 engineer member candidates, and ranked the individuals according to their scores. Based on the ranking, the Committee then narrowed the candidates to short lists of five attorney candidates and five engineer candidates who were interviewed by the Advisory Committee. (Alternate Attorney Member candidate Douglas Lofgren was unavailable for the scheduled interview, but based on his strong application materials and current incumbent alternate member status, the Advisory Committee recommended he be interviewed by the Administrative Committee.) After interviewing all nine candidates, the Advisory Committee deliberated and unanimously agreed upon a recommendation to refer the top three attorney candidates and top four engineer candidates (ranked as enumerated below) to the Administrative Committee for interviews as follows:

Attorney Member Candidates

- 1) Julie Prussack*
- 2) Douglas Lofgren**
- 3) Phillip Jay

Engineer Member Candidates

- 1) Edward Camarena*
- 2) Robert Pease
- 3) Mohan Balagopalan
- 4) Traci Minamide

**incumbent member*

***incumbent alternate*

Proposal

After interviewing each of the six candidates, the Administrative Committee recommended that the Board appoint/reappoint _____ as Attorney Member, appoint/reappoint _____ as Alternate Attorney Member, appoint/reappoint _____

as Engineer Member, and appoint _____ as Alternate Engineer Member, for terms commencing July 1, 2018 and ending June 30, 2021. The individuals recommended for appointment were subsequently contacted, and each indicated their willingness to serve. A summary of the qualifications of each is set forth below.

Item 17

DRAFT

BOARD MEETING DATE: May 4, 2018

AGENDA NO.

PROPOSAL: Approve Charter for SCAQMD's Young Leaders Advisory Council

SYNOPSIS: This action is to approve the Young Leaders Advisory Council Charter.

COMMITTEE: Administrative, April 13, 2018; Recommended for Approval

RECOMMENDED ACTION:

Approve the Charter for the SCAQMD Young Leaders Advisory Council that details the formation of the Advisory Council, which will provide advice and input to SCAQMD staff regarding issues, concerns, values and priorities about air quality of young adults (aged 18-30) in the region.

Wayne Nastri
Executive Officer

FW:MK:jf

Background

The focus and mission of the Young Leaders Advisory Council (YLAC) is to identify air quality issues and concerns of young adults (aged 18-30) in the region. Through the YLAC, SCAQMD seeks to educate and engage young adults regarding the region's clean air issues and at the same time garner from them greater insight into their generation's concerns, values and priorities about air quality. This would be the first SCAQMD advisory group that seeks to engage this generation specifically, and to benefit from their passion, commitment, and urgency to help improve our air.

The YLAC reflects the ethnic and geographic diversity of the South Coast Air Basin. Members represent a variety of backgrounds and expertise, including, but not limited to, representatives of environmental justice groups, community organizations, schools and universities, businesses, and health organizations. The advisory group held their first meeting and the group discussed their goals and objectives.

The goals of the YLAC include: (1) helping strengthen and build upon SCAQMD's relationships and alliances with young adults by supporting SCAQMD outreach efforts; (2) assisting the SCAQMD in making meaningful and continuous progress towards cleaning the air through its decision-making and activities; and (3) maximizing the opportunity for young adults to learn more about SCAQMD, air quality and clean technology issues.

The YLAC will achieve its goals by meeting quarterly to, among other things: (1) share information about ways to engage young adults on air quality, environmental sustainability, and clean technology issues; (2) assist with the creation and implementation of air quality related events and workshops that best address the needs of people aged 30 and under; and (3) empower young leaders with more information and knowledge about air quality, air quality management, SCAQMD, and the intersection of air pollution, clean technology and other environmental laws and issues.

YLAC will consist of no more than 20 members, with at least two members from each county within the SCAQMD jurisdictional boundaries in Los Angeles, Orange, Riverside, and San Bernardino counties. The potential members, who represent some of the most highly impacted communities within SCAQMD's jurisdiction, will serve a one-year term with the possibility of being reappointed for additional one-year terms.

Charter Proposal

The will be a detailed document that includes the YLAC mission, goals, objectives, membership qualifications and composition, operational guidelines and compensation.

