



South Coast  
AQMD

# South Coast Air Quality Management District

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

**June 8, 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 8:

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

- |    |   |   |            |
|----|---|---|------------|
| 4. | Review July 6, 2018 Governing Board Agenda  | Wayne Nastri                                  | pgs. 3-11  |
| 5. | Approval of Compensation for Board Member Assistant(s)/ Consultant(s) (Any material, if submitted, will be distributed at the meeting.) ( <b>Motion Requested if Proposal Made</b> )  | Dr. Burke                                     |            |
| 6. | Pre-Audit Conference (Presenter: Helen Chu, Assurance Partner) ( <b>No Motion Required</b> )<br><i>SCAQMD's auditing firm, BCA Watson Rice LLP, will present an outline of the financial statement audit for Fiscal Year 2017-18.</i>   | Sujata Jain<br>ADEO, Finance                  |            |
| 7. | SCAQMD Pension Status Update ( <b>No Motion Required</b> )<br><i>Staff will provide a presentation regarding updated pension information, including contribution rates, funding ratio, and potential measures to offset net pension liabilities.</i>  | Sujata Jain                                   | pgs. 12-17 |
| 8. | Status Report on Major Ongoing and Upcoming Projects for Information Management ( <b>No Motion Required</b> )<br><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<br>ADEO, Information Management | pgs. 18-23 |

**ACTION ITEMS - Items 9 through 11:**

**JULY AGENDA ITEMS**

- |     |  |   |            |
|-----|--|---|------------|
| 9.  | Transfer and Appropriate Funds and Execute Contract for Short- and Long-Term Systems Development Maintenance and Support Services ( <b>Motion Requested</b> )<br><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 transfer and appropriate funds from the General Fund Undesignated (Unassigned) Fund Balance to Information Management's FY 2018-19 Budget and execute a contract with AgreeYa Solutions for needed development and maintenance work.</i>   | Ron Moskowitz   | pgs. 24-25 |
| 10. | Recognize Revenue and Transfer and Appropriate Funds for Air Monitoring Programs, and Issue Solicitations and Purchase Orders for Air Monitoring and Laboratory Equipment Plus One Vehicle ( <b>Motion Requested</b> )<br><i>SCAQMD has applied for a grant in U.S. Government Enhanced Particulate Monitoring Program funds for FY 2018-19 and, based on prior year minimums, is asking the Board to recognize partial revenue in anticipation of an award. In addition, U.S. EPA is expected to award up to \$238,502 for the NATTS Program for FY 2018-19. These actions are to recognize revenue and appropriate funds for the Enhanced Particulate Monitoring and NATTS Programs and remaining balances of the PAMS, Near-Road NO2 and Community Scale Air Toxics Programs; transfer and appropriate funding for the remaining balance of the Community Air Toxics Initiative Program, funded by the BP ARCO Settlement Projects Fund (46); and issue solicitations and</i> | Jason Low<br>ADEO, Science and Technology Advancement | pgs. 26-39 |

*purchase orders for air monitoring and laboratory equipment plus one vehicle.*

11. Authorize the Executive Officer to Enter into the CARB AB 197 Grant Agreement, Recognize Revenue, and Appropriate Funds to Support the SCAQMD's Annual Emissions Reporting Software **(Motion Requested)**  
*Assembly Bill 197 (AB 197) requires the CARB to make available, and update at least annually, on its website the emissions of greenhouse gases, criteria pollutants, and toxic air contaminants for each facility that reports to the state board and air districts. CARB is allocating initial and ongoing funding to local air districts for implementation of emission reporting requirements pursuant to AB 197. This action is to: 1) authorize the Executive Officer to enter into the grant agreement with CARB; 2) recognize upon receipt in the General Fund up to \$50,000 in FY 2018-19 for initial funding and \$25,000 ongoing in subsequent years; and 3) appropriate \$50,000 to Information Management's FY 2018-19 budget, Services and Supplies Major Object, Professional and Specialized Services account to support the maintenance of the SCAQMD's Annual Emissions Reporting software.*

Sarah Rees pgs. 40-62  
ADEO, Planning, Rule  
Development & Area  
Sources

**WRITTEN REPORT:**

12. Environmental Justice Advisory Group Draft Minutes for the April 20, 2018 Meeting **(No Motion Required)**  
*Attached for information only are the Draft Environmental Justice Advisory Group minutes for the April 20, 2018 meeting.*

Derrick J. Alatorre pgs. 63-66  
DEO, Legislative,  
Public Affairs &  
Media

**OTHER MATTERS:**

13. Other Business  
*Any member of the Committee, or its staff, on his or her own initiative or in response to questions posed by the public, may ask a question for clarification, may make a brief announcement or report on his or her own activities, provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter, or may take action to direct staff to place a matter of business on a future agenda. (Govt Code Section 54954.2)*
14. 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.*
15. **Next Meeting Date:** July 13, 2018 at 10:00 a.m.

Dr. Burke

**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](mailto:nvelasquez@aqmd.gov).*



# South Coast Air Quality Management District

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

Item 2

BOARD MEETING DATE: July 6, 2018

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee met June 8, 2018 and reviewed the proposed agenda for the July 6, 2018 Board meeting. The Committee also discussed various issues detailed in the Committee report. The next Administrative Committee meeting is July 13, 2018, at 10:00 a.m., in CC-8.

RECOMMENDED ACTION:

Approve this report.

Dr. William A. Burke, Chair  
Administrative Committee

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**Attendance:**

[Will be inserted subsequent to the June 8, 2018 Administrative Committee meeting.]

**Administrative Committee Discussion Items:**

[Will be inserted subsequent to the June 8, 2018 Administrative Committee meeting.]

**Report on Board Member Travel Authorized by the Chairman at the June 8, 2018  
Administrative Committee meeting:**

DATE	TRAVELER	DESTINATION	PURPOSE
June 28-29, 2018	Mayor Pro Tem Judith Mitchell	Sacramento, CA	Mayor Pro Tem Mitchell will attend the monthly CARB Board Meeting as the SCAQMD Board Representative.
July 9-12, 2018	Mayor Pro Tem Judith Mitchell	Washington, D.C.	Meet with members of the California Senate and House delegation to ask the federal government to do its fair share to reduce the emissions from federally-regulated sources that impact our region's air quality.

July 9-12, 2018	Supervisor Shawn Nelson	Washington, D.C.	Meet with members of the California Senate and House delegation to ask the federal government to do its fair share to reduce the emissions from federally-regulated sources that impact our region's air quality.
July 16-17, 2018	Dr. Joseph Lyou	Squaw Valley, CA	As a Board Member, Dr. Lyou will present at the CCEEB Summer Issues Seminar regarding air quality issues on behalf of SCAQMD.
July 15-19, 2018	Supervisor Janice Rutherford	Squaw Valley, CA	As a Board Member, Supervisor Rutherford will present at the CCEEB Summer Issues Seminar regarding air quality issues on behalf of SCAQMD.

6/1/18 3:35 PM

Item 4

## **DRAFT**

### **MEETING, JULY 6, 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

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Staff/Phone (909) 396-

## **CONSENT CALENDAR (Items 1 through XX)**

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

- |        |  |                     |
|--------|--|---------------------|
| 10233. | Approve Minutes of June 1, 2018 Board Meeting  | <b>Garzaro/2500</b> |
| 10234. | Set Public Hearings September 7, 2018 <sup>1</sup> to Consider Adoption of and/or Amendments to SCAQMD Rules and Regulations | <b>Nastri/3131</b>  |

### **Budget/Fiscal Impact**

- |        |  |                       |
|--------|--|-----------------------|
| 10187. | Execute and Amend Contracts for Technical Assistance for Advanced, Low and Zero Emissions Mobile and Stationary Source Technologies and Implementation of Incentive Programs | <b>Minassian/2641</b> |
|--------|--|-----------------------|

On February 2, 2018, the Board approved the release of RFQ #Q2018-12 to solicit proposals to provide technical assistance, implementation and outreach support for advanced, low and zero emissions technologies for the Clean Fuels Program and various incentive funding programs. Sixteen proposals were received in response to the solicitation. These actions are to execute and amend contracts with 11 technical experts to provide technical assistance and outreach support in an amount not to exceed \$2,810,000, comprised of \$810,000 from the Clean Fuels Program Fund (31), \$450,000 from the Carl Moyer Program AB 923 Fund (80), \$375,000 from the Community Air Protection AB 134 Fund (77) and \$1,175,000 from the HEROS II Special Revenue Fund (56). Funding from the Carl Moyer AB 923, AB 134 and HEROS II special revenue funds will be from the administrative portion of those funds. (Reviewed: Technology Committee, June 15, 2018; Recommended for Approval)

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<sup>1</sup> Note: At its May 4, 2018 meeting, the Board set a public hearing for September 7, 2018 to amend Rule 1469 – Hexavalent Chromium Emissions from Chromium Electroplating and Chromic Acid Anodizing Operations.



10223. Recognize Revenue from Participating Members of California Natural Gas Vehicle Partnership, Transfer Funds for SCAQMD's Membership, and Approve Budget and Expenditures for Activities and Projects during FYs 2018-19 and 2019-20 **Miyasato/3249**

The Board established the California Natural Gas Vehicle Partnership (CNGVP) to promote greater deployment of natural gas vehicles in California. To fund program administration, activities and projects, and achieve the goals of the CNGVP, the Voting Members of the Steering Committee pay dues for a two-year membership while Associate Members participate through in-kind contributions. These actions are to: 1) recognize revenue from participating and future CNGVP Members; 2) transfer \$25,000 from the Clean Fuels Program Fund (31) into the Natural Gas Vehicle Partnership Fund (40) for SCAQMD's two-year membership for FYs 2018-19 and 2019-20; 3) approve the FYs 2018-19 and 2019-20 CNGVP Budget; and 4) authorize the Executive Officer to approve individual expenditures, as approved by the CNGVP, for FYs 2018-19 and 2019-20 up to \$75,000 but not to exceed \$225,000 for each fiscal year. (Reviewed: Technology Committee, June 15, 2018; Recommended for Approval)

10226. Recognize and Transfer Revenue and Execute Contract to Develop and Demonstrate Zero Emission Trucks and EV Infrastructure **Miyasato/3249**

SCAQMD fosters development and demonstration of zero emission goods movement technologies. Daimler Trucks North America LLC (DTNA) proposes to develop 20 heavy-duty electric trucks with EV infrastructure that includes energy storage systems to demonstrate the trucks in real-world commercial fleet operations in and around environmental justice communities. These actions are to recognize revenue up to \$2,000,000 from the San Pedro Bay Ports and transfer up to \$4,440,000 from the State Emissions Mitigation Fund (39) and \$11,230,072 from the Clean Fuels Program Fund (31) into the Advanced Technology Goods Movement Fund (61). Of the \$11,230,072, up to \$2,000,000 is for a temporary loan pending receipt of the Ports' cofunding and \$9,230,072 is for SCAQMD's cost-share for the project. Staff is actively seeking additional cofunding; if realized, SCAQMD's cost-share may decrease, subject to Board consideration. This action is to also execute a contract with DTNA to develop and demonstrate 20 heavy-duty electric trucks and EV infrastructure in an amount not to exceed \$15,670,072 from the Advanced Technology Goods Movement Fund (61). (Reviewed: Technology Committee, June 15, 2018; Recommended for Approval)

10217. Recognize Revenue and Transfer and Appropriate Funds for Air Monitoring Programs, and Issue Solicitations and Purchase Orders for Air Monitoring and Laboratory Equipment Plus One Vehicle **Low/2269**

SCAQMD may receive up to \$2,100,000 in U.S. Government Enhanced Particulate Monitoring Program funds for FY 2018-19. In addition, U.S. EPA is expected to award up to \$238,502 for the NATTS Program for FY 2018-19. These actions are to recognize revenue and appropriate funds for the Enhanced Particulate Monitoring and NATTS Programs and remaining balances of the PAMS, Near-Road NO2 and Community Scale Air Toxics Programs; transfer and appropriate funding for the remaining balance of the Community Air Toxics Initiative Program, funded by the BP ARCO Settlement Projects Fund (46); and finally issue solicitations and purchase orders for air monitoring and laboratory equipment plus one vehicle. (Reviewed: Administrative Committee, June 8, 2018; Recommended for Approval)

10229. Authorize Executive Officer to Enter into Grant Agreement with CARB to Receive Funding to Implement AB 197 Emissions Reporting Requirements, Recognize Revenue, and Appropriate Funds to Support SCAQMD's Annual Emissions Reporting Software **Rees/2856**

Assembly Bill 197 (AB 197) requires that CARB make available, and update at least annually on its website, the emissions of greenhouse gases, criteria pollutants, and toxic air contaminants for each facility that reports to the state board and air districts. CARB is allocating initial and ongoing funding to local air districts for implementation of emission reporting requirements pursuant to AB 197. This action is to 1) authorize the Executive Officer to enter into a grant agreement with CARB, 2) recognize upon receipt in the General Fund up to \$50,000 in FY 2018-19 for initial funding and \$25,000 ongoing in subsequent years, and 3) appropriate \$50,000 to Information Management's budget in FY 2018-19 to support maintenance of the SCAQMD's Annual Emissions Reporting software. (Reviewed: Administrative Committee, June 8, 2018; Recommended for Approval)

