



South Coast Air Quality Management District

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

ADMINISTRATIVE COMMITTEE MEETING

Committee Members

Chair Vanessa Delgado, Committee Chair
Councilmember Michael Cacciotti, Vice Chair
Board Member Gideon Kracov
Supervisor V. Manuel Perez

June 9, 2023 ♦ 10:00 a.m.

TELECONFERENCE LOCATION

Office of Supervisor V. Manuel Perez
73710 Fred Waring Drive
Suite 222
Palm Desert, CA 92260

A meeting of the South Coast Air Quality Management District Administrative Committee will be held at 10:00 a.m., on Friday, June 9, 2023 through a hybrid format of in-person attendance in the Dr. William A. Burke Auditorium at the South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, and remote attendance via videoconferencing and by telephone. Please follow the instructions below to join the meeting remotely.

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

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

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION AT BOTTOM OF AGENDA

Join Zoom Webinar Meeting - from PC or Laptop

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

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

Teleconference Dial In

+1 669 900 6833

One tap mobile

+16699006833,93760468442#

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

PUBLIC COMMENT WILL STILL BE TAKEN

AGENDA

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

CALL TO ORDER

- Roll Call

DISCUSSION ITEMS – Items 1 through 7:

1. Board Members' Concerns (***No Motion Required***)
Any member of the Governing Board, on his or her own initiative may raise a concern to the Administrative Committee regarding any South Coast AQMD items or activities. Chair Vanessa Delgado
Committee Chair
2. Chair's Report of Approved Travel (***No Motion Required***) Chair Delgado pg. 2
3. Report of Approved Out-of-Country Travel (***No Motion Required***) Wayne Nastri
Executive Officer
4. Review August 4, 2023 Governing Board Agenda Wayne Nastri pgs. 6-14
5. Approval of Compensation for Board Member Assistant(s)/
Consultant(s) (Any material, if submitted, will be distributed at the
meeting.) (***Motion Requested if Proposal Made***) Chair Delgado pgs. 15-17
6. Update on South Coast AQMD Inclusion, Diversity and Equity
Efforts (***No Motion Required***)
*Staff will provide an update on current and future efforts for our
internal processes and programs.* Cessa Heard-Johnson, pgs. 18-25
PhD, Diversity, Equity
and Inclusion Officer
7. Pre-Audit Conference (Presenter: Kenneth Pun, Managing Partner)
(***No Motion Required***)
*South Coast AQMD's auditing firm, The Pun Group LLP, will
present an outline of the financial statement audit for Fiscal Year
2022-2023.* Sujata Jain
Chief Financial Officer,
Finance
8. Status Report on Major Ongoing and Upcoming Projects for
Information Management (***No Motion Required***)
*Information Management is responsible for data systems
management services in support of all South Coast AQMD
operations. This action is to provide the monthly status report on
major automation contracts and planned projects.* Ron Moskowitz pgs. 26-32
Chief Information Officer,
Information Management

ACTION ITEMS:

None.

WRITTEN REPORT:

None.

OTHER MATTERS:

9. Other Business Chair Delgado
Any member of the Committee, or its staff, on his or her own initiative or in response to questions posed by the public, may ask a question for clarification, may make a brief announcement or report on his or her own activities, provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter, or may take action to direct staff to place a matter of business on a future agenda. (Govt Code Section 54954.2)
10. Public Comment
At the end of the regular meeting agenda, an opportunity is provided for the public to speak on any subject within the Committee's authority that is not on the agenda. Speakers may be limited to three (3) minutes total.
11. **Next Meeting Date:** Friday, August 11, 2023 at 10:00 a.m.

ADJOURNMENT

Americans with Disabilities Act and Language Accessibility

Disabilities and language-related accommodations can be requested to allow participation in the Administrative Committee meeting. The agenda will be made available, upon request, in appropriate alternative formats to assist persons with a disability (Gov't Code Section 54954.2(a)). In addition, other documents may be requested in alternative formats and languages. Any disability or language-related accommodation must be requested as soon as practicable. Requests will be accommodated unless providing the accommodation would result in a fundamental alteration or undue burden to the South Coast AQMD. Please contact Cindy Bustillos at (909) 396-2377 from 7:00 a.m. to 5:30 p.m., Tuesday through Friday, or send the request to cbustillos@aqmd.gov.

