

BOARD MEETING DATE: June 2, 2017

AGENDA NO. 20

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee met on Friday, May 12, 2017. The Committee discussed various issues detailed in the Committee report. The next Administrative Committee meeting is scheduled for Friday, June 9, 2017 at 10:00 a.m.

RECOMMENDED ACTION:
Receive and file.

Dr. William A. Burke, Chair
Administrative Committee

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Attendance: Attending the May 12, 2017 meeting via videoconference were Committee Chair Dr. William Burke and Committee Members Judith Mitchell and Dr. Clark E. Parker, Sr. Committee Vice Chair Ben Benoit was absent.

ACTION/DISCUSSION ITEMS:

1. **Board Members' Concerns:** None to report.
2. **Chairman's Report of Approved Travel:** As noted on the travel report, Councilmember Mitchell will attend the monthly CARB Board meeting in Sacramento, May 25-26, 2017.
3. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):** None to report.
4. **Report of Approved Out-of-Country Travel:** None to report.
5. **Website Improvement Project:** Deputy Executive Officer/Chief Administrative Officer Michael O'Kelly reported that the current website format was created in 2012, as an improvement over the previous website. Additional

improvements were requested by the Board, the public and stakeholder groups. The website receives approximately 2.8 million page views every year, with the following pages being the majority viewed: Home, FIND, the current air quality map, rulebook, and careers. Assistant Deputy Executive Officer/Information Management Chris Marlia proceeded to provide a demonstration of the new website. Most notable is that the navigation on the Home Page has changed from a vertical to horizontal navigation. Dr. Burke requested that Mr. Marlia demonstrate how to locate the May 5, 2017 Board meeting webcast. Mr. O’Kelly responded that the content migration isn’t fully complete, making it difficult to display the May 5, 2017 Board meeting webcast. Dr. Burke requested that Mr. Marlia return to the Committee when the new website is fully migrated. Mr. O’Kelly reported that the purpose of the demonstration is to obtain comments on the feel and look of the website improvements since the content migration has not been completed. Dr. Burke commented that this is a huge step forward, but it needs to be made easy for general public use. Mr. Marlia reported that the calendar of events is now designed to make it easier and quicker to obtain additional information regarding a specific event. Executive Officer Wayne Nastri recommended adding a webcast button to eliminate multiple clicks to access webcasts. (No motion required.)

6. **Status Report on Major Ongoing and Upcoming Projects for Information Management:** Mr. O’Kelly reported that the status report includes past and future Information Management projects. All projects are progressing forward as expected.

Moved by Mitchell; seconded by Parker, unanimously approved.

Ayes: Mitchell, Dr. Parker, Dr. Burke
Noes: None
Absent: Benoit

7. **Transfer Funds and Issue Purchase Orders for Necessary Software and Hardware to Develop an Enterprise Geographical Information Systems:** Mr. O’Kelly reported that this item is requesting authority to purchase licenses for Esri software and two load balancers that distribute the load within the internal Cloud when data requests are received. Dr. Parker commented that if switches are being used with 50 or more users at the same time, the technology fails; he further recommended that when dealing with new technologies to ensure that many users can be accommodated. Dr. Burke asked for the maximum number of users that have tried to access the website at one time. Mr. O’Kelly responded 35,000.

Moved by Mitchell; seconded by Parker, unanimously approved.

Ayes: Mitchell, Dr. Parker, Dr. Burke
Noes: None
Absent: Benoit

8. **Adopt Executive Officer's FY 2017-18 Proposed Goals and Priority Objectives, Draft Budget and Proposed Amended Regulation III - Fees:** The draft budget includes a fee increase for Title V sources of 32% (16% and 16% over a two-year period), and an 8% fee increase in non-Title V sources (4% and 4% over a two-year period). The two-year phase-in is in accordance with the Health & Safety Code. The hearing is set for June where there will be a more detailed discussion. Dr. Burke inquired if Mr. Nastri was okay with the draft budget. Mr. Nastri responded that the Goals and Objectives are acceptable, but staff have initiated revisions to the mission statement for Board consideration. Dr. Parker inquired if Supervisor Janice Rutherford's concerns were addressed in the revised Mission Statement. Mr. Nastri responded yes, and stated that the revised Mission Statement addresses the concerns expressed at the Budget workshop. The challenge is that a mission statement should be succinct and people should be able to readily understand it. Dr. Burke commented that the concerns addressed at the Budget workshop are not the views of the entire Board. Mr. Nastri concurred. Rita Loof, Radtech International, commented that her company will be submitting comments. (No motion required.)