10237. Approve Memorandum of Agreement Between CARB and SCAQMD to Implement and Enforce Greenhouse Gas Emission Standards for Crude Oil and Natural Gas Facilities **Coleman/2415**

CARB adopted the "Greenhouse Gas Emission Standards for Crude Oil and Natural Gas Facilities (CARB Oil and Gas Regulation)," effective in final form on October 1, 2017. California Code of Regulations, title 17, section 95674 affirms CARB's Executive Officer's discretion to enter into an agreement with the SCAQMD to cooperatively implement and enforce the CARB Oil and Gas Regulation. This action is to authorize the Executive Officer to execute a Memorandum of Agreement with CARB to implement and enforce greenhouse gas emission standards for crude oil and natural gas facilities. SCAQMD is expected to receive up to \$150,000 in revenue from CARB. (Reviewed: Stationary Source Committee, June 15, 2018; Recommended for Approval)

10219. Transfer and Appropriate Funds and Execute Contract for 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 transfer and appropriate funds from the General Fund Undesignated (Unassigned) Fund Balance to Information Management's FY 2018-19 Budget and execute a contract with AgreeYa Solutions for needed development and maintenance work. (Reviewed: Administrative Committee, June 8, 2018; Recommended for Approval)

10193. Approve Contract Awards and Modifications Approved by MSRC **Pettis**

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

10162. Legislative, Public Affairs, and Media Report **Alatorre/3122**

This report highlights the May 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)

10182. Report to Legislature and CARB on SCAQMD's Regulatory Activities for Calendar Year 2017 **Alatorre/3122**

The SCAQMD is required by law to submit a report to the Legislature and CARB on its regulatory activities for the preceding calendar year. The report is to include a summary of each rule and rule amendment adopted by SCAQMD, number of permits issued, denied, or cancelled, emission offset transactions, budget and forecast, and an update on the Clean Fuels program. Also included is the Annual RECLAIM Audit Report, as required by RECLAIM Rule 2015 - Backstop Provisions. (No Committee Review)

10235. **Hearing Board Report** **Prussack/2500**  
This reports the actions taken by the Hearing Board during the period of May 1 through May 31, 2018. (No Committee Review)
10143. **Civil Filings and Civil Penalties Report** **Gilchrist/3459**  
This reports the monthly penalties from May 1 through May 31, 2018, and legal actions filed by the General Counsel's Office from May 1 through May 31, 2018. An Index of District Rules is attached with the penalty report. (Reviewed: Stationary Source Committee, June 15, 2018)
10244. **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 May 1, 2018 and May 31, 2018, and those projects for which the SCAQMD is acting as lead agency pursuant to CEQA. (Reviewed: Mobile Source Committee, June 15, 2018)
10127. **Rule and Control Measure Forecast** **Fine/2239**  
This report highlights SCAQMD rulemaking activities and public workshops potentially scheduled for 2018. (No Committee Review)
10228. **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, June 8, 2018)

XX. **Items Deferred from Consent Calendar**

**BOARD CALENDAR**

- |  |                        |                      |
|--|------------------------|----------------------|
| 10247. Administrative Committee (Receive & File) | <b>Chair: Burke</b>    | <b>Nastri/3131</b>   |
| 10161. Legislative Committee                     | <b>Chair: Mitchell</b> | <b>Alatorre/3122</b> |
| 10252. Mobile Source Committee (Receive & File)  | <b>Chair: Parker</b>   | <b>Fine/2239</b>     |
| 10132. Refinery Committee (Receive & File)       | <b>Chair: Parker</b>   | <b>Fine/2239</b>     |

- |        |   |                       |                |
|--------|---|-----------------------|----------------|
| 10177. | Stationary Source Committee (Receive & File)                            | Chair: Benoit         | Tisopulos/3123 |
| 10188. | Technology Committee (Receive & File)                                   | Chair: Buscaino       | Miyasato/3249  |
| 10202. | Mobile Source Air Pollution Reduction Review Committee (Receive & File) | Board Liaison: Benoit | Minassian/2641 |
| 10232. | California Air Resources Board Monthly Report (Receive & File)          | Board Rep: Mitchell   | Garzaro/2500   |

**Staff Presentation/Board Discussion**

- |        |   |           |
|--------|---|-----------|
| 10224. | Recommend Communities and Initial Implementation Schedule for Assembly Bill 617 | Fine/2239 |
|--------|---|-----------|

Assembly Bill 617 (AB 617) requires that CARB, in consultation with air districts, select communities for community air monitoring and/or the preparation of community emissions reduction programs. AB 617 specifies that the highest priority areas shall be disadvantaged communities with a high cumulative exposure burden for criteria pollutants and/or toxic air contaminants. Staff has conducted significant public outreach and gathered community input on key factors to consider in prioritizing communities for this program. Public input was integrated in developing an approach to evaluate technical data and other community information to prioritize communities in the District with local air quality issues and that also experience significant socioeconomic and other factors that may increase vulnerability or sensitivity to the effects of environmental pollution. This action is to seek approval to submit recommendations to CARB for their consideration in selecting communities for the initial implementation of AB 617. (Reviewed: Stationary Source Committee, June 15, 2018; Recommended for Approval)

**PUBLIC HEARINGS**

- |        |   |               |
|--------|---|---------------|
| 10141. | 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 and May 18, 2018)

10230. Receive and File 2017 Annual Report on AB 2588 Program; and **Nakamura/3105**  
Approve Updates to Facility Prioritization Procedures,  
Supplemental Guidelines for AB 2588 Program, and Guidelines  
for Participating in Rule 1402 Voluntary Risk Reduction Program

The Air Toxics "Hot Spots" Information and Assessment Act of 1987 (AB 2588) requires local air pollution control districts to prepare an annual report. The report provides the public with information regarding SCAQMD programs to reduce emissions of toxic air contaminants. This annual update describes the various activities in 2017 to satisfy the requirements of AB 2588 and Rule 1402, such as quadrennial emissions reporting and prioritization, the preparation and review of Air Toxics Inventory Reports, Health Risk Assessments, Voluntary Risk Reduction Plans, Risk Reduction Plans, and additional SCAQMD activities related to air toxics. Staff is also updating the SCAQMD Facility Prioritization Procedure, the AB 2588 and Rule 1402 Supplemental Guidelines for the AB 2588 Program, and the SCAQMD Guidelines for Participating in the Rule 1402 Voluntary Risk Reduction Program to update information and provide more clarity to the implementation of AB 2588 and Rule 1402. These actions are to receive and file the 2017 Annual Report on the AB 2588 Air Toxics "Hot Spots" Program, and to approve revisions to: 1) SCAQMD Facility Prioritization Procedures for the AB 2588 Program; 2) AB 2588 and Rule 1402 Supplemental Guidelines for the AB 2588 Program; and 3) SCAQMD Guidelines for Participating in the Rule 1402 Voluntary Risk Reduction Program. (Reviewed: Stationary Source Committee, June 15, 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](mailto: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

OEHA = 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

# SCAQMD PENSION LIABILITIES

1

ADMINISTRATIVE COMMITTEE MEETING  
JUNE 8, 2018

## DISCUSSION ITEMS

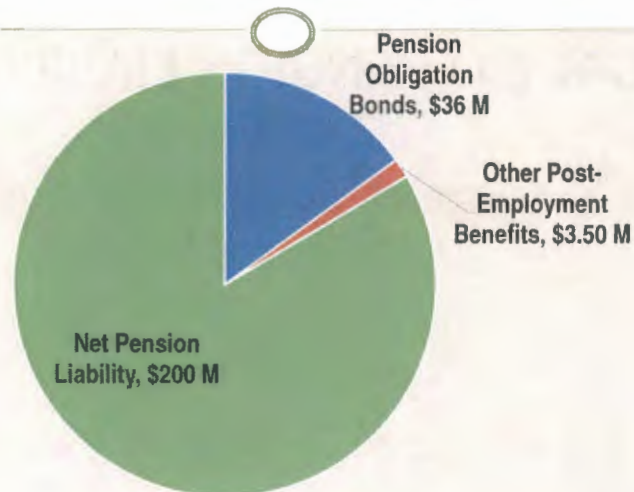


- What are SCAQMD's pension liabilities?
- What is causing SCAQMD's pension liabilities to increase?
- What are other Government entities doing?
- What measures can SCAQMD take to offset liabilities?

2



## THREE TYPES OF PENSION LIABILITIES

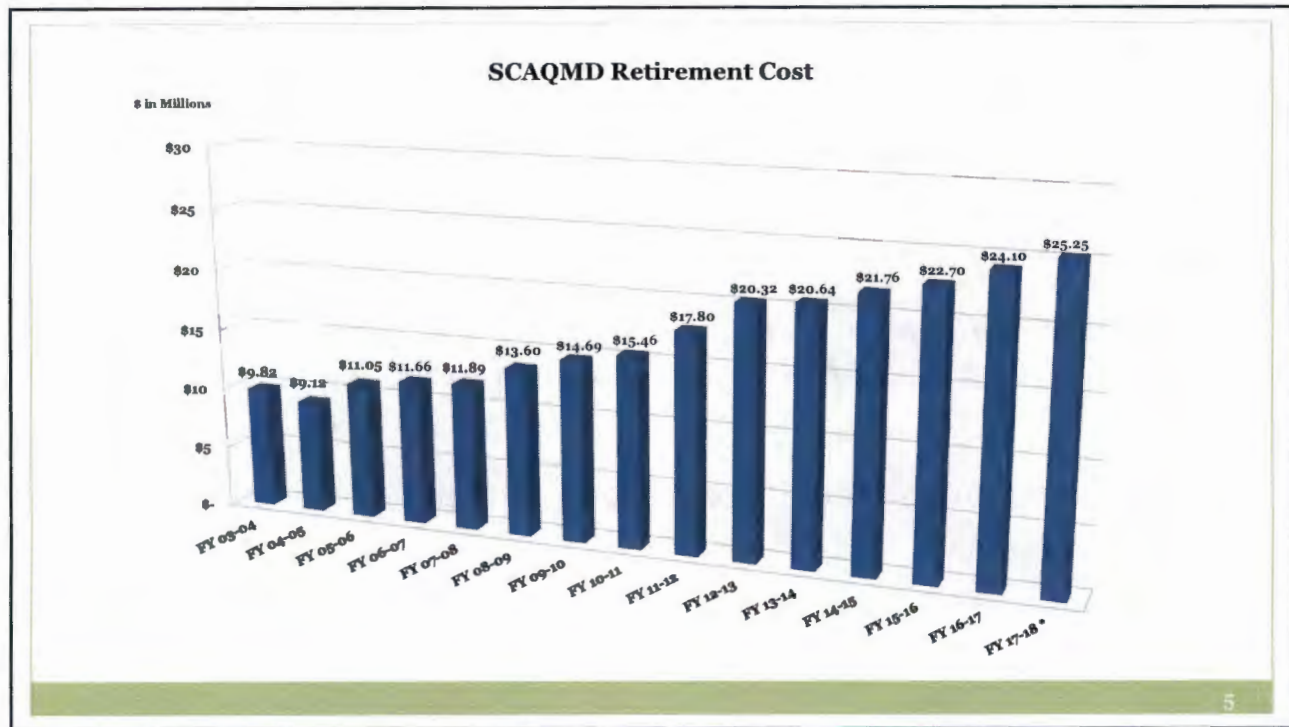


3

## PENSION OBLIGATION BONDS

- Pension Obligation Bonds were issued in 1995 in the amount of \$35M with interest rate ranging from 5.68% to 7.70%.
- The second series of bonds were issued in 2004 in the amount of \$47M with an interest rate ranging from 5.27% to 5.93%.
- These were issued to offset SBCERA's increased contribution cost, but this didn't pan out. So this approach is not recommended.