Document Availability

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

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION

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

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

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

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

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

If interpretation is needed, more time will be allotted.

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

Directions for Video ZOOM on a DESKTOP/LAPTOP:

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

Directions for Video Zoom on a SMARTPHONE:

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

Directions for TELEPHONE line only:

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

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT**EXECUTIVE OFFICE****MEMORANDUM**

DATE: June 9, 2023
TO: Administrative Committee
FROM: Wayne Natri, Executive Officer
SUBJECT: Report of Travel

The following is a report of Chair approved travel:

| DATE | TRAVELER | DESTINATION | PURPOSE |
|-----------------|----------------------------|---------------|---|
| May 24-25, 2023 | Board Member Gideon Kracov | Riverside, CA | Board Member Kracov attended the CARB meeting as the South Coast AQMD Board representative. |

There is no upcoming staff out-country travel.



South Coast Air Quality Management District

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

5/31/23 –9:00 a.m.

DRAFT A G E N D A

HYBRID GOVERNING BOARD MEETING August 4, 2023

A meeting of the South Coast Air Quality Management District Board will be held at 9:00 a.m. on Friday, August 4, 2023 through a hybrid format of in-person attendance in the Dr. William A. Burke Auditorium at the South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, and/or virtual attendance via videoconferencing and by telephone. Please follow the instructions below to join the meeting remotely.

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

| | |
|---|---|
| <p>Electronic Participation Information (Instructions provided at the bottom of the agenda)</p> | <p>Join Zoom Meeting - from PC, Laptop or Phone https://scaqmd.zoom.us/j/93128605044 Meeting ID: 931 2860 5044 (applies to all) Teleconference Dial In +1 669 900 6833 or +1 253 215 8782 One tap mobile +16699006833,,93128605044# or +12532158782,,93128605044#</p> <p>Spanish Language Only Audience (telephone) Número Telefónico para la Audiencia que Habla Español Teleconference Dial In/Numero para llamar: +1 669 900 6833 Meeting ID/Identificación de la reunión: 932 0955 9643 One tap mobile: +16699006833,,93209559643#</p> |
| <p>Public Comment Will Still Be Taken</p> | <p>Audience will be allowed to provide public comment in person and through Zoom connection or telephone. Phone controls for participants: The following commands can be used on your phone’s dial pad while in meeting: *6 (Toggle mute/unmute); *9 - Raise hand</p> |
| <p>Questions About an Agenda Item</p> | <ul style="list-style-type: none"> ▪ The name and telephone number of the appropriate staff person to call for additional information or to resolve concerns is listed for each agenda item. ▪ In preparation for the meeting, you are encouraged to obtain whatever clarifying information may be needed to allow the Board to move expeditiously in its deliberations. |
| <p>Meeting Procedures</p> | <ul style="list-style-type: none"> ▪ The public meeting of the South Coast AQMD Governing Board begins at 9:00 a.m. The Governing Board generally will consider items in the order listed on the agenda. However, <u>any item</u> may be considered in <u>any order</u>. ▪ After taking action on any agenda item not requiring a public hearing, the Board may reconsider or amend the item at any time during the meeting. |

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

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A webcast of the meeting is available for viewing at:

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

CALL TO ORDER

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

Staff/Phone (909) 396-

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

CONSENT AND BOARD CALENDAR (Items X through XX)