9. **Report of RFPs Scheduled for Release in June:** Mr. O'Kelly reported that this item is requesting authority to issue RFQs for purchase of various gases for the laboratory. (No motion required.)

Moved by Parker; seconded by Mitchell, unanimously approved.

Ayes: Mitchell, Dr. Parker, Dr. Burke
Noes: None
Absent: Benoit

10. **Transfer and Appropriate Funding, Execute Contract, Authorize Release of RFQ and Issue Purchase Orders:** Assistant Deputy Executive Officer/Science & Technology Advancement Jason Low reported that this item includes several actions, and the first is to transfer and appropriate money to the PM2.5 program to upgrade the laboratory weighing room, as well as to purchase two continuous PM monitors for the field. The second recommended action is to appropriate funding and release an RFQ for mobile air monitoring platforms in an amount not to exceed \$118,000; and the last recommended action is to realign the budget for an enhanced particulate monitoring program of up to \$230,000.

Moved by Mitchell; seconded by Parker, unanimously approved.

Ayes: Mitchell, Dr. Parker, Dr. Burke
Noes: None
Absent: Benoit

11. **Extend Contract for Targeted YouTube Videos and Banner Ads for the 2017-18 Check Before You Burn Program:** Media Manager Sam Atwood reported this item proposes a \$250,000 expenditure for Google advertising, principally banner ads and YouTube pre-roll, to help promote the 2017-2018 Check Before You Burn (CBYB) campaign which begins on November 1. The campaign with Google is meant to complement a local outreach campaign for which the Board just approved a contract at May's Board meeting. Google has been highly effective at reaching our target users. The 2016-2017 CBYB Google campaign achieved over 110 million impressions (which means how many times an ad appeared on a device); and also achieved were over 2.9 million interactions (meaning when someone clicked on an ad). The cost has been estimated at 7 cents per action.

Moved by Parker; seconded by Mitchell, unanimously approved.

Ayes: Mitchell, Dr. Parker, Dr. Burke
Noes: None
Absent: Benoit

12. **Establish List of Prequalified Counsel to Represent and Advise the SCAQMD on Legal Matters Related to Environmental Law and a List to Represent and Advise the SCAQMD Hearing Board:** Chief Deputy Counsel Barbara Baird reported that staff would like to withdraw this item and bring it back to the Administrative Committee in June, 2017 (no vote required).
13. **Appropriate Funds and Authorize Amending Contracts with Outside Counsel and Specialized Legal Counsel and Services:** Ms. Baird reported that this item is to request budget augmentation for outside legal counsel expenses for April, May and June of 2017 in the amount of \$250,000. The last two years, \$300,000 was spent on the Phillips 66 litigation defending SCAQMD's CEQA document and that money will be reimbursable by the refinery at the time litigation is over. The time window for environmental parties to seek review from the California Supreme Court expires mid-May, with reimbursement monies received shortly if they do not seek review or if it gets denied by the Supreme Court.

Moved by Mitchell; seconded by Parker, unanimously approved.

Ayes: Mitchell, Dr. Parker, Dr. Burke
Noes: None
Absent: Benoit

14. **Local Government & Small Business Assistance Advisory Group Minutes for the February 10, 2017 Meeting:** Deputy Executive Officer/Legislative, Public Affairs & Media Derrick Alatorre reported that this item is a written report.
15. **Review June 2, 2017 Governing Board Agenda:** None to report.
16. **Other Business:**
There was no other business.
17. **Public Comment:** None to report.
There were no public comments

Meeting adjourned at 10:32 a.m.

