

BOARD MEETING DATE: October 6, 2023

AGENDA NO. 17

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee held a hybrid meeting on Friday, September 8, 2023. The following is a summary of the meeting.

RECOMMENDED ACTION:
Receive and file.

Vanessa Delgado, Chair
Administrative Committee

SN:cb

Committee Members

Present: Chair Vanessa Delgado, Committee Chair
Vice Chair Michael Cacciotti
Supervisor V. Manuel Perez

Absent: Board Member Gideon Kracov

Call to Order

Chair Delgado called the meeting to order at 10:02 a.m.

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

DISCUSSION ITEMS:

1. **Board Members' Concerns:** There were no concerns to report.
2. **Chair's Report of Approved Travel:** Travel was reported for Board Member Kracov to Sacramento, California for a Senate Hearing and CARB meeting.

3. **Report of Approved Out-of-Country Travel:** Travel was reported for Sarah Rees, Deputy Executive Officer/Planning, Rule Development and Implementation, to Europe to visit MAN Energy Systems and Port Tours in Rotterdam and Antwerp.
4. **Review October 6, 2023 Governing Board Agenda :** Wayne Nastri, Executive Officer noted for Board Member awareness the Set Hearings for Proposed Amended Rules 2011 and 2012, which relates to continuous emissions monitoring systems for RECLAIM facilities, and Proposed Amended Rule 1180 and Proposed Rule 1180.1, which relates to the fence line and community air monitoring program. Also Rule 1405 Public Hearing has been moved to December and an update will be provided on MATES VI. Bayron Gilchrist, General Counsel, reminded that the meeting will be held in Valley Glen. For additional information please refer to the [Webcast at 8:16](#).
5. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):** There were three proposals, so this item was moved to Action Items. For additional information please refer to the [Webcast at 9:14](#).
6. **Update on South Coast AQMD Inclusion, Diversity and Equity Efforts:** Cessa Heard-Johnson, Diversity, Equity & Inclusion Officer, provided an update on agency efforts, seasonal events, cultural displays, upcoming statewide working group, and discussed Rose Schneiderman for Fabulous Female Friday.

Chair Delgado appreciated the efforts of going out into the community. Vice Chair Cacciotti inquired what has impacted Dr. Heard-Johnson from going out into the community. Dr. Heard-Johnson commented that it has been powerful to get the communities together. Supervisor Perez commented on the efforts and a cultural war to try to find a middle ground and get communities to be open-minded. For additional information please refer to the [Webcast at 10:01](#).

7. **Status Report on Major Ongoing and Upcoming Projects for Information Management:** Ron Moskowitz, Chief Information Officer/Information Management, reported on the status of various projects and projects that have been completed. For additional information please refer to the [Webcast at 22:24](#).
8. **Report of RFQs/RFPs Scheduled for Release in October:** Sujata Jain, Chief Financial Officer/Finance, reported that this item is to issue an RFP for software system development, maintenance and support services. The funds are included in the budget for fiscal year 2023/2024. For additional information please refer to the [Webcast at 23:58](#).

ACTION ITEM S:

5. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):**
There were three proposals: Board Member Gideon Kracov’s Board Consultant, Destiny Rodriguez, Councilmember Jose Luis Solache’s Board Assistant, Marisela Santana, and Board Consultant, Uduak-Joe Ntuk: all contract modifications for September 1, 2023 to June 30, 2024.

Moved by Cacciotti; seconded by Perez, unanimously approved.

Ayes: Cacciotti, Delgado, Perez
Noes: None
Absent: Kracov

9. **Adopt Resolution, Recognize Revenue, Appropriate Funds, Execute and/or Amend Contracts, and Issue Solicitations and Purchase Orders for Continued AB 617 Implementation:** Ms. Jain reported that this item is to adopt a resolution to accept the terms and conditions of an AB 617 Implementation Grant , recognize revenue from CARB into the General Fund in the amount of \$3,326,667 and appropriate \$3,400,000 into fiscal year budgets 2023/2024 or 2024/2025 for AB 617 expenses. This item is also to authorize the Executive Officer to execute contracts for AB 617 implementation grant activities for items that are listed in Tables 1 through 3 of the Board letter.

It was identified for the record that Supervisor Perez is a Board Member for CARB, but does not have a financial interest and can participate in the item.

For additional information please refer to the [Webcast at 24:40](#).

Moved by Cacciotti; seconded by Perez, unanimously approved.

Ayes: Cacciotti, Delgado, Perez
Noes: None
Absent: Kracov

10. **Recognize Revenue, Appropriate Funds, Execute and/or Amend Contracts, and Issue Solicitations and Purchase Orders for U.S. EPA Grants :** Dr. Jason Low, Deputy Executive Officer/Monitoring & Analysis, reported that South Coast AQMD was awarded two grants by U.S. EPA . One to expand the pilot sensor library program and the second to enhance measurements in the PM2.5 Wilmington area. This item is to recognize about \$1,000,000 from U.S. EPA and appropriate the funds to the Monitoring & Analysis budget, execute contracts and issue solicitations and purchase orders to support those projects.