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## OTHER POST-EMPLOYMENT BENEFITS (OPEB)

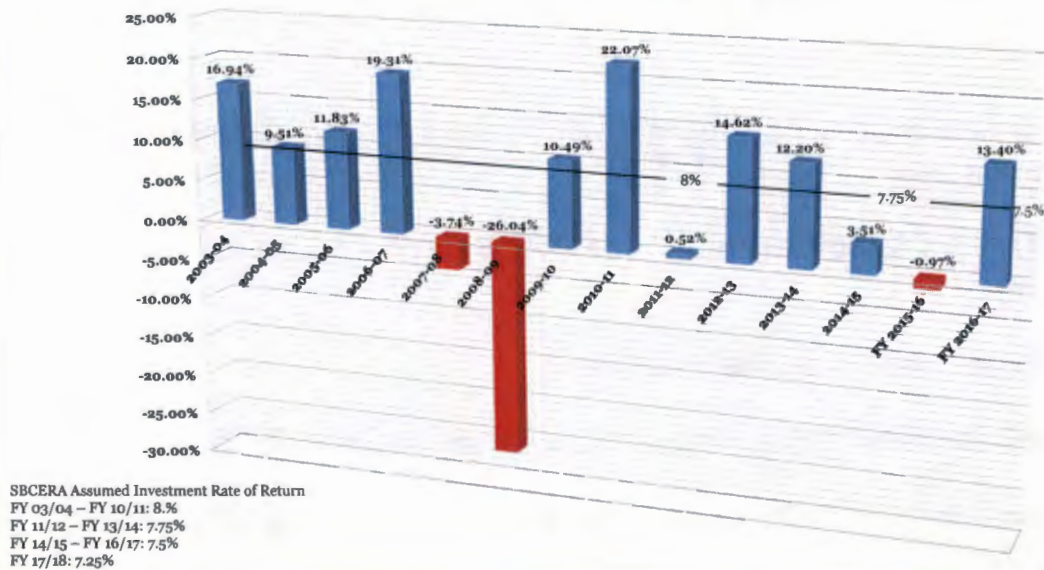
- SCAQMD had legacy employees who chose to stay in the LACERA pension system.
- SCAQMD pays \$240K annually for OPEB contribution for retired employees.
- For SCAQMD this is a closed plan.
- The OPEB liability is estimated at \$3.5M as of June 2018.
- Employees in the SBCERA pension system do not receive OPEB.

## NET PENSION LIABILITY

- SCAQMD's Net Pension Liability as of June 30, 2017 is approximately \$200M.
- SCAQMD's pension contribution for FY 18-19 is approximately \$34.5M, of which \$25M or 70% will be paid to reduce long-term liability.
- Two biggest factors that increase long-term liability:
  - Performance of investments
  - Change in Assumed Rate of Return on Investments

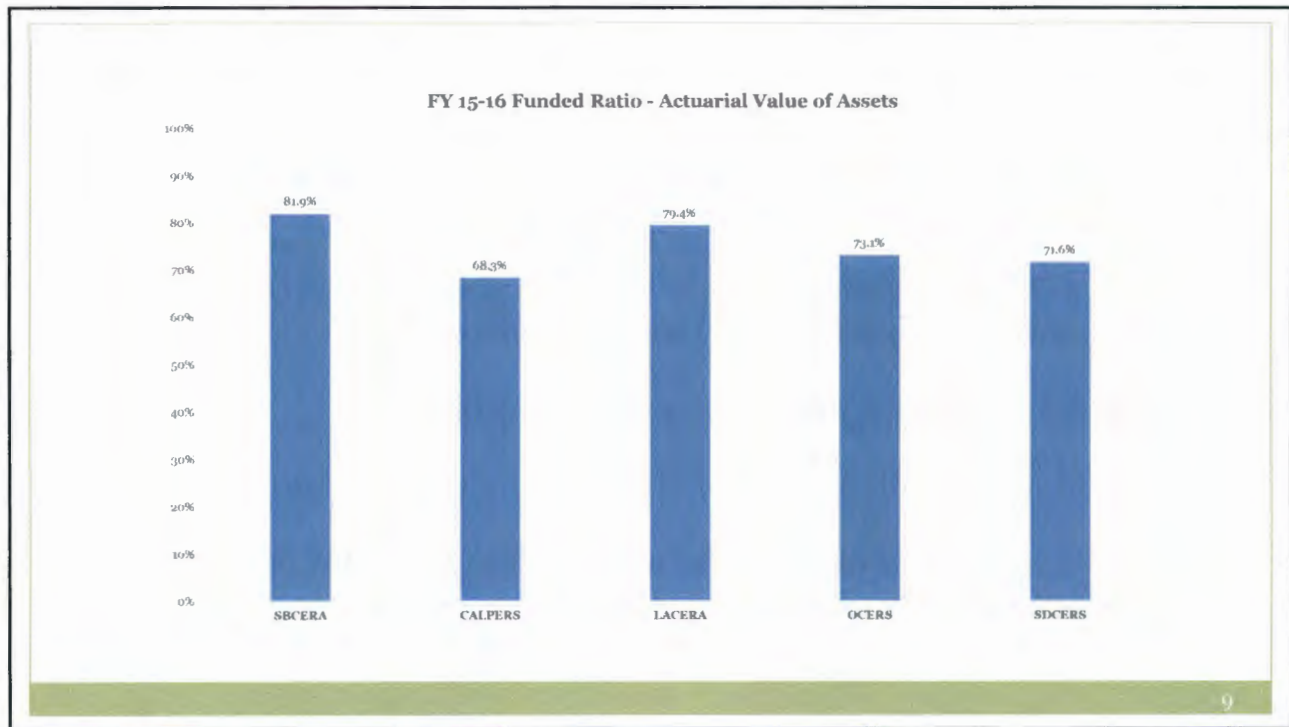
7

**SBCERA History of Performance  
(Market Value)**



8





## WHAT ARE OTHER ENTITIES DOING

- Some larger air Districts such as Bay Area and San Joaquin with \$75-\$100M Net Pension Liability, are setting aside approximately 1M annually as a reserve in the General Fund
- Some municipalities in CALPERS are creating a section 115 irrevocable trust or issuing Pension Obligation Bonds
- Lowering benefits to new employees
- Offering a Defined Contribution Plan, which transfers risk to employees instead of Defined Benefit Plan, such as ours
- Reducing workforce
- Not giving salary increases
- Raising fees to recover cost

## **WHAT SCAQMD CAN DO**

- SCAQMD can push for State Pension reform.
- After the Pension Obligations Bonds are paid off, the District can set aside money to offset the net pension liability
- Do not issue new Pension Obligation Bonds
- Continue to pay 100% of SBCERA's annual required contribution.
- Continue to offer pension benefits to employees, but not add new pensionable items.

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## **CONCLUSION**

- We have high net pension liability, but this might go down over 15-20 years as the PEPRA employee ratio increases.
- SBCERA is performing better than other comparable pension systems.
- Long term solution is to put money away after Pension Obligation Bonds are paid off.
- Put aside 3M each year in FY 2022-23 and FY 2023-24.
- Put an additional 4M starting FY 2024-25.

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Item 8

BOARD MEETING DATE: July 6, 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, June 8, 2018; Reviewed

RECOMMENDED ACTION:  
Receive and file.

Wayne Nastri  
Executive Officer

RMM:MAH:OSM:agg

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### **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**  
**July 6, 2018 Board Meeting**  
**Information Management Status Report on Major Ongoing and**  
**Upcoming Projects During the Next Six Months**

<b>Project</b>	<b>Brief Description</b>	<b>Budget</b>	<b>Completed Actions</b>	<b>Upcoming Milestones</b>
Implementation of Enterprise Geographic Information System (EGIS) (Phase II)	Continue to support the agency's mission through the effective and cost-efficient implementation of EGIS and related technologies		<ul style="list-style-type: none"> <li>• Purchased ESRI extensions for OnBase</li> </ul>	<ul style="list-style-type: none"> <li>• Complete the six prioritized EGIS projects: <ul style="list-style-type: none"> <li>○ GIS Data Development</li> <li>○ Portal / Mobile Development</li> <li>○ OnBase Expansion and GIS Integration</li> <li>○ CLASS GIS Integration</li> <li>○ One-click Site Report</li> <li>○ System Documentation</li> </ul> </li> </ul>
Office 365 Implementation	Acquire and implement Office 365 for SCAQMD Staff	\$300,000	Pre-assessment evaluation and planning	<ul style="list-style-type: none"> <li>• Acquire Office 365 licenses</li> <li>• Develop implementation and migration plan</li> <li>• Implement Office 365 email (Exchange) and migrate all users</li> <li>• Implement Office 365 file storage (OneDrive for Business) and migrate users</li> <li>• Implement Office 365 internal website (SharePoint) and migrate existing content</li> </ul>





Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
Air Quality Index Rewrite and Migration	Develop new Web Service and/or Web Application Program Interface to migrate Air Quality Index function from FORTRAN computer to STA's data management system	\$83,700	<ul style="list-style-type: none"> <li>• AQI Calculation Web Service and Hourly Update development modified and enhanced to support AQ Sensors</li> <li>• Development work and initial acceptance testing completed</li> <li>• Acceptance testing completed and application moved to production</li> </ul>	<ul style="list-style-type: none"> <li>• Post production monitoring and validation</li> </ul>
Information Technology Review Implementation	Complete Board requested Information Technology review and initiate work on implementation of key recommendations	\$75,000	<ul style="list-style-type: none"> <li>• Initiated Implementation Planning and Resource Requirements for key recommendations</li> <li>• Conducted recruitment process to fill Systems &amp; Programming Supervisor position</li> <li>• Scheduled and completed Microsoft Project Plan training for all IM Managers, Supervisors and Secretaries</li> <li>• Established Information Technology Steering Committee, members and charter</li> </ul>	<ul style="list-style-type: none"> <li>• Office 365 Deployment planning</li> <li>• Configuration and deployment of Project Management software for IM team</li> </ul>
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"> <li>• Task order issued and awarded</li> <li>• Project started April 10, 2018</li> <li>• Business process model and wire frame deliverable work completed</li> </ul>	<ul style="list-style-type: none"> <li>• Functional design and code development</li> </ul>

<b>Project</b>	<b>Brief Description</b>	<b>Budget</b>	<b>Completed Actions</b>	<b>Upcoming Milestones</b>
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"> <li>Released RFP December 4, 2015</li> <li>Awarded contract April 1, 2016</li> <li>Continued parallel testing</li> <li>Conducted survey of stakeholder satisfaction</li> <li>As a result of the survey responses, the decision was made to develop a custom user interface for the application.</li> </ul>	<ul style="list-style-type: none"> <li>Revise project scope to include custom user interface</li> <li>Develop plan and schedule for revised scope</li> </ul>
Replace Your Ride (RZR)	New Web application to allow residents to apply for incentives to purchase newer, less polluting vehicles	\$211,820	<ul style="list-style-type: none"> <li>Phase 2 Fund Allocation, Administration and Management Reporting modules deployed and in production</li> </ul>	<ul style="list-style-type: none"> <li>Phase 3 collaboration with air districts for possible statewide RZR implementation</li> </ul>
SCAQMD Mobile Application for Apple and Android phones	New mobile application to provide air quality and SCAQMD notification and event information	\$126,010	<ul style="list-style-type: none"> <li>Task order issued evaluated and awarded</li> </ul>	<ul style="list-style-type: none"> <li>July Board letter for project approval and funding</li> </ul>
FIND System Replacement	Update and replace Facility Information Detail (FIND) application	\$148,150	<ul style="list-style-type: none"> <li>Task order issued, evaluated and awarded</li> <li>Detail project planning</li> </ul>	<ul style="list-style-type: none"> <li>Wire frame development</li> </ul>
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"> <li>New system development for Legal Division approved March 2, 2018</li> </ul>	<ul style="list-style-type: none"> <li>Task order issuance, evaluation and award</li> </ul>
Document Conversion Services	Document Conversion Services to convert paper documents stored at SCAQMD facilities to electronic storage in OnBase	\$82,000		<ul style="list-style-type: none"> <li>Release RFP July 6, 2018</li> <li>Approve qualified vendors October 5, 2018</li> </ul>

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

Completed Projects	
Project	Date Completed
CLASS Database Software Licensing and Support	November 30, 2017
Website & Evaluation Improvements	January 6, 2018
Information Technology Review	January 31, 2018
Prequalify Vendor List for PCs, Network Hardware, etc.	February 3, 2018
Renewal of HP Server Maintenance & Support	April 6, 2018
Enterprise Geographic Information System (EGIS) (Phase I)	May 30, 2018
Fiber Cable Network Infrastructure Upgrade	May 30, 2018

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Item 9

BOARD MEETING DATE: July 6, 2018

AGENDA NO.

**PROPOSAL:** Transfer and Appropriate Funds and Execute Contract for 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 transfer and appropriate funds from the General Fund Undesignated (Unassigned) Fund Balance to Information Management's FY 2018-19 Budget and execute a contract with AgreeYa Solutions for needed development and maintenance work.

**COMMITTEE:** Administrative, June 8, 2018; Recommended for Approval

**RECOMMENDED ACTIONS:**

1. Transfer and appropriate \$195,000 from the Undesignated (Unassigned) Fund Balance to Information Management's FY 2018-19 Budget, Capital Outlays Major Object, Capital Outlays account.
2. Authorize the Executive Officer to execute a contract for systems development, maintenance and support services with AgreeYa Solutions in the amount of \$195,000 from Information Management's FY 2018-19 Budget, Capital Outlays Major Object, Capital Outlays account.

Wayne Nastri  
Executive Officer

RMM:OSM:RR:jga

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**Background**

At the March 2, 2018 meeting, the Board authorized staff to initiate level-of-effort contracts with several vendors for systems development, maintenance and support services. Since these contracts were authorized, agreements have been executed with three of the four approved vendors. We now seek a task order contract with AgreeYa Solutions, the fourth vendor, for a term of one year, with the option to extend the term for two (2) one-year periods. Due to the indefinite nature of the work, the final contract

amount cannot be determined at this time. As is the case with this action, future funding for the contract will be added upon approval of a task order.