Attachment

Local Government & Small Business Assistance Advisory Group Minutes for the February 10, 2017 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 FEBRUARY 10, 2017 MEETING MINUTES

MEMBERS PRESENT:

Ben Benoit, Mayor Pro Tem, City of Wildomar and LGSBA Chairman
Geoffrey Blake, Metal Finishers of Southern California/All Metals
Todd Campbell, Clean Energy
LaVaughn Daniel, DancoEN
John DeWitt, JE DeWitt, Inc.
Bill LaMarr, California Small Business Alliance
Rita Loof, RadTech International
Cynthia Moran, Council Member, City of Chino Hills
David Rothbart, Los Angeles County Sanitation District

MEMBERS ABSENT:

Janice Rutherford, Supervisor, Second District, San Bernardino County
Felipe Aguirre
Paul Avila, P.B.A. & Associates
Maria Elena Kennedy, Kennedy Communications

OTHERS PRESENT:

Mark Abramowitz, Board Consultant (*Lyou*)
Ruthanne Taylor-Berger, Board Consultant (*Benoit*)
Mark Taylor, Board Consultant (*Rutherford*)

SCAQMD STAFF:

Derrick Alatorre, Deputy Executive Officer
Henry Hogo, Assistant Deputy Executive Officer
Fabian Wesson, Assistant Deputy Executive Officer/Public Advisor
Nancy Feldman, Principal Deputy District Counsel
Tracy Goss, Planning & Rules Manager
Kathryn Higgins, Program Supervisor
Elaine Joy Hills, AQ Inspector II
Lori Langrell, Secretary

Agenda Item #1 - Call to Order/Opening Remarks

Chair Ben Benoit called the meeting to order at 11:30 a.m.

Agenda Item #2 – Approval of January 13, 2017 Meeting Minutes/Review of Follow-Up/Action Items

Chair Benoit called for approval of the January 13, 2017 meeting minutes. The Minutes were approved unanimously.

Agenda Item #3 – Follow Up/Action Items

Mr. Derrick Alatorre indicated that pursuant to Ms. Rita Loof's request for a BARCT presentation, we have reached out to staff, and will try to present in either March or April.

Agenda Item #4 – Update on the SCAQMD Clean Fleet Vehicle Rules

Mr. Henry Hogo provided an overview of the SCAQMD's regulatory authority for in-use-on-road fleet vehicle regulations, and an update on the implementation of SCAQMD Clean Fleet Vehicle Rules.

Mr. Geoff Blake asked how you fuel if you want to drive up the coast. Mr. Hogo responded that there are compressed natural gas (CNG) stations all the way to Washington, along the highway corridor.

Mr. John DeWitt inquired where funding comes from. Mr. Hogo indicated it is through a settlement with manufacturers. Mr. DeWitt further asked what the cost was to businesses and taxpayers. Mr. Hogo provided an example of City of Los Angeles trash trucks. The city budgets for alternative fuel trucks and seeks approval, while also looking for public funding to offset the cost. From the public side, we have funding through the Carl Moyer program and Mobile Source Review Committee (MSRC), which provides typically \$5 million per year for on road trucks. Similarly, MSRC matching through AB2766, provides \$2 million. There are fleets that purchase natural gas through public funding.

Mr. Bill LaMarr commented that in the definition you are calling these low-emission vehicles, but you are talking about heavy-duty vehicles, and Supervisor Kuehl mentioned in her amendment to the Air Quality Management Plan (AQMP) that she wants to accelerate the purchase and use of zero-emission, heavy-duty vehicles. Mr. LaMarr asked if Supervisor Kuehl is talking about the same low-emitting vehicles. Mr. Hogo replied he is speaking of the definition, not of the amendment itself.