Resource Impacts

There will be a cost of \$100 per diem per meeting and reimbursement of actual and necessary mileage and parking expenses for attending meetings of the YLAC for each participating Advisory Council standing member. There are sufficient funds in the Legislative, Public Affairs and Media Department budget to cover these costs.

Attachment

SCAQMD Young Leaders Advisory Council Charter



South Coast Air Quality Management District Young Leaders Advisory Council (YLAC)

Charter

Synopsis of History

The South Coast Air Quality Management District (SCAQMD) established the Young Leaders Advisory Council (YLAC) in 2017, to identify the air quality issues and concerns of young adults (aged 18-30) in the region. This group seeks to engage this generation specifically, and to benefit from their passion, commitment, and urgency to help improve our air.

Advisory Council Mission

The mission of the Young Leaders Advisory Council is for SCAQMD to educate and engage young adults regarding the region's clean air issues and at the same time to garner from them greater insight into their generation's concerns, values and priorities about air quality.

Goals

1. Establish a geographically and ethnically diverse advisory council that will provide guidance to SCAQMD on addressing air quality issues in the South Coast Air Basin that are of particular concern to young adults (ages 18-30);
2. Help strengthen and build upon SCAQMD's relationships and alliances with young adults by supporting SCAQMD's outreach efforts;
3. Ensure that SCAQMD makes meaningful and continuous progress towards cleaning the air through its decisions and activities;
4. Maximize the opportunity for young adults to learn more about SCAQMD, air quality and clean technology issues.

Objectives

The Young Leaders Advisory Council shall achieve its goals by meeting quarterly to:

1. Obtain information from participating parties regarding their efforts to help clean the air;
2. Report on their communities' concerns regarding air pollution;
3. Share information about ways to engage young adults on air quality, environmental sustainability, and clean technology issues;

4. Promote communication among related agencies, YLAC Members, and community stakeholders;
5. Assist with the creation and implementation of air quality related events and workshops that best address the needs of people aged 30 and under;
6. Empower young leaders with more information and knowledge about air quality, air quality management, SCAQMD, and the intersection of air pollution, clean technology and other environmental laws and issues; and
7. Identify next steps and action items.

Membership Qualifications and Composition

The Young Leaders Advisory Council shall reflect the ethnic and geographic diversity of the South Coast Air Basin. Members shall represent a variety of backgrounds and expertise, including, but not limited to, representatives of environmental justice groups, community organizations, schools and universities, businesses, and health organizations.

YLAC will consist of no more than 20 members, with at least two members from each county within the SCAQMD jurisdictional boundaries in Los Angeles, Orange, Riverside, and San Bernardino counties. Appointments will be made by the Governing Board Chairman with consideration for Board Member input, and following review by the Administrative Committee. The same process, as above, applies for reappointments to fill any vacancy or for removal of a member. The potential members, who represent some of the most highly impacted communities within SCAQMD's jurisdiction, will serve a one-year term with the possibility of being reappointed for extended one-year terms.

Operational Guidelines

Agendas for the meetings will be prepared and distributed to members pursuant to any SCAQMD and state requirements and any relevant laws. Members may submit questions, comments, and guest speaker recommendations to SCAQMD staff, to be considered for upcoming meetings. Meetings may be held at SCAQMD, off site, or via teleconference. A quorum shall consist of a majority of the total number of individuals serving on the panel.

Reporting

The Governing Board's Administrative Committee shall be the Young Leaders Advisory Council's Board liaison. The Advisory Council shall provide the Administrative Committee and Governing Board with an annual written report addressing the YLAC's goals and objectives as stated above, describing the council's accomplishments, and proposing its agenda for the coming year.

Compensation

The standing members of this Advisory Council shall be eligible for per diem of \$100 per meeting and reimbursement of actual and necessary mileage and parking expenses for attending meetings of the YLAC.