System development and maintenance efforts are currently needed to replace the SCAQMD Mobile application. Two (2) new native applications will be developed for the Apple iOS and Android environments. The goal of the initial versions is to deliver the most up-to-date and meaningful air quality information to the public as well as access to event, announcement, and alert information. These applications will make use of the latest mobile and cloud-based technologies, such as the ArcGIS On-Line mapping platform to deliver a polished end-user experience. Further, in order to provide a richer more uniform user experience, several supporting infrastructure pieces i.e. web applications, web services and web Application Program Interfaces (APIs) will also be rewritten.

### **Proposal**

Staff is recommending that the Board authorize the Executive Officer to execute a contract with AgreeYa Solutions in the amount of \$195,000 to develop the new SCAQMD Mobile application.

### **Resource Impacts**

Sufficient funding will be available in Information Management's FY 2018-19 Budget upon approval of the transfer and appropriation of \$195,000 from the Undesignated (Unassigned) Fund Balance.

## Item 10

## DRAFT

BOARD MEETING DATE: July 6, 2018

AGENDA NO.

**PROPOSAL:** Recognize Revenue and Transfer and Appropriate Funds for Air Monitoring Programs, and Issue Solicitations and Purchase Orders for Air Monitoring and Laboratory Equipment Plus One Vehicle

**SYNOPSIS:** SCAQMD has applied for a grant in U.S. Government Enhanced Particulate Monitoring Program funds for FY 2018-19 and, based on prior year minimums, is asking the Board to recognize partial revenue in anticipation of an award. In addition, U.S. EPA is expected to award up to \$238,502 for the NATTS Program for FY 2018-19. These actions are to recognize revenue and appropriate funds for the Enhanced Particulate Monitoring and NATTS Programs and remaining balances of the PAMS, Near-Road NO<sub>2</sub> and Community Scale Air Toxics Programs; transfer and appropriate funding for the remaining balance of the Community Air Toxics Initiative Program, funded by the BP ARCO Settlement Projects Fund (46); and issue solicitations and purchase orders for air monitoring and laboratory equipment plus one vehicle.

**COMMITTEE:** Administrative, June 8, 2018; Recommended for Approval

**RECOMMENDED ACTIONS:**

1. Recognize federal revenue up to \$1,508,619 and appropriate funds up to \$891,889, upon receipt, into the FY 2018-19 Budget as set forth in Attachment 1 (and further detailed in Attachments 2-6).
2. Issue solicitations and authorize the Executive Officer or Procurement Manager, in accordance with SCAQMD Procurement Policy and Procedure, to issue purchase orders for the following (and as listed in Table 1):
  - a) One vehicle in an amount not to exceed \$40,000;
  - b) Up to four NO<sub>2</sub> monitors in an amount not to exceed \$50,000;
  - c) One Direct (True) NO<sub>2</sub> monitor based on Cavity Attenuated Phase Shift technology in an amount not to exceed \$20,000; and
  - d) Two PM<sub>10</sub> samplers in an amount not to exceed \$19,000.
3. Transfer and appropriate up to \$115,100 from the BP ARCO Settlement Projects Fund (46) to Science & Technology Advancement's FYs 2018-19 and/or 2019-20

Budget, Services & Supplies and/or Capital Outlays Major Objects, for up to 25 integrated filter-based samplers (as listed in Table 2).

4. Issue solicitation(s) and authorize the Executive Officer or Procurement Manager, in accordance with SCAQMD Procurement Policy and Procedure, to issue a purchase order(s) for up to 25 integrated filter-based samplers in an amount not to exceed \$115,100 from Science & Technology Advancement's FY 2018-19 and/or 2019-20 Budget.

Wayne Natri  
Executive Officer

MMM:JCL:AP:AK:KD

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## **Background**

### Enhanced Particulate Monitoring Program

SCAQMD has been providing enhanced particulate monitoring support as part of a national monitoring program since 2003. Sample collection began in early February 2003 and will continue for the foreseeable future.

### NATTS Program

There are currently 188 hazardous air pollutants (HAPs) or air toxics regulated under the Clean Air Act that are associated with a wide variety of adverse health effects, including cancer and neurological effects. U.S. EPA Government Performance Results Act commitments specify a goal of reducing air toxic emissions by 75% from 1993 levels to significantly reduce health risks. The NATTS Program was developed to fulfill the need for long-term national HAP monitoring data. In 2007, U.S. EPA expanded the NATTS Program and awarded Section 103 funds to conduct monitoring for toxic air contaminants at two existing SCAQMD monitoring sites, Central Los Angeles and Rubidoux. The air toxics data serves as a continuum between past and future air toxic measurement programs, such as MATES, and allows for more accurate evaluation of toxic trends on a regional basis.

### PAMS Program

In February 1993, 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 is also funding the meteorological upper air profilers sited at LAX and Ontario airports, Moreno Valley, Irvine and Whiteman Airport in the San Fernando Valley. Since the onset of the PAMS Program, U.S. EPA has annually allocated Section 105 supplemental grant funds in support of this requirement.

In 2011, U.S. EPA along with local and state agencies evaluated the PAMS network and recommended changes to regulations published on October 1, 2015, as part of the Ozone National Ambient Air Quality Standards (NAAQS) review. Changes to requirements include co-locating PAMS sites with existing National Core (NCore) sites, development of enhanced monitoring plans (EMPs) for non-attainment areas, hourly VOC measurements using auto-gas chromatographs, direct nitrogen dioxide (NO<sub>2</sub>) measurements and monitoring of multiple meteorological parameters including mixing height. PAMS monitoring at NCore sites is required by June 1, 2019, and EMPs are required by October 1, 2019. SCAQMD intends to be an early adopter at one site of required changes and implement the changes including hourly VOC, direct NO<sub>2</sub> and enhanced meteorological measurements in advance of the 2019 deadline. U.S. EPA has already provided funding of \$200,000 for this effort.

#### Near-Road NO<sub>2</sub> Monitoring Program

On February 9, 2010, U.S. EPA promulgated new monitoring requirements for the NO<sub>2</sub> monitoring network in support of newly revised 1-hour NO<sub>2</sub> NAAQS and the retained annual NAAQS. The new monitoring requirements stipulated that state and local air monitoring agencies were required to install near-road NO<sub>2</sub> monitoring stations at locations where peak hourly NO<sub>2</sub> concentrations are expected to occur as well as to consider traffic volumes, fleet mix, roadway design, traffic congestion patterns, local terrain or topography, and meteorology in determining where a required near-road NO<sub>2</sub> monitor should be placed. In addition to those required considerations, there are other factors that impact the selection and implementation of a near-road monitoring station including satisfying siting criteria, site logistics and population exposure. SCAQMD's current near-road NO<sub>2</sub> monitoring network consists of four sites (Anaheim, Long Beach Route 710, Ontario Etiwanda and Ontario Route 60), which were implemented in January 2014 and 2015.

#### Community Scale Air Toxics Monitoring

On November 7, 2014, U.S. EPA released RFP #EPA-OAR-OAQPS-15-01 to announce the availability of funds for "Community-Scale Air Toxics Ambient Monitoring" projects. Specifically, the RFP solicited proposals for projects designed to assist state, local and tribal communities in identifying and profiling air toxics sources, assessing emerging measurement methods, characterizing the degree and extent of local-scale air toxics problems and tracking progress of air toxics reduction activities. To be considered for funding under this RFP, each project had to address only one of the following four categories: community-scale monitoring, monitoring in the near-road environment, methods evaluation; or analysis of existing data. SCAQMD staff submitted a grant proposal to U.S. EPA within the community-scale monitoring category requesting funding in the amount of \$569,682. On June 25, 2015, U.S. EPA informed staff that the SCAQMD proposal was selected for award based on its score, rank and technical merit. Since that time, staff has been conducting monitoring



activities in communities near refineries and other potential sources of air toxics using optical remote sensing and other advanced air monitoring technology.

#### Community Air Toxics Initiative (CATI) Program

On October 6, 2017, the Board approved the transfer and appropriation of up to \$150,000 to Science & Technology Advancement's FYs 2017-18 and/or 2018-19 Budget, Services and Supplies Major Object (Small Tools, Instruments, Equipment Account), from the BP ARCO Settlement Projects Fund (46). This action was to purchase integrated samplers for deployment on light or electrical poles to keep pace with the increasing demand for more extensive metal monitoring in Paramount and Compton and the projected expansion of current monitoring and analysis activities in other parts of the Basin. Seven portable Omni samplers manufactured by BGI, Inc., were acquired for this purpose and \$115,100 is still available for the purchase of additional samplers.

#### **Proposal**

The federal revenue to be recognized, funds to be transferred and FY 2018-19 appropriations are summarized in Attachment 1. Specific details are below (and in Attachments 2-6).

#### Enhanced Particulate Monitoring Program (FY 2018-19)

The SCAQMD is expected to receive funding from the U.S. Government for the ongoing Enhanced Particulate Monitoring Program for FY 2018-19 in an amount up to \$2,100,000. This action is to recognize, upon receipt, additional revenue up to \$1,050,000 into the FY 2018-19 Budget and appropriate up to \$433,270 to Science & Technology Advancement's FY 2018-19 Budget, as set forth in Attachment 2. The difference between the proposed revenue and expenditure amounts is due to the revenue estimate included in the FY 2018-19 Budget, which can vary year to year.

#### NATTS Program (FY 2018-19)

U.S. EPA is expected to provide Section 103 Grant funding in an amount up to \$238,502 to continue the NATTS Program for the period from July 1, 2018, to June 30, 2019. Revenue for this grant in the amount of up to \$83,000 has already been included in the FY 2018-19 Budget. This action is to recognize, upon receipt, the remaining revenue up to \$155,502 into the FY 2018-19 Budget and appropriate up to \$155,502 to Science & Technology Advancement's FY 2018-19 Budget, as set forth in Attachment 3. U.S. EPA concurs with staff's proposed allocation.

#### PAMS Program (FY 2017-18)

As in previous years, there is a need to reallocate PAMS funding in the final quarter of the federal fiscal year ending September 30, 2018. This action is to recognize the remaining balance up to \$90,000 into the FY 2018-19 Budget and appropriate up to

\$90,000 to Science & Technology Advancement's FY 2018-19 Budget, as set forth in Attachment 4. U.S. EPA concurs with staff's proposed reallocation.

#### Near-Road NO<sub>2</sub> Monitoring Program (FY 2017-18)

U.S. EPA has provided Section 103 Grant funds for the implementation of the Near-Road NO<sub>2</sub> Monitoring Program. There is a need to reallocate the estimated remaining balance in FY 2018-19. This action is to recognize the remaining balance up to \$29,117 into the FY 2018-19 Budget and appropriate up to \$29,117 to Science & Technology Advancement's FY 2018-19 Budget, as set forth in Attachment 5. U.S. EPA concurs with staff's proposed allocation.

#### Community Scale Air Toxics Monitoring (FY 2017-18)

U.S. EPA has provided funding in Section 103 Grant funds for the Community Scale Air Toxics Monitoring Program. There is a need to reallocate the estimated remaining balance in FY 2018-19. This action is to recognize the remaining balance up to \$184,000 into the FYs 2018-19 and/or 2019-20 Budget and appropriate up to \$184,000 to Science & Technology Advancement's FYs 2018-19 and/or 2019-20 Budget, as set forth in Attachment 6. U.S. EPA concurs with staff's proposed allocation.

#### Proposed Purchase Orders through Solicitation Process

##### *Vehicle*

At the outset of the Enhanced Particulate Monitoring Program over eight years ago, several dedicated vehicles were purchased to meet the mileage-intensive needs of the Program. Several of these original vehicles now have over 150,000 miles, and the U.S. Department of Homeland Security, which is the funding agency, concurs that replacing one or more of these vehicles is appropriate. At this time staff proposes to replace one vehicle with a vehicle with the lowest possible emissions at an estimated cost of \$40,000, following a formal solicitation process.

##### *NO<sub>2</sub> Monitors*

The PAMS Program requires the measurement of ambient concentrations of nitric oxide (NO) and NO<sub>2</sub> concentrations. The NO and NO<sub>2</sub> measurements are used to better characterize the nature and extent of the ozone (O<sub>3</sub>) problem, track NO<sub>x</sub> emissions inventory reductions, assess air quality trends and make attainment/nonattainment decisions. Several of the NO<sub>2</sub> monitors in the PAMS network have been in operation for many years and are in need of replacement. Up to four NO<sub>2</sub> monitors will be replaced at an estimated total cost of \$50,000, after obtaining quotes through a formal solicitation process.

##### *Direct (True) NO<sub>2</sub> Monitor*

Changes to PAMS requirements include monitoring for NO and NO<sub>y</sub> (total oxides of nitrogen) in addition to direct NO<sub>2</sub>, where the latter must be taken with extremely sensitive, fast and accurate NO<sub>2</sub> measurements based on Cavity Attenuated Phase Shift

(CAPS) technology. One monitor will be procured at an estimated cost of \$20,000. Quotes will be solicited from an informal solicitation process, as allowed by the SCAQMD Procurement Policy and Procedure which authorizes informal bids for equipment or supplies under \$25,000.