Mr. Rothbart indicated that in his experience with essential public services, they need to be able to respond to an emergency without limitations. For example, the public does not like sewage going into the streets, and we need to respond with a functioning vacuum truck that is reliable. CNG works very well, and we are converting slowly, but if we have a remote emergency, how do I fuel? We have three (3) refueling stations, but we still need to be able to provide this necessary service. Mr. Hogo replied that the fleet rule recognized that commercially there needs to be the ability to operate under certain routes and situations, that a number of vehicles are to remain diesel-powered, and we work closely on the implementation of that.

Ms. Loof asked how this is going to play out in the future context of the AQMP. Mr. Hogo replied that there is talk of expanding the fleet rules to private entities, and fleet rules for the public sector is actually moving forward, with near-zero, commercially available vehicles. Near-zero natural gas is available, with funding being provided through MSRC to help offset the cost.

Mr. Rothbart inquired with the encouragement to update and upgrade, what is the ripple effect on small businesses as the bills must be paid and you have to upgrade the facilities? Are the fees then passed on to rate payers? Mr. Hogo indicated it will translate into higher fees. Mr. Alatorre indicated it will affect small businesses and residents as well.

Ms. Loof asked, in the context of the fleet rule, if the staff analysis will show the costs passed on to the consumer, as well as the life cycle analysis of the costs. Mr. Hogo replied that the AQMP proposal is to work with industry and look for the ability to accelerate turnover to near-zero and zero-emission technologies. Funding is made available as it is a mandate, and industry is getting interested in working with staff. Chair Benoit commented when a rule comes before the Governing Board, there is a socioeconomic study done on the rule for the overall cost, which we have been doing on every rule that comes across.

Mr. DeWitt asked if cost is measured after the fact. Mr. Hogo indicated not for fleet rules.

Mr. Rothbart inquired pertaining to the health and safety code listed, given the Supreme Court ruling, and looking at advancing technology in the bigger picture of reducing emissions, as the heavy duty on-road trucks were not analyzed, if there is a thought at taking another stab at it. Mr. Hogo replied that in spanning to private fleets we need to get a waiver from the US EPA.

Agenda Item #5 – Status Report on Rule 1147 Technology Assessment

Mr. Tracy Goss provided an update on the Technology Assessment for Rule 1147: NOx Reductions from Miscellaneous Sources.

Mr. LaMarr asked about the 3,400 spray booths and eight (8) prep stations mentioned, if they were auto body shops. Mr. Goss replied that they include both auto body and manufacturing facilities, but the majority are auto body shops. Mr. Goss can provide a breakdown from staff. Mr. LaMarr further asked in regards to Handbill Printers, if they will be able to get some relief, and if they will have to go through new source review. Mr. Goss responded that we can work with them, especially if they emit less than a pound per day. We have provided in the rules recordkeeping options, but they will still have to go through the permitting process.

Ms. Loof asked about the 3,400 spray booths and 1,500 small ovens where the afterburners were mentioned, if the 0.9 tons per day of NOx emissions included the emissions from the afterburners. Ms. Loof also asked if there were calculations done for particulate matter (PM) emissions. Mr. Goss indicated yes regarding the emissions from the afterburners, and that he was not sure about PM emissions; however, the calculations were focused on NOx.

Agenda Item #6 – Implementation of AB 2766 Requirements

Ms. Kathryn Higgins provided an overview of the FY 2014-15 AB2766 Subvention Fund Program emission reduction and financial activity reported by participating local governments.

Ms. Loof asked for some examples of the public education projects. Ms. Higgins indicated that the public education projects were mostly implemented as joint projects with Councils of Governments, such as Clean Cities projects in Riverside, and some extend and align with CicLaVia-type projects, where the information is provided to, not only to their employers, but also to the public and students.

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

No comments.

Agenda Item #8 - Other Business

Ms. Loof indicated that she just noticed a typo on page three of the approved minutes, instead of layer, it should say LAER. Chair Benoit indicated since the change is typographical and not changing content, the change will be made.

Agenda Item #9 - Public Comment

No comments.

Adjournment

The meeting adjourned at 12:47 p.m.