**LOCAL GOVERNMENT &
SMALL BUSINESS ASSISTANCE ADVISORY GROUP
FRIDAY, FEBRUARY 9, 2018
MEETING MINUTES**

MEMBERS PRESENT:

Felipe Aguirre
Rachelle Arizmendi, Mayor Pro Tempore, City of Sierra Madre
Paul Avila, P.B.A. & Associates
Geoffrey Blake, Metal Finishers of Southern California
Todd Campbell, Clean Energy
LaVaughn Daniel, DancoEN
John DeWitt, JE DeWitt, Inc.
Bill LaMarr, California Small Business Alliance
Rita Loof, RadTech International
Eddie Marquez, Paramount Petroleum
Cynthia Moran, Council Member, City of Chino Hills
David Rothbart, Los Angeles County Sanitation District

MEMBERS ABSENT:

Ben Benoit, Mayor Pro Tem, City of Wildomar and LGSBA Chairman
Janice Rutherford, Supervisor, Second District, San Bernardino County
Maria Elena Kennedy, Kennedy Communications

OTHERS PRESENT:

Mark Abramowitz, Board Member Consultant (*Lyou*)
David Czamanske, Board Member Consultant (*Cacciotti*)
Andrew Silva, San Bernardino County Administrative Office

SCAQMD STAFF:

Derrick Alatorre, Deputy Executive Officer
Fabian Wesson, Asst. Deputy Executive Officer/Public Advisor
Nancy Feldman, Principal Deputy District Counsel
Philip Fine, Ph.D., Deputy Executive Officer
Mike Morris, Program Supervisor
Elaine-Joy Hills, AQ Inspector II
Lori Langrell, Secretary
Jessica Chavez, Sr. Office Assistant
De Groeneveld, Sr. Information Technology Specialist

Agenda Item #1 - Call to Order/Opening Remarks

Mr. Derrick Alatorre called the meeting to order at 11:34 a.m.

Mr. Paul Avila recently met with the city manager of West Covina and a developer working on a project at BKK landfill. Mr. Avila ask if there was any activity of monitoring by SCAQMD. Mr. Alatorre replied that the facility was a superfund site, they went bankrupt so the Department of Toxic Substances Control (DTSC) and the federal Environmental Protection Agency (EPA) took over monitoring. However, the monitoring is not so much air, but soil and water. Mr. Alatorre indicated that he is not sure of any involvement, but he will check.

Action Item: Verify SCAQMD's involvement with BKK landfill monitoring.

Mr. Avila inquired if there is a separate committee for refineries. Mr. Alatorre responded that there is a committee made up of Governing Board Members.

Agenda Item #2 – Approval of December 8, 2017 Meeting Minutes/Review of Follow-Up/Action Items

Mr. Alatorre called for approval of the December 8, 2017 meeting minutes. The minutes were approved unanimously.

Agenda Item #3 – Follow Up/Action Items

Mr. Alatorre indicated there were no action items that arose out of the December 8, 2017 meeting.

Agenda Item #4 – Adoption of Local Government & Small Business Assistance Advisory Group 2017 Accomplishments/2018 Goals & Objectives

Mr. Alatorre presented the 2017 Accomplishments/2018 Goals & Objectives to the group for adoption.

Ms. Rita Loof advised that she recently attended a symposium at Los Angeles County Sanitation District (LACSD) consisting of industry and the public, which was regarding the availability of chromium free and hexavalent chrome free materials. Ms. Loof suggested, that in light of Rule 1469, the District host an informational event, especially for small businesses, to have some information about the availability of options, and information about what funding is available to help comply with rules. Mr. Alatorre replied that since events are outside the purview of the LGSBA Advisory Group, he can recommend this idea to Dr. Philip Fine, and that it is more in line with what planning could help partner. Mr. Rothbart indicated that the event was from a different department at LACSD. He discussed it with his former boss heading that department, Mr. David Snyder, and Dr. Fine is providing a presentation on AB 617 to that group on Tuesday so there is already some coordination making it easy to hold a special event. Mr. Alatorre requested for Mr. Snyder's contact information.

Mr. Rothbart recommended that rather than staff doing presentations, if there is anything the group can provide as a sounding board for upcoming issues or be more involved in the process. The group can provide a resource to staff.

The 2017 Accomplishments/2018 Goals & Objectives were adopted unanimously as amended.

Agenda Item #6 –Proposed Amended Rule 1420 Emissions Standard for Lead

Mr. Mike Morris provided an overview on the proposal to amend Rule 1420 to ensure compliance with the lead National Ambient Air Quality Standards and establish additional requirements for lead emitting sources.