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

Items X and X – Action Items/No Fiscal Impact

| | | |
|--------|---------------------------------|--------------------|
| 11936. | Approve Minutes of June 2, 2023 | Thomas/3268 |
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| 12118. | Set Public Hearings September 1, 2023 to Consider Adoption of and/or Amendments to South Coast AQMD Rules and Regulations: | Nastri/3131 |
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| 12112. | <p>Certify Final Environmental Assessment for Proposed Amended Rule 1178 – Further Reductions of VOC Emissions from Storage Tanks at Petroleum Facilities, and Amend Rule 1178</p> <p>Proposed Amended Rule 1178 will establish enhanced leak detection and repair requirements and more stringent control requirements including the installation of domes on tanks that store crude oil, additional seals for internal floating roofed tanks, and a higher control efficiency requirement for emission control systems. The proposed amended rule will also include provisions for true vapor pressure testing and will update reporting and recordkeeping requirements. This action is to adopt the Resolution: 1) Certifying the Final Environmental Assessment for Proposed Amended Rule 1178 – Further Reductions of VOC Emissions from Storage Tanks at Petroleum Facilities, and 2) Amending Rule 1178 – Further Reductions of VOC Emissions from Storage Tanks at Petroleum Facilities. (Reviewed: Stationary Source Committee, June 16, 2023)</p> | Krause/2706 |
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| 12117. | <p>Determine that Proposed Amended Rule 1405 – Control of Ethylene Oxide Emissions from Sterilization and Related Operations, is exempt from CEQA; and Amend Rule 1405</p> <p>Proposed Amended Rule 1405 establishes new and enhanced control and monitoring requirements to further reduce stack and fugitive ethylene oxide emissions from sterilization operations. Proposed Amended Rule 1405 includes monitoring, reporting, and recordkeeping. Proposed Amended Rule 1405 also includes requirements such as inventory tracking, monitoring and reporting provisions for certain large warehouses receiving materials sterilized by ethylene oxide. This action is to adopt the Resolution: 1) Determining that Proposed Amended Rule 1405 – Control of Ethylene Oxide Emissions from Sterilization and Related Operations is exempt from the requirements of the California Environmental Quality Act; and 2) Amending Rule 1405 – Control of Ethylene Oxide Emissions from Sterilization and Related Operations. (Reviewed: Stationary Source Committee, April 21, 2023 and June 16, 2023)</p> | Krause/2706 |
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Item X – Budget/Fiscal Impact

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| 11958. | Approve Contract Modifications as Approved by MSRC | McCallon |
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Items X through X – Information Only/Receive and File

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| 11910. | <p>Legislative, Public Affairs and Media Report</p> <p>This report highlights the May and June 2023 outreach activities of the Legislative, Public Affairs and Media Office, which includes: Major Events, Community Events/Public Meetings, Environmental Justice Update, Speakers Bureau/Visitor Services, Communications Center, Public Information Center, Business Assistance, Media Relations and Outreach to Business and Federal, State and Local Government. (No Committee Review)</p> | Alatorre/3122 |
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| 11877. | <p>Hearing Board Report</p> <p>This reports the actions taken by the Hearing Board during the period of May 1 through June 30, 2023. (No Committee Review)</p> | Verdugo-Peralta |
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| 12013. | Civil Filings and Civil Penalties Report This report summarizes monthly penalties and legal actions filed by the General Counsel's Office from April 1, 2023 through April 30, 2023. An Index of South Coast AQMD Rules is attached with the penalty report. (Reviewed: Stationary Source Committee, May 19, 2023) | Gilchrist/3459 |
| 11888. | Lead Agency Projects and Environmental Documents Received This report provides a listing of CEQA documents received by South Coast AQMD between May 1, 2023 and June 30, 2023, and those projects for which South Coast AQMD is acting as lead agency pursuant to CEQA. (Reviewed: Mobile Source Committee, June 16, 2023 for the May 1 to May 31, 2023 portion of the report; the June 1 to June 30, 2023 portion of the report had no committee review) | Krause /2706 |
| 11842. | Rule and Control Measure Forecast This report highlights South Coast AQMD rulemaking activities and public hearings scheduled for 2023. (No Committee Review) | Rees/2856 |
| 12094. | Status Report on Major Ongoing and Upcoming Projects for Information Management Information Management is responsible for data systems management services in support of all South Coast AQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects. (Reviewed: Administrative Committee, May 12, 2023) | Moskowitz/3329 |

Items XX through XX -- Reports for Committees and CARB

Note: The June 16, 2022 meeting of the Technology Committee was cancelled. The next regular meeting of the Technology Committee is August 18, 2022.

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| 11947. | Administrative Committee (Receive & File) | Chair: Delgado | Nastri/3131 |
| 12090. | Investment Oversight (Receive & File) | Chair: Cacciotti | Jain/2804 |
| 11899. | Legislative Committee | Chair: Cacciotti | Alatorre/3122 |
| 11852. | Mobile Source Committee (Receive & File) | Chair: Kracov | Rees/2856 |
| 11926. | Stationary Source Committee (Receive & File) | Chair: McCallon | Aspell/2491 |

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| 11980. | Mobile Source Air Pollution Reduction Review Committee (Receive & File) | Board Rep: Hagman | Katzenstein/2219 |
| 11866. | California Air Resources Board Monthly Report (Receive & File) | Board Rep: Kracov | Thomas/3286 |
| XX. | <u>Items Deferred from Consent and Board Calendar</u> | | |