#### *PM10 Samplers*

U.S. EPA's NATTS Program requires the analysis of air toxics samples collected on filters from PM10 samplers. The current PM10 samplers have been in operation since the inception of the NATTS Program and are in need of replacement. The cost for two PM10 samplers is approximately \$19,000. Quotes will be solicited through an informal solicitation process, as allowed by the SCAQMD Procurement Policy and Procedure which authorizes informal bids for equipment or supplies under \$25,000.

#### Proposed Purchase through Sole Source Purchase Order

##### *CATI Program*

Seven portable Omni samplers manufactured by BGI, Inc., have been acquired for installation on light or electrical poles near potential sources of hexavalent chromium emissions (e.g., metal processing facilities, batch plants, others); this equipment is categorized as instruments within the Services & Supplies Major Object. However, light or electrical poles are not always available around a facility of interest, so staff may need to purchase samplers that can be operated at a secure location inside or outside of a facility where power is available. This type of sampler, based on the pricing, would be categorized as a Capital Outlay within the Capital Outlay Major Object. This proposed action is to transfer and appropriate the remaining balance of \$115,100 to Science & Technology Advancement's FYs 2018-19 and/or 2019-20 Budget, Services & Supplies and/or Capital Outlays Major Objects, from the BP ARCO Settlement Projects Fund (46) for the purchase of up to 25 portable and/or powered integrated filter-based samplers (Table 2).

#### **Outreach**

In accordance with SCAQMD's Procurement Policy and Procedure, a public notice advertising the solicitations 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 solicitations 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."

### **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 for procurement. The request for sole source purchase of the integrated filter-based samplers is made under Sections B.2.b and B.2.c(2) of the Procurement Policy and Procedure. Delay of the purchases for the integrated filter-based samplers (Table 2) could potentially endanger public health or property and the filter samplers are available from only the sole-source due to the use of proprietary technology.

### **Resource Impacts**

U.S. Government funding will fully support the Enhanced Particulate Monitoring Program.

U.S. EPA Section 103 Grant funding will support the continuation of the NATTS, Near-Road NO<sub>2</sub>, and Community Scale Air Toxics monitoring programs, including equipment, contracts and supplies necessary to meet the objectives of these programs.

U.S. EPA Section 105 Grant funding supports the continuation of the PAMS Program, including equipment, small tools and supplies necessary to meet the objectives of the Program.

In summary, up to \$1,508,619 in federal revenue will be recognized into the FY 2018-19 Budget and up to \$891,889 will be appropriated to Science & Technology Advancement's FY 2018-19 Budget, as set forth in Attachment 1 (and further detailed in Attachments 2-6). Equipment listed in Table 1 will use these federal funds.

The BP ARCO Settlement Projects Fund (46) will be used to fund the proposed purchases listed in Table 2. These expenses will not exceed \$115,100. Any unused funds will be returned to the BP ARCO Settlement Projects Fund (46).

**Table 1**  
**Proposed Purchase Orders through Solicitation Process**

<b>Description</b>	<b>Qty</b>	<b>Funding Source</b>	<b>Estimated Cost</b>
Vehicle	1	U.S. Government 2018-19	\$40,000
NO <sub>2</sub> Monitor	Up to 4	PAMS FY 2017-18	\$50,000
Direct (True) NO <sub>2</sub> CAPS Monitor	1	PAMS FY 2017-18	\$20,000
PM <sub>10</sub> Samplers	2	NATTS FY 2018-2019	\$19,000
<b>Total Proposed Purchase Orders through Solicitation Process</b>			<b>Not to Exceed \$129,000</b>

**Table 2**  
**Proposed Purchase through Sole Source Purchase Order(s)**

<b>Description</b>	<b>Qty</b>	<b>Estimated Cost</b>
Integrated filter-based samplers	Up to 25	\$115,100
<b>Total</b>		<b>\$115,100</b>

**Attachments**

1. Proposed Federal Revenues and Expenditures for FY 2018-19
2. Proposed Enhanced Particulate Monitoring Program Expenditures for FY 2018-19
3. Proposed NATTS Expenditures for FY 2018-19
4. Proposed 25th Year PAMS Expenditures for FY 2018-19 (Remaining FY 2017-18 Balance)
5. Proposed Near-Road NO2 Monitoring Expenditures for FY 2018-19 (Remaining FY 2017-18 Balance)
6. Proposed Community Scale Air Toxics Monitoring Expenditures for FY 2018-19 (Remaining FY 2017-18 Balance)

**Attachment 1**  
**Proposed Federal Revenue and Expenditures for FY 2018-19**

<b>Program Year</b>	<b>Funding Agency</b>	<b>Program Name</b>	<b>Proposed Revenues</b>	<b>Proposed Expenditures</b>	<b>Detailed Appropriations</b>
FY 2018-19	U.S. Govt.	Enhanced Particulate Monitoring (a)	1,050,000	433,270	Attachment 2
FY 2018-19	EPA-Section 103	National Air Toxics Trends Stations (NATTS)	155,502	155,502	Attachment 3
FY 2017-18*	EPA-Section 105	Photochemical Assessment Monitoring Stations (PAMS)	90,000	90,000	Attachment 4
FY 2017-18*	EPA-Section 103	Near-Road NO2 Monitoring	29,117	29,117	Attachment 5
FY 2017-18*	EPA-Section 103	Community Scale Air Toxics	184,000	184,000	Attachment 6
			1,508,619	891,889	

(a) The difference between the proposed revenue and expenditure amounts is due to the revenue estimate included in the FY 2018-19 Budget which can vary from year to year.

\* Proposed revenue and expenditures represent remaining balances from FY 2017-18 that will be expended and reimbursed in FY 2018-19 and/or FY 2019-20.

**Attachment 2**  
**Proposed Enhanced Particulate Monitoring Expenditures for FY 2018-19**

<b>Account Description</b>	<b>Account Number</b>	<b>Program Code</b>	<b>Appropriation not to Exceed</b>
<b>*Salaries &amp; Employee Benefits Major Object:</b>			
Overtime	52000	44505	\$ 38,257
<b>Total Salaries &amp; Employee Benefits Major Object</b>			<b>\$ 38,257</b>
<b>Services &amp; Supplies Major Object:</b>			
Temp Agency Services	67460	47505	253,280
Maintenance of Equipment	67600	47505	500
Building Maintenance	67650	47505	200
Auto Mileage	67700	47505	99,833
Clothing	68000	47505	500
Office Expense	68100	47505	200
Small Tools	68300	47505	500
Taxes, License, Fees	69600	47505	0
<b>Total Services &amp; Supplies</b>			<b>\$ 355,013</b>
<b>Capital Outlay Major Object:</b>			
Vehicle (1)	77000	47505	\$ 40,000
<b>Total Capital Outlay Major Object:</b>			<b>\$ 40,000</b>
<b>FY 2018-19 Appropriations</b>			<b>\$ 433,270</b>

\* Salaries, Benefits and Indirect Costs (excluding Overtime) are already included in the adopted FY 2018-19 Budget

**Attachment 3**  
**Proposed NATTS Expenditures for FY 2018-19**

<b>Account Description</b>	<b>Account Number</b>	<b>Program Code</b>	<b>Estimated Expenditures</b>
<b>Services &amp; Supplies Major Object:</b>			
Professional and Specialized Services	67450	47468	\$ 1,000
Maintenance of Equipment	67600	47468	56,000
Travel	67800	47468	3,000
Laboratory Supplies	68050	47468	68,000
Office Expense	68100	47468	1,002
Small Tools	68300	47468	7,500
<b>Total Services &amp; Supplies</b>			<b>\$ 136,502</b>
<b>Capital Outlay Major Object:</b>			
PM10 Monitors (2)	77000	47468	\$ 19,000
<b>Total Capital Outlay Major Object:</b>			<b>\$ 19,000</b>
<b>FY 2018-19 Appropriations</b>			<b>\$ 155,502</b>

Note: Salaries, Benefits and Indirect Costs are already included in the adopted FY 2018-19 Budget



**Attachment 4**  
**Proposed PAMS Expenditures for FY 2018-19 (Remaining FY 2017-18 Balance)**

<b>Account Description</b>	<b>Account Number</b>	<b>Program Code</b>	<b>Initial Appropriation (a)</b>	<b>Appropriations not to Exceed</b>
<b>Services &amp; Supplies Major Object:</b>				
Maintenance of Equipment	67600	47530	-	5,000
Laboratory Supplies	68050	47530	-	10,000
Small Tools	68300	47530	-	5,000
<b>Total Services &amp; Supplies</b>			-	20,000
<b>Capital Outlay Major Object:</b>				
Nitrogen Dioxide Monitor (up to 4)	77000	47530	50,000	50,000
Direct (True) Nitrogen Dioxide CAPS Monitor (1)	77000	47530	20,000	20,000
<b>Total Capital Outlay Major Object:</b>			<b>\$ 70,000</b>	<b>\$ 70,000</b>
<b>FY 2018-19 Appropriations</b>			<b>\$ 70,000</b>	<b>\$ 90,000</b>

(a) This is the estimated amount for the first quarter of FY 2018-19. The remaining amount will be appropriated upon reconciliation of FY 2017-18 expenditures.

**Attachment 5**

**Proposed Near-Road NO2 Monitoring Expenditures for FY 2018-19 (Remaining FY 2017-18 Balance)**

<b>Account Description</b>	<b>Account Number</b>	<b>Program Code</b>	<b>Initial Appropriation (a)</b>	<b>Appropriations not to Exceed</b>
<b>Services &amp; Supplies Major Object:</b>				
Maintenance of Equipment	67600	47469	2,000	7,617
Travel	67800	47469	2,000	15,500
Laboratory Supplies	68050	47469	500	1,000
Small Tools	68300	47469	2,000	5,000
<b>Total Services &amp; Supplies</b>			<b>\$ 6,500</b>	<b>\$ 29,117</b>
<b>FY 2018-19 Appropriations</b>			<b>\$ 6,500</b>	<b>\$ 29,117</b>

(a) This is the estimated amount for the first quarter of FY 2018-19. The remaining amount will be appropriated upon reconciliation of FY 2017-18 expenditures.

**Attachment 6**  
**Proposed Community Scale Air Toxics Expenditures for FY 2018-19 (Remaining FY 2017-18 Balance)**

<b>Account Description</b>	<b>Account Number</b>	<b>Program Code</b>	<b>Initial Appropriation (a)</b>	<b>Appropriations not to Exceed</b>
<b>Services &amp; Supplies Major Object:</b>				
Professional and Specialized Services	67450	47469	\$ 50,000	\$ 110,000
Maintenance of Equipment	67600	47469	7,000	14,000
Communications	67900	47469	5,000	10,000
Small Tools*	68300	47469	25,000	50,000
<b>Total Services &amp; Supplies</b>			<b>\$ 87,000</b>	<b>\$ 184,000</b>
<b>FY 2018-19 Appropriations</b>			<b>\$ 87,000</b>	<b>\$ 184,000</b>

(a) This is the estimated amount for the first quarter of FY 2018-19. The remaining amount will be appropriated upon reconciliation of FY 2017-18 expenditures.

\*This amount includes \$9,000 for Automatic Information System (AIS), which during the procurement process may be categorized as Capital Outlays or Services and Supplies depending on whether the item is purchased or contracted as a service.

## Item 11

### DRAFT

BOARD MEETING DATE: July 6, 2018

AGENDA NO.

**PROPOSAL:** Authorize the Executive Officer to Enter into the CARB AB 197 Grant Agreement, Recognize Revenue, and Appropriate Funds to Support the SCAQMD's Annual Emissions Reporting Software

**SYNOPSIS:** Assembly Bill 197 (AB 197) requires the CARB to make available, and update at least annually, on its website the emissions of greenhouse gases, criteria pollutants, and toxic air contaminants for each facility that reports to the state board and air districts. CARB is allocating initial and ongoing funding to local air districts for implementation of emission reporting requirements pursuant to AB 197. This action is to: 1) authorize the Executive Officer to enter into the grant agreement with CARB; 2) recognize upon receipt in the General Fund up to \$50,000 in FY 2018-19 for initial funding and \$25,000 ongoing in subsequent years; and 3) appropriate \$50,000 to Information Management's FY 2018-19 budget, Services and Supplies Major Object, Professional and Specialized Services account to support the maintenance of the SCAQMD's Annual Emissions Reporting software.

**COMMITTEE:** Administrative, June 8, 2018; Recommended for Approval

**RECOMMENDED ACTIONS:**

1. Authorize the Executive Officer to enter into a grant agreement with CARB.
2. Recognize upon receipt in the General Fund up to \$50,000 in FY 2018-19 for initial funding and \$25,000 ongoing in subsequent years.
3. Appropriate \$50,000 to Information Management's FY 2018-19 budget, Services and Supplies Major Object, Professional and Specialized Services account to support maintenance of the District's Annual Emissions Reporting software.