Mr. Bill LaMarr asked who decides when monitoring is required and as a business owner, should he expect an invoice for thousands of dollars because SCAQMD decided that monitoring was necessary. Mr. Morris replied no, that this particular rule does not work that way. If there is evidence through monitoring that there may be an issue at a facility, the rule process is that we would notify the facility of the issue, give them time to respond back with any type of evidence they would like to provide, and then staff would make the determination to go back to the facility to ascertain if monitoring is required or not.

Mr. LaMarr stated that depending on the quantity that the monitoring might detect, it may be a cumulative impacts situation where there may be a facility in one place, a metal grinder on the opposite corner, and another facility on a third corner. Mr. LaMarr asked if the cost of the monitoring would be distributed evenly according to the findings. Mr. Morris indicated that cumulative impacts have been an issue, not just for smaller lead facilities, but also the larger ones. Monitoring is done upwind/downwind to try to triangulate what the source is. In that case, if we do make the determination that a facility is the source of the lead emissions, we would be confident to say that they should start doing the monitoring. Otherwise, it would be incumbent upon the District to do further monitoring until we can triangulate the source.

Mr. Avila asked what the cost of the source testing is, and Mr. Morris indicated that for a single metal facility, it is approximately \$6-\$10,000.00. Mr. Avila further asked regarding the recordkeeping variable, if it is primarily for the smaller lead producers. Mr. Morris responded that our threshold for a small lead facility is two tons, and we have found that the vast majority of our facilities are below two tons. Those facilities have to demonstrate that they are below two tons, which is what the recordkeeping is for, and they do the housekeeping, including sweeping, keeping debris in closed containers, and not spreading lead dust piles.

Mr. Avila requested for a brief explanation of lead dust, and further asked if it is heavier than normal dust and can it be seen. Mr. Morris replied yes to both questions. He indicated that it is naturally heavy, and is used for fishing weights, tire weights, and scuba diving. It is a visible, silvery, gray material.

Agenda Item #5 –AB 617 Community Identification Process

Dr. Philip Fine summarized the requirements and program elements for AB 617, including the identification of communities for monitoring.

Ms. Rita Loof asked if the focus is on toxic air emissions. Dr. Fine replied equal weight will be given to toxics and criteria pollutants, but our District will involve more toxics. Ms. Loof further asked if there will be a Best Available Control Technology for Toxics (TBACT) component on this clearinghouse. Dr. Fine responded yes, that CARB is working on it and it will be a BACT/Best Available Retrofit Control Technology (BARCT) for, not only criteria pollutants, but also for toxics, called T-BARCT. Dr. Fine indicated that the statewide clearinghouse is just informational to see what other districts have done, and it will not require them to adopt all of the components.

Mr. Eddie Marquez stated that staff provided information regarding AB 1647, which cross-referenced laws and monitoring, and asked if this will be discussed today. Dr. Fine indicated that the presentation

is not specifically on that, but there is overlap with community monitoring that will be performed; however, how it all comes together will still be a part of the process.

Mr. Felipe Aguirre stated that he attended a conference where SCAQMD promoted low-cost monitors, and asked if these are going to be part of this process. Dr. Fine replied, yes; however, going back to the previous question, if this program focuses on toxics versus criteria pollutants or particulate matter (PM), these monitors have proved to be good at PM, ok at ozone, but, to date, nothing has been found that is great for toxics. At this point, we are stuck with traditional methods or maybe very expensive methods. Mr. Aguirre inquired if the monitors are certified, if SCAQMD is certifying that the monitors are accurate, and if there is a process where the monitors can be utilized in a legal manner. Dr. Fine indicated that currently we have the Air Quality Sensor Performance Evaluation Center (AQ-SPEC) program, a whole center where the sole goal is to test all the commercially available, low-cost sensors on the market, and present the results. It is not yet a certification program and it is only certified if it is operated a certain way, calibrated a certain way, and maintained at a certain way, which is much harder to do with these low-cost sensors.

Mr. Alatorre indicated that staff has presented on AQ SPEC, and asked if the group would be interested in a lab tour here at the District, which includes the AQ SPEC and can be agendaized for a future meeting. The group responded yes.

