

BOARD MEETING DATE: July 6, 2018

AGENDA NO. 18

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee held a meeting on Friday, June 8, 2018. The following is a summary of the meeting.

RECOMMENDED ACTION:
Receive and file.

Dr. Clark E. Parker, Sr., Acting Chair
Administrative Committee

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Committee Members

Present: Dr. Clark E. Parker, Sr./Acting Chair (videoconference), Mayor Ben Benoit/Vice Chair, and Mayor Pro Tem Judith Mitchell

Absent: Dr. William A. Burke/Chair

Call to Order

Dr. Parker called the meeting to order at 10:00 a.m.

DISCUSSION ITEMS:

- 1. Board Members' Concerns:** None to report.
- 2. Chairman's Report of Approved Travel:** As noted on the travel report, Mayor Pro Tem Mitchell will attend the monthly CARB Board meeting as the SCAQMD Board representative in Sacramento, CA, June 28-29, 2018. Mayor Pro Tem Mitchell and Supervisor Shawn Nelson will meet with members of the California Senate and House delegation to ask the federal government to do its fair share in reducing emissions in Washington, D.C., July 9-12, 2018. Dr. Joseph Lyou and Supervisor Janice Rutherford will attend the CCEEB Summer Issues Seminar in Squaw Valley, CA, July 15-19, 2018.
- 3. Report of Approved Out-of-Country Travel:** None to report.
- 4. Review July 6, 2018 Governing Board Agenda:** None to report.

5. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):** Compensation for consideration was included for all current Board Assistants and Consultants for FY 2018-19.

Moved by Mitchell; seconded by Benoit, unanimously approved.

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

6. **Pre-Audit Conference:** Assistant Deputy Executive Officer/Finance Sujata Jain reported that this is a pre-audit conference for the financial audit and the single audit for FY 2017-18. Auditors BCA Watson Rice LLP and Helen Chu (Partner) were present. Ms. Chu reported that once the audit is completed, opinions will be provided on the financial statements and on compliance with major federal programs. Internal controls will be reviewed to identify any material weaknesses or deficiencies, and a separate report will be issued regarding internal controls. The audit is scheduled to begin on June 19, 2018 for two weeks for planning and internal control review. The auditors will return on August 14, 2018 for the financial and single audit substantive and compliance testing. The report is expected to be completed in early October and a draft audit report will be presented to the Administrative Committee in early November. Mayor Pro Tem Mitchell commented that SCAQMD and public constituents are always concerned about the unfunded liability on pensions and addressing that issue would be helpful. Mayor Benoit commented that on the City of Wildomar's website, there is a web-based tool where the city can see the current unfunded liabilities, which provides an opportunity to update contracts. Dr. Parker asked where the unfunded liabilities will be noted on the report. Ms. Chu responded that the pension liability will be included in the financial statements, in addition to the notes.
7. **SCAQMD Pension Status Update:** Ms. Jain provided a presentation regarding pension liabilities. She reported that the SCAQMD formerly purchased Pension Obligation Bonds to offset SBCERA's increased contribution cost, but this approach did not work. Other options to offset liabilities include state pension reform; and after the Pension Obligations Bonds are paid off, the SCAQMD can set aside money to offset the net pension liability. Mayor Pro Tem Mitchell inquired whether the SCAQMD offers post-employment benefits. Ms. Jain responded no. Mayor Pro Tem Mitchell inquired about pension obligation cost. Ms. Jain responded that the remaining balance of the pension obligation bonds is \$36 million. Mayor Pro Tem Mitchell inquired whether there has been any consideration in paying down the pension liability to avoid additional interest accumulating. Dr. Parker inquired whether the bonds were issued without a call option and if the bonds are tax-exempt. Ms. Jain responded that one of the bonds

cannot be paid prior to maturity. Dr. Parker further added that tax exempt bonds are at a going rate of 4% and if we are paying double the amount in interest, especially if there is a call option to refinance them, then we could save half the cost. Ms. Jain responded that the 2004 bonds were issued at 5.5%, and at that time SBCERA's rate of return was projected to be 8%.

- 8. Status Report on Major Ongoing and Upcoming Projects for Information Management:** Technology Implementation Manager/Information Management Ora McEwan reported that projects are progressing well. The fiber cable upgrade has been completed, and the GIS open data portal, and the air quality index upgrade and conversion have gone live. All other projects are proceeding on schedule.

ACTION ITEMS:

- 9. Transfer and Appropriate Funds and Execute Contract for Short- and Long-Term Systems Development Maintenance and Support Services:** Ms. McEwan reported that this item is a request to execute a contract with a software development firm that has been previously approved by the Board to provide funding for the development of a mobile phone application. Mayor Benoit inquired whether that was a new application for the SCAQMD. Ms. McEwan explained that the current application was built in 2005 and will be replaced with two applications; one for Apple phones and one for Android phones. Mayor Benoit further commented that it would be beneficial to incorporate the GIS application into the new phone application. Ms. McEwan confirmed that there will be GIS capabilities.

Moved by Mitchell; seconded by Benoit, unanimously approved.

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

- 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:** Assistant Deputy Executive Officer/Science & Technology Advancement Dr. Jason Low reported that this is an annual item. SCAQMD is expected to receive grant awards for two air monitoring programs. This action is to recognize revenue from those awards once they are received; recognize and appropriate the remaining funds from other U.S. EPA monitoring programs, as well as the community air toxics programs; and to purchase air monitoring and laboratory equipment, and a vehicle. Dr. Parker inquired whether the monitors will be low-cost or the more

traditional monitoring equipment. Dr. Low responded that these will be the reference-level equipment, not low-cost sensors.

Moved by Mitchell; seconded by Benoit, unanimously approved.

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

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:** Planning and Rules Manager/Planning, Rule Development & Area Sources Ian MacMillan reported that this item is for the Annual Emissions Reporting (AER) program where emissions information will be collected to report to CARB under AB 197. CARB currently publishes all of the emissions information on their website, utilizing the air pollution mapping tool. As part of that data collection effort, back-end technical work is needed. CARB is providing grants to air districts to help collect the information to pass through to CARB. This action is to authorize the Executive Officer to enter into that grant agreement. The amount will be \$50,000 in the first year and \$25,000 per year thereafter. The funds for the first year will be used to help maintain and upgrade the SCAQMD Annual Emissions Reporting software that is used to collect emissions information.

Moved by Benoit; seconded by Mitchell, unanimously approved.

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

WRITTEN REPORT:

12. **Environmental Justice Advisory Group Draft Minutes for the April 20, 2018 Meeting:** Deputy Executive Officer/Legislative, Public Affairs & Media Derrick Alatorre reported that this item is a written report.

OTHER MATTERS:

13. **Other Business**
There was no other business.

14. Public Comment Period

There were no public comments.

15. Next Meeting Date

The next regular Administrative Committee meeting is scheduled for July 13, 2018 at 10:00 a.m.

Adjournment

The meeting adjourned at 10:38 a.m.

Attachment

Draft Environmental Justice Advisory Group Minutes for the April 20, 2018 Meeting

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

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 Lyou, 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 26th 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 30th 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 27th 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. Rhetta 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 7th.

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