Wayne Nastri  
Executive Officer

PF:SR:IM:EK

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## **Background**

The SCAQMD's Annual Emission Reporting (AER) program was developed to track emissions of air contaminants from permitted facilities. The data collected by AER is used to update the comprehensive emissions inventory for the SCAQMD for all stationary sources with emissions of more than four tons per year of criteria pollutants, and from all facilities in the AB 2588 Toxic Hot Spots program. Emissions data is collected from facilities every year through the AER web tool and is then made publicly available on SCAQMD's website. The SCAQMD's emission inventory data is also provided annually to CARB. The AER web tool has greatly expanded the SCAQMD's capability to collect data and has also reduced the administrative burden to review and utilize data collected from facilities, however it requires annual maintenance and updating to keep it current.

California Assembly Bill (AB) 197 (2016) requires that CARB annually update its website with emissions of greenhouse gases, criteria pollutants, and toxic air contaminants for each facility that reports to the state board and air districts. CARB is providing initial funding in 2018, and ongoing annual funding thereafter to local air districts that enter into a grant agreement to facilitate implementation of emission requirements pursuant to AB 197. SCAQMD is eligible to receive \$50,000 in 2018, and \$25,000 annually thereafter under this grant program. This grant will require staff to carry out similar activities already completed annually, but will include some minor enhancements. Some of the additional activities can be programmed into the AER software. Specifically, under the grant agreement, the minimum duties and requirements of participating local air districts include:

- i. Conducting meetings and maintaining ongoing project coordination with CARB;
- ii. Reviewing, updating, and submitting quality-assured criteria and toxic pollutant emissions for stationary sources under the respective local air district's jurisdiction;
- iii. Overseeing project budget and funds;
- iv. Updating the list of active, inactive, and closed facilities from 2008 - 2016;
- v. Updating facility information and emissions data for facilities that were in operation between 2008 and 2017; and
- vi. Reporting on the above activities to CARB.

## **Proposal**

Staff is seeking Board approval to authorize the Executive Officer to enter into the grant agreement with CARB to receive funding to implement the AB 197 Emissions Reporting Requirements and to recognize upon receipt in the General Fund up to \$50,000 in FY 2018-19 for initial funding and \$25,000 ongoing in subsequent years. Staff is also seeking approval to appropriate \$50,000 to Information Management's FY 2018-19 budget, Services and Supplies Major Object, Professional and Specialized Services to support maintenance of the SCAQMD's Annual Emissions Reporting software.

**Benefits to SCAQMD**

The SCAQMD's AER web tool was developed and is currently maintained by a contractor under the Information Management Division. Grant funds will help supplement ongoing costs for maintenance of the emissions reporting software, including some system improvements and functionality enhancements to assist with implementation of AB 197.

**Resource Impact**

Implementation of this grant is expected to be completed utilizing existing staff resources.

**Attachments**

CARB AB 197 Draft Grant Agreement Template

**ATTACHMENT**  
**CARB AB 197 Draft Grant Agreement Template**

**EXHIBIT A**

**Grant Provisions**

**A.** The parties agree to comply with the requirements and conditions contained herein.

**B. GRANT SUMMARY AND AMENDMENTS (IF APPLICABLE)**

Project Title: Quality Assurance Review of Point Source Emissions Data

Grant Funding Amount:

**C. GRANT PARTIES AND CONTACT INFORMATION**

This Grant is from the California Air Resources Board (hereinafter referred to as CARB or the Board) to \_\_\_\_\_ (hereinafter referred to as Grantee).

The CARB Project Liaison is Kevin Eslinger. Correspondence regarding this project must be directed to:

Kevin Eslinger  
California Air Resources Board  
Air Quality Planning and Science Division  
P.O. Box 2815  
Sacramento, California 95812  
Phone: (916) 445-2151  
Email: [Kevin.Eslinger@arb.ca.gov](mailto:Kevin.Eslinger@arb.ca.gov)

The Grantee Liaison is \_\_\_\_\_. Correspondence regarding this project must be directed to:

Grantee Liaison:  
Title:  
Address:  
Phone:  
Email:

**D. DISTRICT RESOLUTION**

The Grantee is required to submit a resolution of its governing board prior to the execution of this Grant Agreement that authorizes the Grantee to enter into this Grant and that commits the Grantee to comply with the requirements of this Grant. CARB may enter into this Grant with a Grantee that has not yet submitted this governing board resolution to CARB. However, a Grantee may not perform work

under this Grant if the Grantee has not submitted this governing board resolution to CARB. CARB will terminate this Grant if a district has not submitted this governing board resolution to the CARB Project Liaison by September 1, 2018.

## **E. TIME PERIOD**

1. Performance of work or other expenses billable to CARB under this Grant may commence after full execution of this Grant by both parties. Performance on this Grant ends once the Grantee has submitted the Final Report or if this Grant is terminated, whichever is earlier.
2. Upon completion of the project milestones, the Grantee must submit a draft Final Report and the final Grant Disbursement Request to the CARB Project Liaison no later than March 1, 2019.
3. The Final Report must be received by CARB within 30 days of project completion but no later than June 1, 2019.
4. The CARB Executive Officer retains the authority to terminate or reduce the dollar amount of this Grant if by December 1, 2018, forty (40) percent of the project funding has not been obligated by the Grantee. In the event of such termination, Section G. Fiscal Administration, 3. Suspension of Payments and Early Grant Termination of this agreement shall apply.
5. If additional funding becomes available, the CARB Executive Officer retains the authority to amend this Grant to provide additional disbursement to the Grantee to complete tasks related to the Scope of Work for this Grant.

## **F. SCOPE OF WORK**

This section defines the respective duties and requirements of CARB and the Grantee in implementing this Grant. In sum, the Grantee shall review and update data currently stored or being uploaded into the California Emissions Inventory Development and Reporting System (CEIDARS) database. If additional funding becomes available, this Grant may be amended in subsequent years to provide additional funding to the Grantee to improve the future data loaded into the CEIDARS database.

### **1. CARB is responsible for the following:**

- a. Participating in a project kick-off meeting or conference call and ongoing coordination with the Grantee to discuss project activities and guide project implementation;



- b. Reviewing and approving elements developed by the Grantee for implementation of the project, such as Progress Reports, the draft Final Report, and the Final Report;
- c. Reviewing and approving the Grant Disbursement Request Forms (Exhibit C) and distributing funds to the Grantee in accordance with Exhibit B, Attachment II Project Milestones and Disbursement Schedule if the milestones have been met;
- d. Providing project oversight and accountability (in conjunction with the Grantee); and
- e. Ensuring compliance with the applicable requirements of this Grant Agreement.

## **2. The Grantee**

The Grantee is responsible for development and implementation of defined project tasks as described below.

Minimum duties and requirements of the Grantee include to:

- i. Conduct a project kick-off meeting or conference call and maintain ongoing project coordination with the CARB Project Liaison;
- ii. Review, update, and submit to CARB quality assured criteria and toxic pollutant emissions data for stationary sources of criteria pollutant emissions and toxic air contaminants under the Grantee's jurisdiction;
- iii. Oversee the project budget and funds; and
- iv. Submit Progress Reports along with Grant Disbursement Requests, the draft Final Report, and the Final Report to CARB.

### **a. Project Development and Implementation**

The Grantee's Scope of Work includes the following tasks and project elements:

- i. Review and update list of district facilities<sup>1</sup> currently in CARB's CEIDARS emission inventory database. (Task 2).

If a district has not reported facilities to CEIDARS, the district should make a determination whether any facilities in their jurisdiction should be added to the database and report the required information per Section F.2.a.ii below, giving priority to facilities subject to CARB's

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<sup>1</sup> For purposes of this Grant Agreement, "facility" means a stationary source within the Grantee's jurisdiction that is a reportable source of criteria pollutant or toxic air contaminant emissions.

Regulation for the Mandatory Reporting of Greenhouse Gas Emissions (MRR facilities).

The Grantee must review the facilities in the CEIDARS database for calendar years 2008-2016 and provide CARB the operational status (active, inactive, closed, etc.) of each facility within the progress report submitted with the reimbursement request when Task 2 is complete. For inactive and closed facilities, the progress report must include the year when the facility last reported operations. In addition, the Grantee will work with CARB's emission inventory staff to remove closed facilities from the CEIDARS facility tables for the relevant years.

- ii. Review and, to the extent that the Grantee has the necessary data, update the following CEIDARS tables for each facility in operation between 2008 and 2016 (Task 4):
  - a) FACILITY tables (FAC) – The Grantee must review and update the name, address, geospatial coordinates and other basic information for each emitting facility in CEIDARS.
  - b) Criteria and toxics EMISSION tables (EMS and TEMS) – These table contain the actual emissions for each emitting process. For each pollutant emitted, the Grantee must review and, if data are available, update information on the amounts emitted.
- iii. Update and quality assure facility information and emissions data in the CEIDARS tables described in Section F.2.a.ii above for facilities that were in operation in inventory year 2017 or meet the reporting thresholds in Section F.2.a.iv below. (Task 3)
- iv. Reporting Threshold.

The Grantee must report into CEIDARS annual criteria pollutant emissions for all facilities that emit 10 tons/year or more of any of the criteria pollutants listed above. In addition, the Grantee must report annual toxic pollutant emissions for facilities with a cancer risk of 10 in a million or greater, or those emitting 10 tons per year of any single hazardous air pollutants (HAP) or 25 tons per year of any combination of HAPs.

- v. Pollutants to be reported.

When updating the CEIDARS emissions tables described in Section F.2.a.ii above, the Grantee must report emissions for the following criteria pollutants: total organic gases (TOG), nitrogen oxides (NO<sub>x</sub>), sulfur oxides (SO<sub>x</sub>), carbon monoxide (CO), particulate matter (PM),

lead (Pb) and ammonia (NH<sub>3</sub>). The district has the option of reporting reactive organic gases (ROG), PM<sub>10</sub>, and PM<sub>2.5</sub>; however, if these three pollutants are not reported, CARB will speciate them based upon the TOG and PM data. The Grantee must also report emissions of toxics pollutants that are listed in Appendix A-I through A-III of the “*AB 2588 Air Toxics "Hot Spots" Emission Inventory Criteria and Guidelines*” (located at <https://www.arb.ca.gov/ab2588/2588guid.htm>).

#### **b. Project Kick-off and Ongoing Coordination**

Before initiating work on the project, a one-time kick-off meeting or conference call will be held between the Grantee and CARB project management staff. The purpose of this meeting is to discuss items such as the proposed work plan, details of task performance, and issues needing clarification or resolution prior to initiating work. The Grantee must coordinate with the CARB Project Liaison on the agenda and presentation materials. Ongoing Grantee coordination and review meetings with the CARB Project Liaison to discuss project status will be held as needed, but at least twice a year. Additional meetings may be scheduled at the discretion of the CARB Project Liaison. These meetings may be conducted by phone if deemed appropriate by the CARB Project Liaison. Project coordination and review meetings are the responsibility of the Grantee and should contain:

- i. Agenda for the meeting with conference call information;
- ii. Project status update;
- iii. Discussion of any difficulties encountered since the last project update meeting;
- iv. Discussion of project milestones and upcoming deliverables;
- v. Notification of any pending disbursement requests; and
- vi. Scheduling the next project update meeting.

#### **c. Progress Reports**

The Grantee must submit Progress Reports to CARB to accompany Grant Disbursement Requests. Reports may be submitted electronically and, at a minimum, must include:

- i. Progress Report number, title of project, name of Grantee, date of submission, and project grant number;
- ii. Summary of work completed and in progress since the last progress report, noting progress toward completion of tasks and milestones identified in the work plan;
- iii. Identified problems or concerns and proposed solutions, if applicable;

- iv. Grant funds remaining and expended; and
- v. Itemized invoice showing all costs for which reimbursement is being requested.

#### **d. Final Report**

The Grantee must submit a draft Final Report by March 1, 2019, and the Final Report by June 1, 2019. At a minimum, the draft and the Final Report must include the following:

- i. Accounting summary of funds expended for project and administrative costs;
- ii. Overview of the project from inception through end, including background, partnerships, funding sources, outreach efforts, challenges, successes, and suggestions moving forward;
- iii. Summary of work completed;
- iv. Table of milestones and narrative of how the milestones have been met; and
- v. Other data and analysis as developed in coordination with CARB.

### **G. FISCAL ADMINISTRATION**

#### **1. Budget**

- a. The maximum amount of this Grant is up to \_\_\_\_\_. Under no circumstance will CARB reimburse the Grantee for more than this amount. A written Grant Agreement amendment is required whenever there is a change to the amount of this Grant.
- b. The budget for this project is shown in Exhibit B, Attachment I. Grant Disbursement Requests for the project and administration funds must not exceed the Grant amount.
- c. The total funding may be reallocated by CARB at CARB's sole discretion in the event that the Grantee requests less than the total funds allocated for the project.

## **2. Grant Disbursements**

All disbursements from the total Grant award will be made following CARB's review and approval of Grant Disbursement Request Forms documenting completion of project milestones.