STAFF PRESENTATION/BOARD DISCUSSION/RECEIVE AND FILE

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| 12110. | <p>Workplan for Permitting Enhancement Program (Presentation In Lieu of Board Letter)</p> <p>Staff will present the Workplan to implement the Permitting Enhancement Program, which is one of the Chair’s priorities. Based on feedback received from the Board at the May 5, 2023 meeting, this Workplan will provide a comprehensive look at the current permit application inventory, identify challenges to timely permit issuance, set division-wide goals to address the timely processing of incoming applications and the aged applications, provide solutions and request resources needed to overcome current and future permit processing challenges. (No Committee Review)</p> | Aspell/2491 |
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PUBLIC HEARINGS

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| 12080. | <p>Determine That Proposed Amended Rule 1153.1– Emissions of Oxides of Nitrogen from Commercial Food Ovens, Is Exempt from CEQA and Amend Rule 1153.1</p> <p>Proposed Amended Rule 1153.1 applies to RECLAIM and non-RECLAIM facilities and is being amended to update NOx emission limits to reflect BARCT and to establish future effective dates for zero-emission limits for certain categories of commercial food ovens. The proposed amendments also update and clarify rule provisions and the rule structure and includes an alternative compliance schedule plan for zero-emission limits. This action is to adopt the Resolution: 1) Determining that Proposed Amended Rule 1153.1 – Emissions of Oxides of Nitrogen from Commercial Food Ovens, is exempt from the requirements of the California Environmental Quality Act; and 2) Amending Rule 1153.1 – Emissions of Oxides of</p> | Krause/2706 |
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| | Nitrogen from Commercial Food Ovens. (Reviewed: Stationary Source Committee, June 16, 2023) | |
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| 12119. | <p>Determine That Proposed Amended Rule 2202 – On-Road Motor Vehicle Options, Is Exempt from CEQA and Amend Rule 2202</p> <p>Proposed Amended Rule 2202 will require limited new reporting from large employers already covered by the existing rule, as well as minor administrative updates. The new reporting will inform a potential new rule amendment that would be developed beginning in 2024. This action is to adopt the Resolution: 1) Determining that Proposed Amended Rule 2202 – On-Road Motor Vehicle Options, is exempt from the requirements of the California Environmental Quality Act, and 2) Amending Rule 2202 – On-Road Motor Vehicle Options. (Reviewed: Mobile Source Committee, May 19, 2023)</p> | MacMillan/3244 |
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BOARD MEMBER TRAVEL – (No Written Material)

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

CONFLICT OF INTEREST DISCLOSURE – (No Written Material)

CLOSED SESSION -- (No Written Material)

Gilchrist/3459

ADJOURNMENT

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

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

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

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

ACRONYMS

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

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For language interpretation:

Click the interpretation Globe icon at the bottom of the screen
Select the language you want to hear (either English or Spanish)
Click "Mute Original Audio" if you hear both languages at the same time.

Para interpretación de idiomas:

Haga clic en el icono de interpretación el globo terráqueo en la parte inferior de la pantalla
Seleccione el idioma que desea escuchar (inglés o español)
Haga clic en "Silenciar audio original" si escucha ambos idiomas al mismo tiempo.

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

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

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

Directions to provide public comment via TELEPHONE:

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

Directions for Spanish Language TELEPHONE line only:

- The call in number is the same (+1 669 900 6833)
- The meeting ID number is 932-0955-9643
- If you would like to make public comment, please dial *9 on your keypad to signal that you would like to comment.

Instrucciones para la línea de TELÉFONO en español únicamente:

- El número de llamada es el mismo (+1 669900 6833 o +1 93209559643)
- El número de identificación de la reunión es 932-0955-9643
- Si desea hacer un comentario público, marque *9 en su teclado para indicar que desea comentar.

