

BOARD MEETING DATE: November 6, 2015

AGENDA NO. 27

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee met on Friday, October 9, 2015. The Committee discussed various issues detailed in the Committee report. The next Administrative Committee meeting is scheduled for Friday, November 13, 2015 at 10:00 a.m.

RECOMMENDED ACTION:
Receive and file.

Dr. William A. Burke, Chair
Administrative Committee

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Attendance: Attending the October 9, 2015 meeting were Committee Vice Chair Dennis Yates and Committee Member Judith Mitchell at SCAQMD headquarters, and Committee Chair Dr. William A. Burke and Committee Member Dr. Clark E. Parker, Sr. via videoconference.

ACTION/DISCUSSION ITEMS:

On the suggestion of the Chairman, and as moved by Mitchell and seconded by Yates, Items 1 through 6 were approved on a consent basis due to time constraints.

1. **Board Members' Concerns:** None to report.
2. **Chairman's Report of Approved Travel:** The Committee written report included a report on Dr. William Burke's upcoming travel to the November 16-18, 2015 Drone World Expo.
3. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):** None to report.
4. **Report of Approved Out-of-Country Travel:** None.

5. **Establish Board Meeting Schedule for Calendar Year 2016:** Executive Officer Dr. Barry Wallerstein inquired as to what the committee's preference would be for scheduling the July 2016 Board meeting: July 1, 2016 or July 8, 2016. Dr. Burke responded that his preference was to schedule the July 2016 Board meeting on July 8, 2016.

6. **Annual Report on 457 Deferred Compensation Plan**

7. **Reissue RFP for Refurbishment of Pace Air Handlers at SCAQMD Headquarters:** Assistant DEO Bill Johnson reported that staff is requesting to reissue an RFP for refurbishment of Pace Air Handlers at headquarters due to only one responsive bid received during the first release of the RFP, with a proposed cost well in excess of what was allowed in the budget.

Moved by Mitchell; seconded by Yates; unanimously approved.

8. **Execute Contract for Website Evaluation and Improvement:** Assistant DEO/Information Management Chris Marlia reported this item is coming back for selection of a contractor for website evaluation and improvement. Mr. Marlia provided a brief comparison of the two proposals' costs in terms of hours and labor rate(s), previous work with SCAQMD, and sample work from educational/government and commercial websites. Mr. Marlia added that one of the two contractors, 360 Business Consulting, did not follow-through to complete a scheduled interview with Dr. Lyou, one of the stakeholders scheduled for interview. Dr. Wallerstein commented as part of the process of speaking with stakeholders, a Board Member interview should have been seen as high priority. Dr. Burke inquired as to Mr. Marlia's recommendation in selecting a contractor. Mr. Marlia responded that both contracting companies have good references, with pleasing sites, but his choice would be Xivic since he has had a positive experience with Xivic through their work on the SCAQMD's content management system for the current website. Dr. Wallerstein commented that 360 Business Consulting's hourly wages appeared low; part of 360 Business Consulting's explanation was that they were charging other clients more so that would enable them to charge the SCAQMD less. Dr. Wallerstein's concern was that the 360 Business Consulting's hourly wages were so low that the agency may not obtain the hours that are necessary to complete the website project. Dr. Burke inquired as to Councilmember Mitchell's recommendation for selecting a contractor. Councilmember Mitchell responded that Xivic would be a good choice since they are already familiar with the SCAQMD's operations and further, 360 Business Consulting not following through with a Board Member is rather concerning since that shows that they are not taking this opportunity seriously. Mayor Yates's choice was Xivic due to the simple layout of Xivic's sample websites. Dr. Parker inquired on the cost if there are any additional conversions to the new website; would it be part of the overall cost and what is the timeframe? Mr. Marlia responded that based on the cost to convert from the previous website to the current website, this effort should be somewhat less than

the initial cost and that the budget is sufficient to cover it. The contractors are recommending four to six months for a website update. Mayor Yates suggested creating an oversight committee to oversee the work of the new contractor as they begin to transform the current website into a new website and Dr. Burke concurred. Dr. Parker inquired as to whether the contract would transition to an hourly rate or is it all-inclusive if additional work is needed? Mr. Marlia responded that the cost is included on the chart, up through Task 2, where recommendations are made. In response to Dr. Parker, Mr. Marlia advised that the budget is \$200,000 for this effort. Dr. Wallerstein clarified that once the contractor reaches Task 3, this item will come back to the Board, in consultation with the new committee, with the new website's design, and the remaining cost will be determined at that time. In consideration of Committee Members' comments, Dr. Burke concluded that Xivic is recommended as the contractor for the web evaluation and improvement.

Moved by Mitchell; seconded by Parker; unanimously approved.

On the suggestion of the Chairman, and as moved by Yates and seconded by Parker, Items 9 through 13 were approved by consent due to time constraints.