For additional information please refer to the [Webcast at 26:58](#).

Moved by Cacciotti; seconded by Perez, unanimously approved.

Ayes: Cacciotti, Delgado, Perez

Noes: None

Absent: Kracov

WRITTEN REPORT :

11. **Local Government & Small Business Assistance Advisory Group Minutes for the June 9, 2023 Meeting:** The report was acknowledged and received.

OTHER MATTERS:

12. **Other Business:** There was no other business to report.
13. **Public Comment:** There was no public comment.
14. **Next Meeting Date:** The next regular Administrative Committee meeting is scheduled for Friday, October 13, 2023 at 10:00 a.m.

Adjournment

The meeting was adjourned at 10:27 a.m.



South Coast Air Quality Management District

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LOCAL GOVERNMENT & SMALL BUSINESS ASSISTANCE ADVISORY GROUP FRIDAY, JUNE 9, 2023 MEETING MINUTES

MEMBERS PRESENT:

South Coast AQMD Board Members:
Councilmember Carlos Rodriguez, LGSBA Chair
Mayor Patricia Lock Dawson
Supervisor Curt Hagman
Councilmember Jose Luis Solache

Public Members:

Paul Avila, P.B.A. & Associates
Geoffrey Blake, Metal Finishers of Southern California
LaVaughn Daniel, DancoEN
John DeWitt, JE DeWitt, Inc.
Bill LaMarr, California Small Business Alliance
Rita Loof, RadTech International
David Rothbart, Los Angeles County Sanitation Districts

MEMBERS ABSENT:

Felipe Aguirre
Rachelle Arizmendi
Todd Campbell, Clean Energy
Eddie Marquez, Roofing Contractors Association

OTHERS PRESENT:

Mark Abramowitz
Mark Taylor, Board Member Consultant (*Rodriguez*)

SOUTH COAST AQMD STAFF:

Susan Nakamura, Chief Operating Officer
Derrick Alatorre, Deputy Executive Officer
Anissa Heard-Johnson, Deputy Executive Officer
Aaron Katzenstein, Deputy Executive Officer
Terrence Mann, Deputy Executive Officer
Lisa Tanaka O'Malley, Assistant Deputy Executive Officer
Mei Wang, Assistant Deputy Executive Officer
Jillian Wong, Assistant Deputy Executive Officer
Victor Yip, Assistant Deputy Executive Officer

Daphne Hsu, Principal Deputy District Counsel
Mark Henninger, Information Technology Manager
Bettina Burleigh Sanchez, Senior Air Quality Engineer
Bahareh Farahani, Program Supervisor
Elaine-Joy Hills, Senior Staff Specialist
Van Doan, Air Quality Specialist
De Groeneveld, Senior Information Technology Specialist
Kevin Cao, Senior Information Technology Specialist
Cristina Lopez, Senior Public Affairs Specialist
Debra Ashby, Senior Public Affairs Specialist
Cindy Bustillos, Executive Secretary
Aisha Reyes, Senior Administrative Secretary
Catherine Rodriguez, Senior Administrative Secretary

Agenda Item #1 – Roll Call/Call to Order/Opening Remarks

Chair Carlos Rodriguez called the meeting to order at 11:30 a.m., roll call was taken, and a quorum was present.

For additional details of the Local Government and Small Business Assistance (LGSBA) Advisory Group Meeting, please refer to the [Webcast](#).

Agenda Item #2 – Approval of April 14, 2023 Meeting Minutes

Chair Rodriguez called for approval of the April 14, 2023 meeting minutes.

There were no public comments.

Motion to approve minutes made by Geoffrey Blake; seconded by Jose Luis Solache; approved.

Ayes: Avila, Blake, Hagman, Daniel, Dawson, DeWitt, LaMarr, Loof, Rodriguez, Rothbart, Solache

Noes: None

Abstained: None

Absent: Aguirre, Arizmendi, Campbell, Marquez

For additional details, please refer to the [Webcast](#), beginning at 4:47.

Agenda Item #3 – Review of Follow-Up and Action Items

Derrick Alatorre, Deputy Executive Officer, Legislative, Public Affairs and Media, announced that the list of schools in Los Angeles County that have received funding for busses that was requested at the April 14, 2023 meeting was emailed to the Advisory Group on April 18, 2023.

There were no public comments.

For additional details, please refer to the [Webcast](#), beginning at 6:43.

Agenda Item #4 – Proposed Updates to Best Available Control Technology Guidelines (BACT)

Bahareh Farahani, Program Supervisor, Engineering and Permitting, provided information on proposed updates to the BACT guidelines.

Rita Loof asked if South Coast AQMD looked at other air districts' BACT guidelines. Ms. Farahani replied that there are working group meetings with CARB and other air districts to discuss new updates.

David Rothbart asked if there were any source tests for linear generators using biogas. Jason Aspell, Deputy Executive Officer, Engineering and Permitting, replied that there are no new BACT determinations for biogas.