Agenda Item #5

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

**Administrative Committee Meeting
June 9, 2023**

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on June 9, 2023 From: Chair Vanessa Delgado

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective June 1, 2023 and ending June 30, 2023

Candidate Information

Name: Sandra Hernandez

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

Proposed Capacity (check one)

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

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

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

Proposed Scope of Duties (check one)

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

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

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

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

Proposed Rate of Compensation (fill in all blanks)

\$ 3,750.00 per month for June 1, 2023 through June 30, 2023, up to a maximum payable during the contract period not to exceed \$3,750.00

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:

Assistant (employee) Consultant (employee) Consultant (independent contractor)

By for the Administrative Committee

cc: Human Resources

Rev. 6/2/23

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on June 9, 2023 From: Chair Vanessa Delgado

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective July 1, 2023 and ending June 30, 2024

Candidate Information

Name: Sandra Hernandez

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

Proposed Capacity (check one)

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

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

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

Proposed Scope of Duties (check one)

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

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

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

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

Proposed Rate of Compensation (fill in all blanks)

\$ 3,750.00 per month for July 1, 2023 through June 30, 2024, up to a maximum payable during the contract period not to exceed \$45,000.00

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:

Assistant (employee) Consultant (employee) Consultant (independent contractor)

By for the Administrative Committee

cc: Human Resources

Rev. 6/2/23

Administrative Committee

Friday, June 09, 2023

Dr. ANISSA CESSA HEARD-JOHNSON

Deputy Executive Officer

Diversity, Equity, and Inclusion with Community Air Programs

ahheard-johnson@aqmd.gov



FABULOUS FEMALE FRIDAY

Dr. Haunani-Kay Trask

October 3, 1949 – July 3, 2021

Scholar, Poet, and Activist

- Regarded as a co-founder on the field of Hawaiian Studies
- In 1986, she became the first tenured professor in Hawaiian studies at the University of Hawai'i at Mānoa
 - Founding Director of the Kamakakūokalani Center at the University
- Her unapologetically bold rhetoric created spaces for Hawaiians and Indigenous peoples to identify proudly as native people
- Lead activist in resisting imperialism and colonialism in Hawai'i and raising political consciousness for those throughout the Pacific
- *Notes from a Native Daughter: Colonialism and Sovereignty in Hawaii (1993) discusses the intersection of "the isms" and Native Hawaiian rights*
 - Including colonialism, imperialism, tourism, racism, sexism



South Coast
AQMD

Infographics

Asian, Asian American, Pacific Islander Heritage Month

We commemorate and celebrate all people of Asian and Pacific Island descent and their contributions to society. Asian and Pacific is a broad term that encompasses all of the Asian continent and the Pacific Islands of Melanesia, Micronesia, and Polynesia (see below). The Office of Diversity, Equity, and Inclusion invites you to learn and share these Asian, Asian American, Pacific Islander Heritage Month resources.

| Melanesia | Micronesia | Polynesia |
|---|--|---|
| New Guinea, New Caledonia, Vanuatu, Fiji, and the Solomon Islands | Marshall, Guam, Wake Islands, Palau, Marshall Islands, Kiribati, Nauru, and the Federated States of Micronesia | New Zealand, Hawaiian Islands, Tokelau, Pitcairn Islands, Samoa, American Samoa, Tonga, Tuvalu, Cook Islands, French Polynesia, and Easter Island |

COMMEMORATION ORIGIN

In 1976, New York Representative Frank Horton introduced the House Joint Resolution, 1007 proposing that the President should proclaim a week in May as "Asian/Pacific American Heritage Week". The joint resolution was signed by President Jimmy Carter on October 5, 1976 amending the proclamation for seven day period beginning on May 4, 1977. In 1992, the observance was expanded to the entire month of May by Congress. May was chosen in order to commemorate the immigration of the first Japanese into the United States on May 7, 1843 and the anniversary of the completion of the transcontinental railroad on May 10, 1869.

2023 IMPACT SPOTLIGHT

Larry Illing

October 25, 1913 - February 8, 1977
Filipino American Labor and Civil Rights Leader

Larry Illing played a central role in the founding of the United Farm Workers (UFW) union. Along with the Agricultural Workers Organizing Committee, he led 1,500 Filipino farm workers on strike against the grape growers in Delano, CA. In partnership with Cesar Chavez and Dolores Huerta, a united front was created between the Filipino and Mexican farmworkers, ultimately leading to the creation of the UFW in 1967.

Chanchanit Martorell

Thai Activist Educator and Urban Planner



In 1994, Martorell founded the Thai Community Development Center to improve the lives of Thai immigrants promoting cultural adjustment and economic self-sufficiency in Los Angeles. Martorell is most known for her work on several major human rights cases involving thousands of Thai human trafficking victims, a cause she continues to be a leading advocate for³.