9. **Recognize Revenue and Appropriate Funds for U.S. EPA PAMS, U.S. EPA PM2.5 and U.S. Government Programs, Amend Contracts for Technical Support for U.S. EPA PAMS, and Issue RFQs and Purchase Orders for Air Monitoring Equipment and Upper Air Meteorology Equipment Warranty Services**
 10. **Report of RFQs Scheduled for Release in November**
 11. **Recognize Revenue and Amend Contract for Technical Advisor Services to Community Members of Exide Technologies Advisory Group**
 12. **Local Government & Small Business Assistance Advisory Group Minutes for the July 17, 2015 Meeting:** Attached for information only are the minutes from the July 17, 2015 meeting of the Local Government & Small Business Assistance Advisory Group.
 13. **Review of the November 6, 2015 Governing Board Agenda:** Waived by the Committee.
 14. **Public Comment:** None.
- Meeting adjourned at 11:10 a.m.

Attachment

Local Government & Small Business Assistance Advisory Group Minutes from the July 17, 2015 Meeting



South Coast Air Quality Management District

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

LOCAL GOVERNMENT & SMALL BUSINESS ASSISTANCE ADVISORY GROUP FRIDAY, JULY 17, 2015 MEETING MINUTES

MEMBERS PRESENT:

Dennis Yates, Mayor, City of Chino and LGSBA Chairman
Ben Benoit, Councilman, City of Wildomar and LGSBA Vice Chairman
Felipe Aguirre
Paul Avila, P.B.A. & Associates
Geoffrey Blake, Metal Finishers of Southern California/All Metals
Todd Campbell, Clean Energy
Maria Elena Kennedy, Kennedy Communications
Rita Loof, RadTech International
David Rothbart, Los Angeles County Sanitation District

MEMBERS ABSENT:

Lupe Ramos Watson, Councilmember, City of Indio

OTHERS PRESENT:

Bob Ulloa, Board Member Assistant (*Yates*)
Mark Abramowitz, Board Member Assistant (*Lyou*)
Marisa Perez, Board Member Assistant (*Mitchell*)
Andrew Silva, Board Member Assistant (*Rutherford*)

SCAQMD STAFF:

Derrick J. Alatorre, Asst. Deputy Executive Officer/Public Advisor
Guillermo Sanchez, Senior LPA Manager
Joe Cassmassi, Planning & Rules Director
Hannea Cox, AQ Engineer II
Philip Fine, Deputy Executive Officer
Tracy Goss, Planning & Rules Manager
Priscilla Hamilton, AQ Specialist
Lori Langrell, Secretary
Jill Whynot, Asst. Deputy Executive Officer

Agenda Item #1 - Call to Order/Opening Remarks

Chair Dennis Yates called the meeting to order at 11:30 a.m.

Agenda Item #2 – Approval of May 15, 2015 Meeting Minutes/Review of Follow-Up/Action Items

Chair Yates called for approval of the May 15, 2015 meeting minutes. The Minutes were approved unanimously.

Agenda Item #2 –Review of Follow-Up/Action Items

Mr. Guillermo Sanchez advised there were no follow up items that arose out of the May 15, 2015 meeting.

Agenda Item #3 – 2016 AQMP Inventory and Modeling Updates

Mr. Joe Cassmassi presented an update on 2016 AQMP Inventory and Modeling.

Mr. Paul Avila asked what the population is of cattle in Chino. Previously the cattle population was around 500,000, but now are down to 250,000 within Chino, Hemet, and the “Preserve” development in Ontario.

Mr. Todd Campbell noted that on-road heavy-duty is listed as the number one source of NO_x, same for San Joaquin, but when he has mentioned this to ARB they do not agree. Mr. Cassmassi indicated at the technical level the agencies are in relative agreement, what is being targeted is the .02 NO_x grams per mile emission for the engine of the future. Mr. Campbell further asked when referencing heavy-duty is it Class 4 Class A, or Class 7 Class A. Mr. Cassmassi clarified that he is referencing heavy-duty Class 7 Class A.

Ms. Rita Loof asked if desired 25.8 reduction was in percentage or tons. Mr. Cassmassi clarified he was referring to tons. Ms. Loof further asked whether the decreases were in stationary or mobile sources and whether they were attributed to District Rules? Mr. Cassmassi answered the decrease is attributed to a combination of changes in vehicle fleets and district rules.

Mr. David Rothbart asked how reliable was the data given changes in the mobile fleet. Mr. Cassmassi indicated these are baseline inventories based on the post 2012 RTP growth factors and which will be subsequently updated with the 2016 RTP numbers. These inventories are adopted at the local and state levels and then projected forward. .

Mr. Avila inquired where airports fall in this category. Mr. Cassmassi replied ten (10) tons of NO_x per year, we have a contractor working with them to see if there are modifications to our last inventory. Planes are federally controlled, the big issue is in the projection of millions of persons going through the airports.