Action Item: *Agendize tour of SCAQMD laboratory.*

Mr. Todd Campbell asked if staff will rely more heavily on MATES II or MATES studies to determine where the toxic concentrations are throughout the District. Dr. Fine pointed out that he will discuss community identification in subsequent slides, and stated that a lot of equipment used in MATES studies are established EPA, CARB or SCAQMD methods.

Mr. LaMarr mentioned that CARB released a concept paper for AB 617, a community identification program framework, and according to CARB's timeline, air districts are encouraged to do much of the work. However, they refer to it as recommendations and it appears that Dr. Fine is presenting it as an implementation. Mr. LaMarr asked if staff is getting ahead of CARB, as they are looking at September 2018 to accumulate input from air districts, communities and other stakeholders for the next element of their plan. He further asked how staff would know that there is not going to be any duplication or redundancies. Dr. Fine responded that he has not mentioned any implementation on our part. Previous to October 2018 is their deadline to set up those statewide structures and documents. All we're doing before then, is identifying communities, and the districts proposed that the districts be allowed to do the outreach and put together the district-level priorities for the communities. Dr. Fine stated that this is our immediate task, which will eventually take the form of a report, adopted by our Governing Board, and then sent on to CARB for their consideration.

Mr. Rothbart indicated that, on the process for ranking with CARB, the process included a criteria for notice of violations (NOVs). Mr. Rothbart is concerned that there is more emphasis on enforcement, and asked if a facility had a minor issue that is not emission-related, if this should be placed in the same boat that is a concern to the community. Dr. Fine replied that staff also has concerns with that as a metric. It is being looked at in two ways: as a criteria for community selection and a criteria for measuring progress. There are concerns for both. The metric of enforcement should not be the number of NOVs issued. If people are complying, that's good. In terms of identifying, it's very difficult to compare cross-communities and cross-sources because we don't issue NOVs for mobile sources. You

could have a very impacted community where there are no NOV's or there could be one facility with many NOV's in another community, but are not emissions-related. Dr. Fine indicated that staff is working very closely with CARB. Mr. Rothbart further asked if this is going towards a popularity contest versus having actual, factual data saying this area is impacted and quantified. Dr. Fine responded that staff is trying to make sure the CARB framework is specific enough on the types of criteria to look at in the process that they satisfy the legal requirements, and it has enough flexibility for local districts to consider their own criteria.

Ms. Loof asked regarding the capital cost of monitoring equipment, if the District is going to absorb the cost or if the communities or businesses in those communities are going to be responsible for providing the cost. Dr. Fine replied that the 10.7 million that the District received is partly going to new staffing, and will allow for equipment purchases. Rule 1180 has State law requirements that refinery facilities are going to pay for community monitoring, and conduct their own fence line monitoring so there are some cost recovery.

Mr. Alatorre announced that there will be several community meetings in the near future, and staff will email the flyer out to the LGSBA members with the dates and locations.

***Action Item:** Provide LGSBA members with the flyer regarding community meetings.*

Ms. Loof asked if businesses would have the ability to apply for funding, or if it would be something that would go through the air district, who will then allocate it to the business. Dr. Fine responded that staff does not know yet, and it is not in the budget currently. Dr. Fine explained that the way the program works is that some funding would go to CARB and some would go to the District, depending on the competitive bids.

Agenda Item #7 –Monthly Report on Small Business Assistance Activities

No comments.

Agenda Item #8 - Other Business

Mr. Alatorre announced that there will be a community presentation regarding air pollution and AB 617 on Wednesday, February 21, 2018 at the Coachella Valley Mosquito and Vector Control District in Indio. SCAQMD is co-hosting the event with IVAN Coachella, which is an Environmental Justice group.

Agenda Item #9 - Public Comment

No comments.

Agenda Item #10 – Next Meeting Date

The next regular Local Government & Small Business Assistance Advisory Group meeting is scheduled for Friday, March 9, 2018 at 11:30 a.m.

Adjournment

The meeting adjourned at 12:45 p.m.