Sean Miyashiro

May 28, 1981
Japanese, Korean American Media Executive



San Jose native Miyashiro created 88rising, an Asian art and music company seeking to elevate the voice of Asian and Asian-American artists to the limitless audience of the Internet. Miyashiro believes that music is the gateway to understand people better and hopes 88rising continues to support the Asian American community⁴.

Dr. Flossie Wong-Staal

August 27, 1947 - July 8, 2020
Chinese American Biologist and Virologist



Dr. Flossie Wong-Staal was a major figure in the discovery of the human immunodeficiency virus (HIV) and the first to clone HIV. In 1973, she became a scientist at National Institute of Health with many big successes including research that proved human retro-viruses can be carcinogenic and found variations of HIV that would later be used to create HIV treatments⁵.

CULTURAL RESOURCES


Art and History

Chinese American Museum - Downtown Los Angeles, CA



The Chinese American Museum is located in the oldest and last surviving structure of Los Angeles' original Chinatown. The museum seeks to foster a deeper understanding and appreciation for America's diverse heritage through research and preservation of the cultural history of Chinese Americans⁶.

Martial Arts History Museum - Burbank, CA



The Martial Arts History Museum is designed as an Asian educational, cultural, and artistic experience. The museum showcases how martial arts played a significant role in the culture and history of different Asian countries⁷.

Pacific Island Ethnic Art Museum - Long Beach, CA



The Pacific Island Ethnic Art Museum seeks to amplify the collective wisdom of the Pacific Island people of Oceania (Micronesia, Melanesia, Polynesia) through educational programs, permanent and rotating exhibits, and living arts⁸.

Asian, Asian American, Pacific Islander Heritage Month
[Click to view entire infographic](#)

FABULOUS FEMALE FRIDAYS

Asian, Asian American, Pacific Islander
Heritage Month Edition



May 2023

May 26, 2023 | Diversity, Equity, and Inclusion
diversityequityinclusion@aqmd.gov



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Employee Resource Groups (ERG) – May Updates



Ongoing issues of global and local social injustice

- HALOS: Shared information about Title 42 as a social justice issue

Agencywide Event/Activity/Resource Planning

- BEROC: Juneteenth
- Persian ERG: Mehregan
- API+: Speaker event

Individual Bimonthly meeting with DEI team and each ERG

All ERG Membership Meeting 5th Friday in June

DEI/ERG Workgroups – May 2023

ERG Engagement/Retention (1st Wednesday of the month)

- Defined requirements for individual ERG Meet and Greet/Teambuilding events
- Developing template agenda for ERG Meet and Greet/Teambuilding events
- Discussion for standardizing staff recognitions hopefully through AirNet (retiree section, employee milestones)
- ERG peer mentoring workshops like resume building

ERG Leadership Development (2nd Wednesday of the month)

- Development of Intra ERG Mentorship Resources in progress
- ERG Officer Transition

ERG Recruitment/Onboarding (3rd Wednesday of the month)

- Developing annual survey of ERGs to identify best practices
- Landing pages for ERGs and information for new hires about ERGs
- Potential "Club Rush" event for ERGs

Outreach [Community & Educational Equity Organizations] (4th Wednesday of the month)

- Draft of database of professional groups (i.e. Society for Hispanic Professional Engineers, National Society of Black Engineers) completed.
- Draft of portal for contact submissions developed

Statewide DEI Updates – May 2023

Statewide DEI discussions

- Title VI – Review of Compliance
- Translation Services and Practices

South Coast AQMD hosting a Statewide DEI practitioners In person meeting

- Monday June 26 - Tuesday, June 27

CAPCOA Spring Membership Meeting DEI/EJ Panel

- Outcome: to address the statewide diversity of AQMDs to better identify individual issues that need to be addressed, resources needed to assist and focusing the scope of the newly formed Ad Hoc EJ/DEI Working Group.



Any
Questions?

BOARD MEETING DATE: August 4, 2023

AGENDA NO.

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

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

COMMITTEE: Administrative, June 9, 2023, Reviewed

RECOMMENDED ACTION:
Receive and file.