- a.** The Grantee must mail Grant Disbursement Requests to the CARB Project Liaison. A disbursement request must be made in conjunction with completed milestones documented in a Progress Report. Grant payments are subject to CARB's approval of Progress Reports and any accompanying deliverables. A payment will not be made if the CARB Project Liaison deems that a milestone has not been accomplished or documented, a deliverable meeting specification has not been provided, claimed expenses are not documented, not valid per the budget, not reasonable, or the Grantee has not met other terms of the Grant.
- b.** The Division Chief of the Air Quality Planning and Science Division or designee of CARB may review the CARB Project Liaison's approval or disapproval of a Grant Disbursement Request. No reimbursement will be made for expenses that, in the judgment of the Division Chief of the Air Quality Planning and Science Division or designee of CARB, are not reasonable or do not comply with the Grant Agreement. CARB will have sole discretion to accelerate the timeline for allowable disbursements of administrative and project funds identified in Exhibit B, Attachment II, necessary to assure the goals of the project are met.
- c.** CARB will withhold payment of ten (10) percent of administrative funds until completion of all work and CARB's approval of the Grantee's Final Report. It is the Grantee's responsibility to submit a Grant Disbursement Request for this final disbursement of funds.
- d.** CARB shall disburse funds in accordance with the California Prompt Payment Act, Government Code section 927, et. seq.

## **3. Suspension of Payments and Grant Termination**

- a.** CARB reserves the right to issue a grant suspension order in the event that a dispute should arise. The grant suspension order will be in effect until the dispute has been resolved or the Grant has been terminated. If the Grantee chooses to continue work on the project after receiving a grant suspension order, the Grantee will not be reimbursed for any expenditure incurred during the suspension in the event CARB terminates the grant. If CARB rescinds the suspension order and does not terminate the grant, CARB at its sole discretion will reimburse the Grantee for any expenses incurred during the

suspension that CARB deems reimbursable in accordance with the terms of the Grant.

- b. CARB reserves the right to terminate this Grant upon thirty (30) days' written notice to the Grantee. In case of early termination, the Grantee will submit a Progress Report covering activities up to, and including, the termination date and following the requirements specified herein and in Section H of these provisions.
- c. CARB reserves the right to immediately terminate this Grant in accordance with Section K, General Grant Provisions.

#### **4. Contingency Provision**

In the event this Grant is terminated for whatever reason, the CARB Executive Officer or designee reserves the right in his or her sole discretion to award any remaining funds to other projects.

#### **5. Documentation of Use of Project Funds**

Project funds may be used for administrative costs of accomplishing the tasks identified in the Scope of Work. Administrative costs include: the Grantee's personnel costs; fringe benefit costs; operating costs (including rent, supplies, and equipment); indirect costs (general administrative services, office space, and telephone services); travel expenses and per diem rates set at the rate specified by California Department of Human Resources (CalHR)<sup>2</sup>; overhead; consultant fees (if pre-approved by CARB); and printing, records retention, and mailing costs.

- a. The Grantee must maintain documentation of all project administration funds, including the following:
  - i. Personnel documentation must make use of timesheets or other labor tracking software. Duty statements or other documentation may also be used to verify the number of staff and actual hours or percent of time staff devoted to project administration;
  - ii. Administration funds for subcontractor(s) must be documented with copies of the contract and invoices;
  - iii. Printing, mailing, records retention, and travel expenses must be documented with receipts and/or invoices;
  - iv. Any reimbursement for necessary travel and per diem must be at rates not to exceed those amounts paid to the State's represented employees. No

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<sup>2</sup> Under no circumstances should the Grantee exceed travel expenses and per diem rates set by CalHR.

travel outside the State of California will be reimbursed unless prior written authorization is obtained from CARB. CalHR's travel and per diem reimbursement amounts may be found online at <http://www.calhr.ca.gov/employees/pages/travel-reimbursements.aspx>. Reimbursement must be at the State travel and per diem amounts that are current as of the date costs are incurred by the Grantee; and

- v. If indirect costs are used to document administration funds for the project, the Grantee must describe how these costs are determined.
- b. The above documentation, records, and referenced materials must be made available for review during monitoring visits and audits by CARB, or its designee. These records must be retained for a minimum of three (3) years after completion of the grant.
- c. The above documentation must be provided to CARB in the Final Report

## **H. PROJECT MONITORING**

### **1. Meetings with CARB**

- a. Project kick-off: A one-time kick-off meeting or conference call will be held between the Grantee's key project personnel, as identified in Exhibit B, Attachment IV, and CARB project management staff. The purpose of this meeting is to discuss items such as the proposed work plan, details of task performance, and issues needing clarification or resolution prior to initiating work.
- b. Ongoing coordination and review meetings: Ongoing Grantee coordination and review conference calls or meetings with the CARB Project Liaison to discuss project status will be held on an as needed basis.
- c. Site visits: Site visits may be established by the CARB Project Liaison during the term of this grant.

### **2. Technical Monitoring**

- a. Any changes to the scope of work or timeline for the project requires the prior written approval of the CARB Project Liaison, and, depending on the scope and extent of the changes, may require a written Grant Agreement Amendment.
- b. The Grantee must notify the CARB Project Liaison and Grant Coordinator immediately, in writing, if any circumstances arise (technical, economic, or otherwise), which might jeopardize completion of the project, or if there is a change in key project personnel.

- c. In addition to Progress Reports, the Grantee must provide information requested by the CARB Project Liaison that is needed to assess progress in completing tasks and meeting the objectives of the project.
- d. Any change in budget allocations, re-definition of deliverables, or extension of the project schedule must be requested in writing to the CARB Project Liaison and approved by CARB, in its sole discretion. Such changes may require a written Grant Agreement Amendment.

## **I. DOCUMENTING EXPENDITURE OF STATE FUNDS**

The Grantee must provide CARB with documentation accounting for the proper expenditure of CARB funds. The documentation must be provided in Progress Reports submitted to CARB. A Final Report must be submitted after all project funds have been expended.

## **J. OVERSIGHT AND ACCOUNTABILITY**

The Grantee must comply with all oversight responsibilities identified herein.

1. CARB or its designee may recoup project funds which were received based upon misinformation or fraud, or for which a Grantee or its subcontractor(s), or a participant in the project is in significant or continual non-compliance with the terms of this Grant Agreement or state law.
2. CARB or its designee reserves the right to audit at any time during the duration of this grant the Grantee's costs of performing the grant and to refuse payment of any reimbursable costs or expenses that in the opinion of CARB or its designee are unsubstantiated or unverified. The Grantee shall cooperate with CARB or its designee including, but not limited to, promptly providing all information and documents requested, such as all financial records, documents, and other information pertaining to reimbursable costs, and any matching costs and expenses.
3. The Grantee shall retain all records referred to above and provide them for examination and audit by the State for three (3) years after final payment under this grant.
4. The Grantee shall develop and maintain accounting procedures to track reservation and expenditures by grant award, fiscal year, and of all funding sources.



## K. GENERAL GRANT PROVISIONS

1. **Amendment:** No amendment or variation of the terms of this Grant Agreement will be valid unless made in writing, signed by all parties and approved as required. No oral understanding or agreement not incorporated in the Grant Agreement is binding on any of the parties.
2. **Assignment:** This Grant is not assignable by the Grantee, either in whole or in part, without the consent of CARB.
3. **Availability of Funds:** CARB's obligations under this Grant Agreement are contingent upon the availability of funds. In the event funds are not available, the State shall have no liability to pay any funds whatsoever to the Grantee or to furnish any other considerations under this Grant Agreement.
4. **Audit:** Grantee agrees that CARB, the Department of General Services, Department of Finance, the Bureau of State Audits, or their designated representative(s) must have the right to review and to copy any records and supporting documentation pertaining to the performance of this Grant and all State funds received. Grantee agrees to maintain such records for possible audit for a minimum of three (3) years after the term of this Grant is completed, unless a longer period of records retention is stipulated. Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Grantee agrees to include similar right of the State audit records and interview staff in any Grant related to performance of this Agreement.
5. **Compliance with law, regulations, etc.:** The Grantee agrees that it will, at all times, comply with and require its contractors and subcontractors to comply with all applicable federal, state, and county laws, rules, guidelines, regulations, and requirements.
6. **Computer software:** The Grantee certifies that it has appropriate systems and controls in place to ensure that State funds will not be used in the performance of this Grant Agreement for the acquisition, operation or maintenance of computer software in violation of copyright laws.
7. **Confidentiality:** No record which has been designated as confidential by CARB, or is the subject of a pending application of confidentiality, shall be disclosed by the Grantee. Any confidential information or data submitted to CARB by the Grantee may be shared with other divisions within CARB.
8. **Conflict of interest:** The Grantee certifies that it is in compliance with applicable State and/or federal conflict of interest laws.

The Grantee may have no interest, and must not acquire any interest, direct or indirect, which will conflict with its ability to impartially complete the tasks described herein. The Grantee must disclose any direct or indirect financial interest or situation which may pose an actual, apparent, or potential conflict of interest with its duties throughout the grant term. CARB may consider the nature and extent of any actual, apparent, or potential conflict of interest in the Grantee's ability to perform the grant.

The Grantee must immediately advise CARB in writing of any potential new conflicts of interest throughout the grant term.

- 9. Disputes:** The Grantee must continue with the responsibilities under this Grant Agreement during any dispute. Grantee staff or management may work in good faith with CARB staff or management to resolve any disagreements or conflicts arising from implementation of this Grant Agreement. However, any disagreements that cannot be resolved at the management level within thirty (30) days of when the issue is first raised with CARB staff must be subject to resolution by the CARB Executive Officer, or his designated representative. Nothing contained in this paragraph is intended to limit any rights or remedies that the parties may have under law.
- 10. Environmental justice:** In the performance of this Grant Agreement, the Grantee must conduct its programs, policies, and activities that substantially affect human health or the environment in a manner that ensures the fair treatment of people of all races, cultures, and income levels, including minority populations and low-income populations of the State.
- 11. Fiscal management systems and accounting standards:** The Grantee agrees that, at a minimum, its fiscal control and accounting procedures will be sufficient to track grant funds to a level of expenditure adequate to establish that such funds have not been used in violation of State law or this Grant Agreement. Unless otherwise prohibited by State or local law, the Grantee further agrees that it will maintain separate project accounts in accordance with generally accepted accounting principles.
- 12. Force majeure:** Neither CARB nor the Grantee must be liable for or deemed to be in default for any delay or failure in performance under this Grant Agreement or interruption of services resulting, directly or indirectly, from acts of God, enemy or hostile governmental action, civil commotion, strikes, lockouts, labor disputes, fire, or other casualty, etc.
- 13. Governing law and venue:** This Grant is governed by and must be interpreted in accordance with the laws of the State of California. CARB and the Grantee hereby agree that any action arising out of this Grant Agreement must be filed and maintained in the Superior Court in and for the County of Sacramento, California, or in the United States District Court in and for the

Eastern District of California. The Grantee hereby waives any existing sovereign immunity for the purposes of this Grant Agreement.

**14. Grantee's responsibility for work:** The Grantee must be responsible for work and for persons or entities engaged in work, including, but not limited to, contractors, subcontractors, suppliers, and providers of services. The Grantee must be responsible for any and all disputes arising out of its contract for work on the project, including, but not limited to, payment disputes with contractors, subcontractors, and providers of services. The State will not mediate disputes between the Grantee and any other entity concerning responsibility for performance of work.

**15. Indemnification:** The Grantee agrees to indemnify, defend, and hold harmless the State and the Board and its officers, employees, agents, representatives, and successors-in-interest against any and all liability, loss, and expense, including reasonable attorneys' fees, from any and all claims for injury or damages arising out of the performance by the Grantee, and out of the operation of equipment that is purchased with funds from this Grant Award.

**16. Independent Contractor:** The Grantee, and its agents and employees, if any, in their performance of this Grant Agreement, must act in an independent capacity and not as officers, employees, or agents of CARB.

**17. Nondiscrimination:** During the performance of this Grant Agreement, the Grantee and its third party entities shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave. The Grantee and its third party entities shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. The Grantee and its third party entities shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. The Grantee and its third party entities shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

The Grantee shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under this Grant Agreement.