Item 19

ENVIRONMENTAL JUSTICE ADVISORY GROUP FRIDAY, JANUARY 26, 2018 MEETING MINUTES

MEMBERS PRESENT:

Dr. Joseph Lyou, SCAQMD Governing Board, EJAG Chairman
Dr. Afif El-Hasan, American Lung Association
Evelyn Knight, Long Beach Economic Development Commission
Dr. Larry Beeson, Loma Linda University, School of Public Health
Rhetta Alexander, Valley Interfaith Council
Daniel Morales, National Alliance for Human Rights
Kerry Doi, Pacific Asian Consortium in Employment
Dr. Monique Hernandez, California State University, Los Angeles
Woodie Rucker-Hughes, NAACP - Riverside Branch
Mary Figueroa, Riverside Community College
Donald Smith, 136th Street Block Club

MEMBERS ABSENT:

Manuel Arredondo, Coachella Valley School District, Retiree
Suzanne Bilodeau, Knott's Berry Farm
Rafael Yanez, Member of the Public
Dr. Jill Johnston, University of Southern California
Micah Ali, Compton Unified School District
Paul Choe, Korean Drycleaners & Laundry Association
Myron Hale, SLMQM
Maria Elena Kennedy, Quail Valley Task Force
Angelo Logan, Occidental College & East Yard Communities for Environmental Justice

OTHERS PRESENT:

David McNeill, BHC
Cody Rosenfield, Coalition for Clean Air

SCAQMD STAFF:

Dr. Phillip Fine, Deputy Executive Officer, Administration
Fabian R. Wesson, Assistant Deputy Executive Officer/Public Advisor
Nancy Feldman, Principal Deputy District Counsel, Legal
Daniela Arellano, Senior Public Information Specialist
Brandee Keith, Secretary

Agenda Item #1: Call to Order/Opening Remarks

Governing Board Member Dr. Joseph Lyou called the meeting to order at 12:00 PM and welcomed everyone to the meeting. Dr. Lyou gave a brief summary preview of the meeting's key agenda items including discussion of AB 617, refinery issues related to hydrofluoric acid, RECLAIM sunset, and efforts to implement the Air Quality Management Plan.

Prior to continuing, Dr. Lyou led a brief round of introductions of members of the EJAG and SCAQMD staff present.

Agenda Item #2: Approval of October 27, 2017 Meeting Minutes

The minutes for the October 27, 2017 meeting were approved with no objections.

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

Ms. Fabian Wesson reviewed the follow up and action items from the April 28th meeting.

Action Item: Ms. Mary Figueroa asked if it were possible for undocumented individuals to be acknowledged when defining EJ Communities.

- Staff concluded this would not be possible due to the difficulty in identifying and reviewing data pertaining to undocumented individuals, whose undocumented status by nature excludes participation in most record-keeping or data-gathering.

Action Item: Dr. Jill Johnston asked if staff could address cases in which air monitoring data had been requested but results were difficult to access. She suggested the partnership help environmental justice communities access data more readily. Dr. Lyou indicated that certain data regarding monitoring in Paramount had been made available to the public, but recognized this might not be the case across all monitoring efforts. Dr. Johnston requested monitoring data related to an oil-drilling site in Los Angeles.

- Staff followed up with Dr. Johnston, who indicated she wanted more information about the AllenCo Oil Drilling Site in Los Angeles near USC, which a few years ago prompted hundreds of complaints due to its emissions. Staff obtained monitoring data indicating levels of styrene showed a downward trend from 2014-2017. Annual levels of BTEX have been consistently below the MATES average, but the annual average of styrene remained above the MATES IV average from 2014-2016, but in 2017 dropped below the MATES IV average. Dr. Johnston was also referred to Jason Low for more information, and encouraged to submit a public records request as well.
- Dr. Lyou shared news that SCAQMD had begun work with contractors doing very "cutting-edge" work in air monitoring at oil wells, refineries, and other facilities. Studies have been completed and findings have been made available on the SCAQMD website.

Action Item: Mr. Kerry Doi expressed a request for SCAQMD to provide outreach materials and expand outreach efforts in a broader selection of languages.

- Staff followed up with Mr. Doi for his recommendation, and he suggested further outreach in Chinese, Korean, Cambodian, and Vietnamese. He noted that while spoken Chinese divides into two distinct dialects, written Chinese will help reach

speakers of either dialect as well as a third dialect which is spoken among some of the most affected communities. Mr. Doi's recommends that materials in Chinese will help SCAQMD reach approximately 80% of the Asian-American population in the LA Area (Mr. Doi spoke up to clarify that the 80% figure applied to those in the communities who do not speak English, rather than the Asian-American population as a whole). With Mr. Doi's recommendations as well as previous and ongoing efforts by staff, SCAQMD will continue to evaluate and pursue outreach efforts and materials in a wider array of languages.