Paul Avila referenced slide #10 and asked if older boilers are still in use and how BACT is applicable. Mr. Aspell clarified that BACT is applicable to new or modified equipment with emission increases. Mr. Avila asked if existing boilers are being monitored. Susan Nakamura, Chief Operating Officer, Executive Office, replied that existing boilers are subject to Rules 1146, 1146.1, and 1146.2 and ongoing source testing requirements are required demonstrate compliance with emission limits.

Supervisor Curt Hagman asked how long the BACT determination process takes. Ms. Farahani referenced slide #5 and replied that it takes approximately 1½ years. Supervisor Hagman asked if it's possible to quickly test and certify equipment to prevent delays in permitting. Mr. Aspell replied that the listed equipment has already been achieved in practice and BACT determinations do not delay the permitting process.

Mr. Rothbart commented on the importance of equipment reliability. Mr. Aspell stated that reliability determination is part of the BACT review process.

There were no public comments.

For additional details on the presentation and discussions, please refer to the [Webcast](#), beginning at 34:43.

Agenda Item #5 – Update on Draft Letter from LGSBA Advisory Group on CARB’s Community Air Protection Blueprint

Mr. Alatorre stated that staff recommended the draft letter be presented to the Governing Board, instead of the Administrative Committee.

Chair Rodriguez clarified that Governing Board members serving on the LGSBA Advisory Group cannot vote on this item.

Mr. Alatorre stated that with the exclusion of Governing Board members, there is no quorum and voting on this item cannot take place during this meeting.

Ms. Loof suggested to include a draft letter from the Governing Board to CARB along with this letter for approval. Mr. Alatorre stated that the Governing Board will not revise this letter and it will be from the LGSBA Advisory Group. A board letter detailing the request will be included.

Chair Rodriguez asked for confirmation that the intent of the letter is to request the Governing Board to write a letter to CARB expressing support for industry trade groups to participate on the Community Steering Committees.

Ms. Loof and Bill LaMarr confirmed Chair Rodriguez’s statement.

Supervisor Hagman suggested to present the letter to the Governing Board to forward to CARB. He also encouraged LGSBA Advisory Group members to attend Governing Board meetings and provide comments on this topic.

Daphne Hsu explained the purpose of the Advisory Group is to advise the Governing Board and the letter needs approval by the Governing Board before being sent to another entity.

Ms. Loof asked if a draft potential letter from the Governing Board to CARB could be prepared for the next meeting. Chair Rodriguez stated that the existing draft letter is adequate, with a minor edit to include language to request the Governing Board to write a new letter.

There were no public comments.

For additional details, please refer to the [Webcast](#), beginning at 8:02.

Agenda Item #6 – Update on Technology Advancement Projects

Aaron Katzenstein, Deputy Executive Officer, Technology Advancement Office, provided an overview and highlights on South Coast AQMD technology advancement projects.

Ms. Loof referenced slides #5 and #8 and asked for clarification on the different funding amounts. Dr. Katzenstein stated that the difference was due to unused Clean Fuels funds as other grants were also available. Ms. Loof commented on the funding amount applied to stationary sources and asked if additional incentives would be offered. Dr. Katzenstein clarified that amount applied towards stationary sources is not incentives; it is the technology development portion of the Clean Fuels program.

Supervisor Hagman commented on emerging technologies. Dr. Katzenstein referenced slide #7 and stated that a lot of funding for research, development, and demonstration are for local universities to develop new technology.

Mr. Rothbart commented on different fuel sources, including hydrogen fuel, and asked about related infrastructure development. Dr. Katzenstein discussed renewable power and infrastructure.

Mr. LaMarr referenced slide #19 and discussed battery weights, tire-wear, brake-wear, and fine particulates. Dr. Katzenstein discussed studies on tire emissions and development of new tire formulations. Mr. LaMarr referenced slide #4 and asked about proof-of-commercialization. Dr. Katzenstein explained commercialization and provided examples.

John DeWitt asked about post-implementation cost-effectiveness. Dr. Katzenstein stated that it is difficult to relate emission reduction to technology demonstration projects at initial deployment; however, emission benefits become more apparent as new technologies are mass deployed.

There were no public comments.

For additional details, please refer to the [Webcast](#), beginning at 1:01:47.

Agenda Item #7 – Other Business

Mr. Rothbart asked for clarification on quorum requirement for voting. Ms. Hsu replied that a quorum is required for voting. Since Governing Board members are excluded from voting on agenda item #5, there is no quorum. Mr. Alatorre added that Governing Board members are excluded because they will be voting on the same item later.

Ms. Loof asked about exclusion of Governing Board members from voting. Ms. Hsu explained that there may be additional comments when it is presented to the Governing Board later, which may affect their voting positions.

Supervisor Hagman asked if the Governing Board members who are excluded from voting could also be excluded when determining a quorum. Ms. Hsu explained that the charter requires a quorum to approve a recommendation to the Governing Board.

There were no public comments.

For additional details, please refer to the [Webcast](#), beginning at 1:37:12

Agenda Item #8 – Public Comment

There were no public comments.

Agenda Item #9 – Next Meeting Date

The next regular LGSBA Advisory Group meeting is scheduled for Friday, August 11, 2023, at 11:30 a.m.

Adjournment

The meeting adjourned at 1:13 p.m.