- 18. No third party rights:** The parties to this Grant Agreement do not create rights in, or grant remedies to, any third party as a beneficiary of this Grant Agreement, or of any duty, covenant, obligation or undertaking establish herein.
- 19. Personally Identifiable Information:** Information or data, including, but not limited to, records that personally identify an individual or individuals are confidential in accordance with California Civil Code sections 1798, et seq. and other relevant federal, state, or county statutes and regulations. The Grantee must safeguard all such information or data which comes into their possession under this agreement in perpetuity, and must not release or publish any such information, data, or financing assistance records.
- 20. Prevailing wages and labor compliance:** If applicable, the Grantee agrees to be bound by all the provisions of State Labor Code Section 1771 regarding prevailing wages. If applicable, the Grantee must monitor all agreements subject to reimbursement from this Grant Agreement to ensure that the prevailing wage provisions of State Labor Code Section 1771 are being met.
- 21. Professionals:** For projects involving installation or construction services, the Grantee agrees that only licensed professionals will be used to perform services under this Grant Agreement where such services are called for and licensed professionals are required for those services under State law.
- 22. Severability:** If a court of competent jurisdiction holds any provision of this Grant Agreement to be illegal, unenforceable or invalid in whole or in part for any reason, the validity and enforceability of the remaining provisions, or portions of those provisions, will not be affected.
- 23. Termination:** In addition to the termination provisions in Section G.3 of this Grant Agreement, CARB may terminate this Grant Agreement by written notice at any time prior to completion of this Grant Agreement, upon violation by the Grantee of any material provision after such violation has been called to the attention of the Grantee and after failure of the Grantee to bring itself into compliance with the provisions of this Grant Agreement. Upon termination, the Grantee must immediately return project funds to CARB.
- 24. Timeliness:** Time is of the essence in this Grant Agreement. Grantee must proceed with and complete the Project in an expeditious manner.
- 25. Waiver of Rights:** Any waiver of rights with respect to a default or other matter arising under the Grant Agreement at any time by either party must not be considered a waiver of rights with respect to any other default or matter. Any rights and remedies of the State provided for in this Grant Agreement are in addition to any other rights and remedies provided by law.

**Work Statement**

Budget Summary (Attachment I)  
Project Milestones and Disbursement Schedule (Attachment II)  
Project Schedule (Attachment III)  
Key Project Personnel (Attachment IV)

DRAFT

**EXHIBIT B, Attachment I**

**Budget Summary**

**Grantee:**

**Grant No.:**

**Project: Quality Assurance Review of Point Source Emissions Data**

**Total Costs & Funding**

<b>Costs</b>	<b>Grant</b>
<b>Total Project Funds</b>	<b>\$</b>

## EXHIBIT B, Attachment II

### Project Milestones and Disbursement Schedule

**Grantee:**

**Grant No.:**

**Project: Quality Assurance Review of Point Source Emissions Data**

<b>Task</b>	<b>Milestone Description</b>	<b>Scheduled Payment of Grant Funds</b>
1	Execute Grant Agreement, District Resolution, Kick-Off Meeting	
2	Update list of active, inactive and closed facilities in 2008-2016 calendar years	30 percent
3	Review and update facility information and emissions data for facilities that were in operation in 2017	30 percent
4	Review and update facility information and emissions data for facilities that were in operation between 2008 and 2016	30 percent
5	Submittal of Draft Final Report to CARB <b>(no later than March 1, 2019)</b>	
6	Submittal of Final Report to CARB <b>(no later than June 1, 2019)</b>	10 percent
<b>Grant Total Funding Amount</b>		

## EXHIBIT B, Attachment III

### Project Schedule

**Grantee:**

**Grant No.:**

**Project: Quality Assurance Review of Point Source Emissions Data**

Work Task	Timeline
Task 1 – Grant Agreement Execution, District Resolution, Kick-Off Meeting	TBD
Task 2 – Update list of active, inactive and closed facilities in 2008-2016 calendar years	October 1, 2018
Task 3 – Update facility information and emissions data for facilities that were in operation in 2017	August 1, 2018
Task 4 – Review and update facility information and emissions data for facilities that were in operation between 2008 and 2016	December 1, 2018
Task 5 – Draft Final Report	March 1, 2019
Task 6 – Final Report	June 1, 2019



**EXHIBIT B, Attachment IV**

**Key Project Personnel**

**Grantee:**

**Grant No.:**

**Project: Quality Assurance Review of Point Emissions Data**

Name	Position	Duties

## EXHIBIT C

### AB 197 DISTRICT GRANTS PROGRAM GRANT DISBURSEMENT REQUEST FORM

General Information				
Project Name		Grant Number		
Grantee Name		Amendment #		
Contact Person		Fiscal Year		
Mailing Address		Disbursement #		
Phone Number		FAX Number		
Disbursement Request				
	Original Grant	Total Previous Disbursement	This Request	Remaining Balance
Project Funds				\$0
Processing/Admin Fees				\$0
<b>Total</b>	\$ -	\$ -	\$ -	\$0

Documentation attached for disbursement justification:

Project Funds ☐  
Processing Fees ☐

Attachments:

\_\_\_\_\_  
\_\_\_\_\_

*I certify under penalty of perjury that the information contained in this Grant Disbursement Request Form and all attachments is correct and complete and is in accordance with the Grant Agreement. In addition, I hereby authorize the California Air Resources Board to make any inquiries to confirm this information.*

Authorized Official

\_\_\_\_\_  
*Print Name*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

FOR STATE USE ONLY	Date Request Received by CARB:	Date to Accounting:	Date to SCO:
CARB Project Liaison			
Approval	_____ <i>Print Name</i>	_____ <i>Signature</i>	_____ <i>Date</i>
Grant Manager Approval			
	_____ <i>Print Name</i>	_____ <i>Signature</i>	_____ <i>Date</i>
	Total Disbursement:	Fund:	PCA:
	Total Disbursement:	Fund:	PCA:
	Total Disbursement:	Fund:	PCA:

**ENVIRONMENTAL JUSTICE ADVISORY GROUP  
FRIDAY, APRIL 20, 2018  
MEETING MINUTES**

Item 12

**MEMBERS PRESENT:**

Ben Benoit, SCAQMD Governing Board, Mayor of the City of Wildomar  
Rhetta Alexander, Valley Interfaith Council  
Manuel Arredondo, Coachella Valley School District, Retiree  
Dr. Larry Beeson, Loma Linda University, School of Public Health  
Suzanne Bilodeau, Knott's Berry Farm  
Paul Choe, Korean Drycleaners & Laundry Association  
Dr. Afif El-Hasan, American Lung Association  
Mary Figueroa, Riverside Community College  
Dr. Jill Johnston, University of Southern California  
Dr. Monique Hernandez, California State University, Los Angeles  
Daniel Morales, National Alliance for Human Rights  
Donald Smith, Black Club 136th Street  
Rafael Yanez, Member of the Public  
David McNeill, BHC

**MEMBERS ABSENT:**

Dr. Clark E. Parker, SCAQMD Governing Board, Vice Chair  
Dr. Joseph Lyau, SCAQMD Governing Board, EJAG Chairman  
Micah Ali, Compton Unified School District  
Kerry Doi, Pacific Asian Consortium in Employment  
Myron Hale, SLMQM  
Maria Elena Kennedy, Quail Valley Task Force  
Evelyn Knight, Long Beach Economic Development Commission  
Angelo Logan, Occidental College & East Yard Communities for Environmental Justice  
Woodie Rucker-Hughes, NAACP - Riverside Branch

**SCAQMD STAFF:**

Fabian Wesson, Assistant Deputy Executive Officer/Public Advisor  
Nancy Feldman, Principal Deputy District Counsel, Legal  
Daniela Arellano, Senior Public Information Specialist  
Cassandra Johnson, Public Affairs Specialist  
Mark Henninger, Technology Implementation Manager  
Dr. Jo Kay Ghosh, Health Effects Officer  
Brandee Keith, Secretary

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

Governing Board Member Ben Benoit called the meeting to order at 12:20 PM and welcomed everyone to the meeting. Prior to approval of the previous meeting's minutes, Chair Benoit led a brief round of introductions of members of the EJAG and SCAQMD staff present.

### **Agenda Item #2: Approval of January 26, 2018 Meeting Minutes**

The minutes for the January 26, 2018 meeting were approved with no objections.

### **Agenda Item #3: Review of Follow-Up Items**

Ms. Fabian Wesson reviewed the follow up items from the January 26<sup>th</sup> meeting.

- Contact Information sheets were provided to attendees and members were asked to complete them, for the EJ team to update group records.
- AB 617 applications were made available and members were invited to take copies, prepare recommendations of their community or others to be considered for the program, and distribute the applications among other interested groups. Chair Benoit pointed out the list of current communities being considered was also available.
- Ms. Wesson announced a call for nominations for the upcoming 30<sup>th</sup> Annual Clean Air Awards. She gave brief summary of the Awards as well as a list of nominee categories.
- Ms. Wesson also announced the open application period for Carl Moyer funding and gave an explanation of the program goals and requirements for application.
- An upcoming meeting was announced for the Funding Working Group for the 2016 Air Quality Management Plan (AQMP), which will take place on April 27<sup>th</sup> at 1 p.m. in conference room GB.

### **Agenda Item #4: SCAQMD Website Tutorial (Henninger)**

Mark Henninger, of SCAQMD's Information Management team, demonstrated navigation of the district's recently re-designed website. Mr. Henninger focused especially on sharing the search tools and records archives available to the public, explaining the best ways to access and utilize these tools. He also showed members how to locate events and current announcements.

Mr. Rafael Yanez commented that from a user perspective the mobile website is not intuitive or easy-to-navigate, and means of contacting SCAQMD to make complaints are not readily apparent. Mr. Yanez suggested making such contact information more up-front. Chair Benoit shared a brief explanation of a new GIS tool which would soon be implemented, for easier search capability.

### **Agenda Item #5: Updates on the Multiple Air Toxics Exposure Study (MATES) V (Ghosh)**

SCAQMD Health Effects Officer Jo Kay Ghosh delivered a presentation on the MATES program, reviewing the history and historical findings of previous studies, as well as the scope and objectives for the current study in progress.

Dr. Jill Johnston requested clarification on the types of advanced monitoring techniques that would be used in the study, and what they would measure. Dr. Ghosh gave a quick rundown of which toxins the various technologies would record; Mr. Jason Low added a brief explanation of those toxins monitored by aerospace monitors. Dr. Johnston inquired whether there were strategies in mind to track smaller-scale information on metals or ultrafine particles, and staff explained that several monitoring projects and initiatives accounted for these toxins, and would be part of a larger comprehensive air toxics approach.

Mr. David McNeill asked if there was a strategy for deployment of the advanced air monitoring equipment, and what went into that strategy, especially as it pertained to oil fields vs. refinery locations. Mr. Low pointed out that for MATES V, the predominant focus will be on areas near refineries, as part of determining the best uses, comparisons, and limitations of the different technologies to build a toolbox of information to use in future air toxics initiatives. Mr. McNeill also brought up a community health study done by the Department of Public Health of County of Los Angeles, pointing out that DPH had used old MATES data, and asked if the "non-advanced" techniques used in the MATES study could deliver a more comprehensive and accurate look at air toxics health risks. Dr. Ghosh confirmed based on the new strategies for MATES V, a better analysis of air toxics risks would be possible.

Mr. Donald Smith expressed concern for the city of Compton and asked whether there were plans for a MATES study in or around Compton. Dr. Ghosh confirmed one of the MATES V fixed-site monitors was located in Compton, and added that additional work with the Community Air Toxics Initiative (CATI) continued to focus on the areas in and around Compton.

Dr. El-Hassan expressed interest in seeing the results of the MATES aerospace measurements and optical tent monitors, and suggested that, if successful and viable, these technologies be considered for a future "air quality patrol" to make communities safer.

Ms. Rhett Alexander asked if the specific locations of the ten fixed-station monitors could be found on the SCAQMD website. Dr. Ghosh confirmed that the previous locations from the MATES IV study were posted online, but documents for MATES V would not be posted for some time. Alternatively, however, the specific information could be directly provided by staff. The majority of sites remained the same as during the previous study. Chair Benoit commented on the improvement of coverage and potential data that would be available thanks to the added technologies included in MATES V. Ms. Alexander asked what sorts of mitigation and control efforts would be implemented in response to the findings of study, to which Dr. Ghosh replied with a brief explanation of how MATES V data might be used in the assessment and implementation of AB 617 projects, as well as future incentive programs and rule-making.

Mr. Yanez asked why the MATES study includes only ten fixed-monitor sites, when demands of increased urbanization and national environmental regulatory trends would suggest a need for more comprehensive coverage. Chair Benoit offered his opinion that SCAQMD and other environmental regulation entities would work hard to meet the upcoming challenges.

Ms. Monique Hernandez asked for clarification on the differences between different monitoring technologies and whether they approximated one another, whether one was intrinsically more

effective. Mr. Low gave a brief rundown of the different means of measuring pollution, as well as the differing costs of the monitors. Ms. Hernandez also suggested an element of messaging or direction in regards to the risk map available on the SCAQMD website.

Chair Benoit added a comment supporting and encouraging the use of "purple" air sensors to help monitor PM in local communities.

#### **Agenda Item #6: Member Updates**

None

#### **Agenda Item #7: Other Business**

Mr. McNeill asked about the deadline for submitting the self-recommendation form for AB617 projects, and Dr. Ghosh confirmed it was May 7<sup>th</sup>.

Dr. El-Hassan reminded members that the American Lung Association had published a State of the Air Report rating air quality levels in the local area.

Mary Figueroa commented on the political push to lessen regulation on environmental factors affecting communities, in order to lessen the burden on companies and corporation. She expressed thanks to the advisory group for its continued efforts but also expressed frustration that political entities did not appear to be moved.

#### **Agenda Item #8: Public Comment**

None offered

#### **Agenda Item #9: Next Meeting was set for Friday, July 27, 2018**

Chair Benoit adjourned the meeting at 1:45 pm