Action Item: Fabian Wesson discussed the goals and objectives for 2018. Dr. Larry Beeson requested clarification as to whether those goals and objectives had been listed in a particular order or with any indication of priority. Dr. Lyou requested that staff clarify the items do not appear in any particular order. Dr. Beeson and Dr. Johnston requested that AB 617 be added to the list of goals and objectives, as well as include a note to specify that items do not appear in any particular order.

- Staff has updated the document showing the goals and objectives as requested.

Action Item: Mr. Daniel Morales reported that Assemblymember Elias Reyes Gomez convened a meeting on air quality in San Bernardino. The meeting was attended by universities and other local groups, including Dr. Philip Fine from SCAQMD. Mr. Morales further reported on a meeting held by Dr. Louis Gonzales of South Colton, regarding dust issues caused by a local cement plant. Mr. Morales requested that SCAQMD investigate the facility, and that staff attend Dr. Gonzales' next meeting on January 13th.

- Staff followed up with Victor Yip, from the Enforcement and Compliance department of SCAQMD, who reported there have been no new updates on the facility, and SCAQMD has not received new dust complaints from the community.

Agenda Item #4: Presentation on AB617 and the Community Identification Process

Dr. Phillip Fine delivered a presentation on the effects and implementation of AB 617.

- a. David McNeill inquired as to whether there would be penalties for failing to meet deadlines specified in the bill. Dr. Fine and Dr. Lyou agreed there was a significant potential for fines.
- b. Dr. Monique Hernandez inquired as to the ways in which communities would be identified, asking if it would involve factors such as census tracts or municipal boundaries, and whether or not the criteria had already been determined. Dr. Fine responded that the determining criteria had not yet been decided, and noted several data sets which might be relevant. Staff has been working on ways to determine eligible communities, including proximity to sources or environmental hazards, and going into the communities themselves to survey the needs of individual areas.
- c. Mary Figueroa expressed concern that many members of affected communities may not be aware of the environmental problems in their areas, or that the

outreach materials and presentations may not be as easily understood by the average layman. She noted that education and awareness to these communities must be a priority. Dr. Lyou acknowledged the priority of having informed communities. He also acknowledged “bad land use decisions”, but that AB 617 focused on the issues of cumulative environmental impacts and ongoing situations.

- d. Professor Lawrence Beeson asked whether there was a central listing of available technologies, and who has final say as to the definition of “best” (as in “best possible technologies”). Dr. Fine replied that there was no complete index, but that the legislation requires one to be compiled. As to the definition of “best available control technologies”, Dr. Fine explained that the process to define “best” is left to the boards, who may take different matters into consideration when assessing what is best for their needs and communities.
- e. David McNeill asked how one would nominate a community to become involved in the program. Dr. Fine responded that the process was currently being determined and the state would release white papers in the near future. Mr. McNeill also voiced his support of education and awareness to be taken to consideration. Dr. Lyou mentioned Karen Pagliano as the head of the decision-making process at the state level.
- f. Mr. Doi pointed out a large number of angry residents attending the refinery meeting held on 1/20, concerned about hydrofluoric acid on their communities. He asked about the accuracy of SCAQMD’s monitors and whether they monitored for Hydrofluoric Acid. Dr. Fine explained that HF is not typically monitored except in the case of a specific incidence, but that in the aftermath of the HF concerns in local residents, more monitors had been implemented to detect HF. Additionally, rule-making had recently been passed to require further fence-line monitoring in the future.
- g. Mr. Doi next asked about the use of Cal EnviroScreen program and whether it scanned for compounds more appropriate to rural areas. He suggested the use of EPA Screen instead which might detect more appropriate compounds to local areas. Dr. Fine explained that the EJ Screen program used by SCAQMD differs from Cal EnviroScreen in being a relative, “extra-impact” model that analyzes information differently. He confirmed the plans in using any of the screening tools would be to utilize them on an “in-district” basis, focusing on data and information pertinent to the communities within SCAQMD’s jurisdiction and area of interest, and that information could be drawn from multiple tools to establish more accurate analysis.
- h. Daniel Morales asked for a rough idea of a timeline regarding the nomination criteria for program participants. Dr. Fine explained that the first criteria would start to become available in coming months, with a deadline of October. Mr. Morales asked for clarification on whether CARB was expected to compile a database of agencies by January 1st, 2017, which Dr. Fine acknowledged may have been a mistake. Mr. Morales additionally asked about action plans for implementation of the program. Dr. Fine explained that once monitoring and analysis went into effect, detailed action plans would be developed based on the needs of the individual communities.

