

BOARD MEETING DATE: August 5, 2022

AGENDA NO. 16

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee held a meeting remotely on Friday, June 10, 2022. The following is a summary of the meeting.

RECOMMENDED ACTION:
Receive and file.

Ben J. Benoit, Chair
Administrative Committee

SN:cb

Committee Members

Present: Chair Ben Benoit, Committee Chair
Senator (Ret.) Vanessa Delgado, Vice Chair
Mayor Michael Cacciotti
Board Member Gideon Kracov
Supervisor Janice Rutherford

Call to Order

Chair Benoit called the meeting to order at 10:00 a.m.

For additional details of the Administrative Committee Meeting, please refer to the Webcast at: [Webcast](#)

DISCUSSION ITEMS:

1. **Board Members' Concerns:** There were no concerns to report.
2. **Chair's Report of Approved Travel:** Board Member Kracov reported travel to Sacramento for two CARB meetings.

3. **Report of Approved Out-of-Country Travel:** There was no travel to report.
4. **Review August 5, 2022 Governing Board Agenda:** Wayne Nastri, Executive Officer, provided an update that there is no set hearing items because the agency will be providing an update on the Draft 2022 AQMP in August. There are three other items: 1) BACT Guidelines 2) AB2588 Health Risks 3) Rule 2015 RTC Price Ceiling issues.

Board Member Kracov inquired if there is any expected push back for the rule forecast report. Mr. Nastri responded that we are dark in July and we are working on the rule forecast report for the August Board meeting.

5. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):** Fiscal Year 2022/2023 contract proposals were submitted for the consultants of Board Members: Cacciotti, Richardson and Rodriguez.

Moved by Cacciotti; seconded by Rutherford, unanimously approved.

Ayes: Benoit, Delgado, Cacciotti, Kracov, Rutherford
Noes: None

6. **Update on South Coast AQMD Inclusion, Diversity and Equity Efforts:** Francis Fernando, Senior Public Affairs Specialist/Diversity, Equity & Inclusion, provided an update on agency efforts and reported that Councilmember Nithya Raman was a keynote speaker for commemoration of Asian Pacific Islander Heritage month and Supervisor Sheila Kuehl was a keynote speaker for Pride month. Mr. Fernando discussed events in June, and highlighted a fabulous female for Fabulous Female Friday.
7. **Pre-Audit Conference (Presenter: Helen Chu, Quality Control Partner and Rusty Cabilin, Engagement Partner):** This is item is a pre-audit conference with the auditors from the audit firm of BCA Watson Rice, LLP. Managing Partner, Michael De Castro and Engagement Partner, Rusty Cabilin presented the audit timeline process for the fiscal year that will end on June 30, 2022. They reported that the audit will begin in early August and a draft report will be issued in November and a final report by year end.
8. **Audit Reports of AB 2766 Fee Revenue Recipients for Fiscal Years Ending June 30, 2018 and 2019:** Sujata Jain, Chief Financial Officer/Finance, reported that this item is to transmit the audit report of AB 2766. She indicated that the agency receives \$4 annually from the DMV for each of the motor vehicle registrations. 30 percent of DMV registrations is distributed to South Coast AQMD, 30 percent is distributed to MSRC and 40 percent is subvented to local

governments. State law requires that DMV money collected be audited every two years by independent auditors. This audit report is for fiscal year 2017/2018 and 2018/2019. This audit report noted that there was a high level of compliance and there were four entities out of 162 that had monetary findings and 20 had non-monetary findings. All the findings have been resolved.

Chair Benoit commented that this report gets better each year.

9. **Status Report on Major Ongoing and Upcoming Projects for Information Management:** Mark Henninger, Information Technology Manager/Information Management, reported that IM staff successfully deployed the latest phase of the online reporting portal to allow users to file an initial site information report. Staff also deployed enhancement to the South Coast AQMD mobile application, which adds a color scheme for people with color vision deficiencies and the implemented provisions of the COVID-19 supplemental paid sick-leave (SB 114) for the payroll system.

ACTION ITEMS:

10. **Amend Contract to Provide Short- and Long-Term Systems Development, Maintenance and Support Services:** Mark Henninger, Information Technology Manager/Information Management, reported that this is a routine request to amend contracts and add fundings for short-and long-term systems development, maintenance and support services. The funds are available in the Information Management budget.

Moved by Cacciotti; seconded by Rutherford, unanimously approved.

Ayes: Benoit, Delgado, Cacciotti, Kracov, Rutherford
Noes: None

WRITTEN REPORT:

11. There were no written reports.

OTHER MATTERS:

12. **Other Business:** Mayor Cacciotti requested a meeting to discuss outreach for commercial lawn equipment and lawn program with Mr. Nastri, Chair Benoit and Vice Chair Delgado.
13. **Public Comment:** Mr. Harvey Eder, Public Solar Power Coalition, provided public comment on solar power and funding.

14. **Next Meeting Date:** The next regular Administrative Committee meeting is scheduled for August 12, 2022 at 10:00 a.m.

Adjournment

The meeting adjourned at 10:24 a.m.