Wayne Natri
Executive Officer

RMM:MAH:XC:dc

Background

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

Summary of Report

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

Attachment

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

ATTACHMENT
August 4, 2023 Board Meeting
Status Report on Major Ongoing and Upcoming Projects for
Information Management

| Project | Brief Description | Estimated Project Cost | Completed Actions | Upcoming Milestones |
|-----------------------------------|--|-------------------------------|---|--|
| AQ-SPEC Cloud Platform Phase 2 | Integrate separate data systems into the AQ-SPEC cloud-based platform to manage data and build interactive data visualizations and data dashboards for web-based viewing | \$313,350 | <ul style="list-style-type: none"> • Project Charter released • Task Order issued, evaluated, and awarded • Project kickoff completed • Requirements gathering completed • Fit Gap and data storage analysis completed • Architecture and functional design completed • Work Plan development for Phase 2 completed • Dashboard designs approved • Discovery Phase completed • Proposal for implementation phase received • System Architecture verified | <ul style="list-style-type: none"> • System development in progress |
| PeopleSoft Electronic Requisition | This will allow submittal of requisitions online, tracking multiple levels of approval, electronic archival, pre-encumbrance of budget, and streamlined workflow | \$75,800 | <ul style="list-style-type: none"> • Project Charter released • Task Order issued, evaluated, and awarded • Requirements gathering and system design completed • System setup and code development, and User Acceptance Testing for Information Management completed • System setup and code development, and User Acceptance Testing completed for Administrative and Human Resources, and Technology Advancement Office completed | <ul style="list-style-type: none"> • Deploy to IM and AHR divisions • Training and Integrated User Testing for other divisions |

| Project | Brief Description | Estimated Project Cost | Completed Actions | Upcoming Milestones |
|--------------------------------------|---|------------------------|---|--|
| Permitting System Automation Phase 2 | Enhanced Web application to automate filing of permit applications, Rule 222 equipment and registration for IC engines; implement electronic permit folder and workflow for staff | \$525,000 | <ul style="list-style-type: none"> • Board approved initial Phase 2 funding December 2017 • Board approved remaining Phase 2 funding October 5, 2018 • Completed report outlining recommendations for automation of Permitting Workflow • Developed application submittals and form filing for first nine of 32 400-E forms • Completed application submittals and form filing for 23 types of equipment under Rule 222 for User Testing • Deployed to production of the top three most frequently used Rule 222 forms: Negative Air Machines, Small Boilers and Charbroilers • Deployment to stage of Phase 2 additional 12 400-E-XX forms completed • Deployed to production of three additional Rule 222 forms (Tar Pots, Cooling Towers, and Power Washers) • Deployment to production of eight additional Rule 222 forms (Food Ovens, Storage of Odorants, Equipment Used to Store Aqueous Urea Solutions, Asphalt Day Tanker, Asphalt Pavement Heater, Diesel Fueled Boiler, Micro Turbines, and Portable Diesel Fueled Heater) completed. • Deployment to production of the Emergency Internal Combustion Engine (EICE) application completed. | <ul style="list-style-type: none"> • Requirements gathering for Phase 3 of the project (final twelve 400-E-XX forms) • Complete User Acceptance Testing and deployment to production of Phase 1 of the project (first ten 400-E-XX forms) • Complete User Acceptance Testing and deployment to production of next set of Rule 222 forms |

| Project | Brief Description | Estimated Project Cost | Completed Actions | Upcoming Milestones |
|--|--|------------------------|---|---|
| Warehouse Indirect Source Rule Online Reporting Portal | Development of online reporting portal for Rule 2305 – Warehouse Indirect Source | \$250,000 | <ul style="list-style-type: none"> • Task Order issued • Deployed Phase 1.1 – Warehouse Operations Notification Submittal • Deployed Phase 1.2 – Warehouse Operations Notification Evaluation • Deployed Phase 2 – Early Annual WAIRE Report (EAWR), Initial Site Information Report (ISIR), full Annual WAIRE Report (AWR) • Deployed Phase 3– Final Annual WAIRE Report | <ul style="list-style-type: none"> • Phase 4 Enhancements |
| Carl Moyer Program GMS | Development of simplified and streamlined Online Grant Management System (GMS) Portal for Carl Moyer Program | \$116,275 | <ul style="list-style-type: none"> • Task Order issued • Phase 1 completed and approved by stakeholder • Solicitation for On-Road projects opened to public • Phase 2 – tasks module enhancement User Acceptance Testing completed • Phase 2 – 30-day Letter User Acceptance Testing for completed • Phase 2 – Clean Air Reporting Log (CARL) Import for Off-Road and On-Road projects User Acceptance Testing completed • Application Status Tracking User Acceptance Testing completed • Evaluation – Messages Module User Acceptance Testing completed • Carl Moyer Program – PA2023-04 opened • Phase 2 – management reports – User Acceptance Testing completed | <ul style="list-style-type: none"> • Phase 2 – Calculations Module and Inspection Module development in progress • Phase 3 – Planning for Phase 3 |