Ms. Loof asked with the VOC only and NO_x only control strategies indicated, has the District decided which way they are going to go because there seems to be a blended strategy in the VOC White Papers. Mr. Cassmassi replied it is not designed to be a specific strategy. However, for all intents and purposes we will focus on NO_x control strategy, but to minimize population exposure in different parts of the basin, reductions in VOC emissions will help because of the VOC/NO_x ratio and the differential reactivity of the gases. This may require alternative approaches over the course of the day and as one is closer to an emissions source.

Mr. Avila asked if the state of California runs a parallel study, how different from ours would the results be. Mr. Cassmassi indicated that CARB and this Agency are working closely together exchanging data. CARB will run the models on the northern part of the state and SCAQMD will cover all of southern California, including San Diego, Imperial, and San Joaquin. Mr. Avila further asked whether a large differentiation in the results would be indicative of an error. Mr. Cassmassi explained that it may be indicative of different assumptions; not necessarily an error.

Mr. Blake indicated he lives in San Clemente, and in the last four to five months he noted that AQMD was reporting moderate air quality. Why are the more recent reports indicating poorer quality air when to him it seemed the same. Mr. Cassmassi explained that the federal standard changed from 85ppb to 75 ppb, resulting in a change in the air quality index. Same air, different rating.

Agenda Item #4 – Draft 2016 AQMP Business Case White Paper

Ms. Priscilla Hamilton provided a presentation regarding the Draft 2016 AQMP Business Case White Paper.

Mr. Avila asked whether pathways meant freeways. Ms. Hamilton defined pathways as the route that you take to come into compliance; which strategy or options you use.

Ms. Loof asked to confirm that the deadline for public comment is today, July 17th. Ms. Hamilton answered in the affirmative. Ms. Loof further indicated that she will put comments on record today.

Ms. Loof indicated that previously the focus did not seem to be on fleets; rather the focus was on stationary sources, specifically small business, and she wondered whether the current discussions indicated a shift. Mr. Cassmassi indicated there are several white papers being developed simultaneously. The “Business Case” white paper looks at how through changing equipment or technology, monetary gains, switching fuels and driving patterns, companies are now looking toward making the switch to clean technologies.

Ms. Whynot indicated to Ms. Loof that today is an interim date for comments, there are plenty of opportunities to comment, she doesn’t have to feel compelled to comment right away.

Ms. Loof provided comment as follows: The planning concepts where you reduce the burdens for compliance and enforcement, from a business standpoint, in the White Papers Committee meetings there was a lot of discussion regarding what exactly is a business case. For industry, the definition is not the same definition as the District’s definition. For industry the issue is whether the product is going to be profitable? Where we want help from the district is paperwork reduction, enabling clean technology to operate here more easily. Incentives are appreciated, especially if the process were more friendly, easier, etc., especially to those that don’t have an environmental consultant.

Dr. Fine replied that he heard a lot of comments about business case and we are looking at revising the definition. Not only a way to comply with a rule, but also looking at shifting and be more encompassing.

Mr. Avila asked how representative was the sampling for the white paper. Ms. Hamilton stated that the case study included 5 in depth cases: 2 small business, 3 larger.

Agenda Item #5 – Rule 1156 – Further Reductions of Particulate Emissions from Cement Manufacturing Facilities

Mr. Tracy Goss provided a presentation regarding the further reductions of particulate emissions from Cement Manufacturing Facilities.

Mr. Blake asked what the hexavalent chromium 6 concern was at the location under study. Mr. Goss indicated we are working with the Department of Toxic Substances Control and have been working with both companies for at least five years. Mr. Goss further indicated that as staff is working on final

development of the rule, the largest issue is fugitive dust and particulate matter, and are we bring proactive.

Ms. Loof asked why are they shutting down if they are in compliance. Chair Yates indicated the companies were in compliance only because they aren't operating. In fact, the company's primary interest is in shutting down, getting cleared, and selling off the property. Mr. Goss further explained that the quality of limestone in the current mine has been decreasing and the facility is no longer able to produce the clinker needed. Current need is being met by another plant and may not be profitable in the long term for the company to start production at this site.

Mr. Goss advised that under the mining reclamation plan, they should be done and out in three years. They have to demonstrate there won't be any exposure to hexavalent chromium, in that they will be burying everything that is left.

Mr. Todd Campbell asked what about the impact on the water table. Mr. Goss indicated there is no ground water contamination. Ms. Whynot advised one of the areas of concern is the demolition of the existing building. There is a large amount of dust in the packaging area, among other areas, and we don't have know how long hexavalent chromium will be present in the dust formed on many of these acres. It will need to be monitored for awhile. At Riverside Cement there are homes around the area of their 200-300 acres. We need to make sure it's workable, and we are not exposing the people around the location.

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

No comments.

Agenda Item #7 - Other Business

No comments.

Agenda Item #7 - Public Comment

No comments.

Adjournment

The meeting adjourned at 12:43 p.m.