- i. Evelyn Knight asked whether or not the terms “community” and “area” referred to the same locations. Dr. Fine acknowledged that for the purposes of today’s discussion the terms would indicate the same locations, because as of the meeting date the criteria for defining areas or communities had not been determined.
- j. Ms. Knight additionally asked about marijuana smoke and whether or not it would be addressed by the same legislation or considered a source which SCAQMD might be able to regulate. Dr. Fine replied that the subject of marijuana smoke and SCAQMD’s regulatory authority on the matter still needed clarification, but that the matter was in the process of being determined.
- k. Rhetta Alexander asked how improvements would be measured. Dr. Fine replied that CARB would define measurable goals and impact assessments, but that metrics of improvement could be measured in several ways, to be determined by the individual plans.
- l. Ms. Woodie Rucker-Hughes asked if SCAQMD had “best practices” defined in terms of needs assessment, education, and outreach to communities. Dr. Fine described the plan as a community effort including local governments, businesses, community groups, education groups, etc. Dr. Lyou described past efforts and the results which had been achieved before. Dr. Fine also mentioned the implementation of some pilot programs which appeared to be successful.
- m. Mr. McNeill asked what sort of grants would be available in conjunction with the program. Dr. Fine pointed out many grant funds were earmarked for current programs, but that further rounds of funding could lead to adjustment of goals and funds, to aid upcoming projects and organizations. A current SCAQMD Request for Proposals makes certain district monies available to address issues such as stationary source projects, and success with this and similar projects could lead to more such funding in the future. Dr. Lyou added a note that the funding bill made certain monetary awards available for local and community-based organizations as well.
- n. Mr. Donald Smith described a situation in his area in regards to street sweeping in his area sending particulates into the air and asked if there had been any assessment of the components of asphalt and air quality effects of street sweeping. Dr. Fine pointed out that street sweeping operations were already under scrutiny by SCAQMD. Dr. Lyou added there might be new avenues of data analysis available with current monitoring technologies.
- o. Monique Hernandez asked if SCAMD were involved in data exchange with agencies such as the California Environmental Public Health Tracking Network. Dr. Fine confirmed that SCAQMD has shared enforcement and violation information with other agencies as pertinent to their areas and jurisdictions. Dr. Lyou also pointed out the information is also available via public record request.
- p. Ms. Daniela Arellano asked if the money stated in the presentation already accounted for the \$100M granted in funding to SCAQMD, and Dr. Fine confirmed it did.
- q. Dr. Lyou opened the floor to public comment on the matter. None were shared. Dr. Lyou stated the subject of AB 617 would continue to be revisited in the future.

****The meeting adjourned for a 15-minute break****

Agenda Item #5: EJAG Accomplishments of 2017 (Wesson)

Fabian opened the floor to questions regarding the accomplishments of 2017. Members were provided with a 2-page document outlining those accomplishments.

- Marc Carrel was remembered for his service to the EJAG group before leaving SCAQMD to take the Executive Officer position at BreatheLA.
- Fabian introduced Brandee Keith, who is taking over responsibilities as secretary for EJAG and EJCP projects.

Agenda Item #6: Member Updates

Citing the importance of understanding the significant events and developments within our communities, Dr. Lyou asked Ms. Evelyn Knight to share a recent article regarding the community in Alabama where she'd been raised, called Africatown, established by emancipated slaves, and the discovery of the slave ship which had originally brought them from Africa.

Agenda Item #7: Other Business

None offered

Agenda Item #8: Public Comment

None offered

Agenda Item #9: Next Meeting was set for Friday, April 20th, 2018

Dr. Lyou adjourned the meeting at 2:00 pm