| Project | Brief Description | Estimated Project Cost | Completed Actions | Upcoming Milestones |
|---|---|------------------------|---|---|
| Agenda Tracking System | Develop new Agenda Tracking System for submittal, review and approval of Governing Board meeting agenda items | \$250,000 | <ul style="list-style-type: none"> • Project initiation completed • Task order issued • Project planning completed • Vision and Scope completed • Task order issued • Project Kick-off completed | <ul style="list-style-type: none"> • System Architecture design in progress |
| PeopleSoft HCM (Human Capital Management) upgrade | Upgrade PeopleSoft HCM product to latest tools and image level to maintain regulatory and functional support | \$180,000 | <ul style="list-style-type: none"> • Project initiation completed • Task order issued • System assessment completed • Customization assessment completed • Installation certification completed • Data migration completed | <ul style="list-style-type: none"> • User Acceptance Testing |
| Source Test Tracking System (STTS) | Online STSS will keep track of timelines and quantify the number of test protocols and reports received. System will provide an external online portal to submit source testing protocols and reports, track the review process, and provide integration to all other business units. It will also provide an external dashboard to review the status of a submittal. | \$250,000 | <ul style="list-style-type: none"> • Project initiation completed • Task Order issued • Project kickoff completed • User requirements gathering for internal users completed • Developed full business process model • Developed screens mock-ups • Reviewed proposed automation with EQUATE Working Group completed • Completed development of all Sprints 1 through 8 • Completed overview of development progress to EQUATE Working Group. • Deploy updated STTS Data Model and move application to stage completed • Internal and external orientation/training for testers completed • Development of all modifications identified by users completed. | <ul style="list-style-type: none"> • Complete User Acceptance Testing of STTS Portal in stage environment • Complete testing of STTS Portal with regulated community volunteers • Deploy STTS Portal to production |

| Project | Brief Description | Estimated Project Cost | Completed Actions | Upcoming Milestones |
|------------------------------------|---|-------------------------------|--|--|
| Compliance System | Develop new Compliance System to help streamline the compliance business process | \$450,000 | <ul style="list-style-type: none"> • Project initiation • High level requirement gathering completed • Task order issued | <ul style="list-style-type: none"> • Detailed requirement gathering |
| Website Upgrade | Upgrade the Website Content Management System to latest version | \$100,000 | <ul style="list-style-type: none"> • Project initiation completed • Task order issued • Initial upgrade completed • Proposal for additional enhancement accepted | <ul style="list-style-type: none"> • Development of enhancements based on industry best practices |
| Renewal of OnBase Software Support | Authorize the sole source purchase of OnBase software subscription and support for one year | \$150,000 | <ul style="list-style-type: none"> • Board approved June 2, 2023 • Contract executed July 31, 2023 | |
| Oracle PeopleSoft Software Support | Authorize sole source purchase of Oracle PeopleSoft software support and maintenance for the integrated Finance/HR system | \$340,000 | <ul style="list-style-type: none"> • Board approved June 2, 2023 | <ul style="list-style-type: none"> • Execute contract August 23, 2023 |

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

Completed Projects

| Project | Date Completed |
|---|-------------------|
| Renewal of HP Server Maintenance & Support | April 30, 2023 |
| Purchase of Server and Storage Upgrades | April 30, 2023 |
| Rule 1180 Monitoring Site and Notification Updates | March 30, 2023 |
| WAIRE Program Online Portal – Owner AWR Enhancement | February 22, 2023 |
| Phone System Upgrade | January 28, 2023 |
| Carl Moyer GMS – PA2023-04 | January 10, 2023 |
| AB 2766 for reporting year 2021 - 2022 | January 3, 2023 |
| WAIRE Program Online Portal – Phase 3 | December 31, 2022 |
| Annual Emission Reporting for reporting year 2022 | December 31, 2022 |
| Online Application Filing – Eight Additional Rule 222 Forms | December 2, 2022 |
| CLASS Database Software Licensing | November 30, 2022 |