



South Coast Air Quality Management District

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

ADMINISTRATIVE COMMITTEE MEETING

Committee Members

Chair Vanessa Delgado, Committee Chair
Councilmember Michael Cacciotti, Vice Chair
Board Member Gideon Kracov
Supervisor V. Manuel Perez

March 10, 2023 ♦ 10:00 a.m.

TELECONFERENCE LOCATION

Office of Supervisor V. Manuel Perez
73710 Fred Waring Drive
Suite 222
Palm Desert, CA 92260

A meeting of the South Coast Air Quality Management District Administrative Committee will be held at 10:00 a.m. on Friday, March 10, 2023 through a hybrid format of in-person attendance in the Dr. William A. Burke Auditorium at the South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, and/or virtual attendance via videoconferencing and by telephone. Please follow the instructions below to join the meeting remotely.

Given health and safety concerns, seating availability may be limited, and the meeting format may be changed to full remote via webcast. Please refer to South Coast AQMD's website for information regarding the format of the meeting, updates if the meeting is changed to a full remote via webcast format, and details on how to participate:

<http://www.aqmd.gov/home/news-events/meeting-agendas-minutes>

Face Coverings

In accordance with state and local public health department guidelines, wearing a mask is based on personal preference for people attending the meeting at South Coast AQMD Headquarters.

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION AT BOTTOM OF AGENDA

Join Zoom Webinar Meeting - from PC or Laptop

<https://scaqmd.zoom.us/j/93760468442>

Zoom Webinar ID: 937 6046 8442 (applies to all)

Teleconference Dial In

+1 669 900 6833

One tap mobile

+16699006833,93760468442#

Audience will be able to provide public comment through telephone or Zoom connection during public comment periods.

PUBLIC COMMENT WILL STILL BE TAKEN

AGENDA

Members of the public may address this body concerning any agenda item before or during consideration of that item (Gov't. Code Section 54954.3(a)). If you wish to speak, raise your hand on Zoom or press Star 9 if participating by telephone. All agendas for regular meetings are posted at South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, at least 72 hours in advance of the regular meeting. Speakers may be limited to three (3) minutes total for all items on the agenda.

CALL TO ORDER

- Roll Call

DISCUSSION ITEMS – Items 1 through 7:

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|----|--|---|------------|
| 1. | Board Members' Concerns (<i>No Motion Required</i>)
<i>Any member of the Governing Board, on his or her own initiative may raise a concern to the Administrative Committee regarding any South Coast AQMD items or activities.</i> | Chair Vanessa Delgado
Committee Chair | |
| 2. | Chair's Report of Approved Travel (<i>No Motion Required</i>) | Chair Delgado | pg. 6 |
| 3. | Report of Approved Out-of-Country Travel (<i>No Motion Required</i>) | Wayne Nastri
Executive Officer | |
| 4. | Review April 7, 2023 Governing Board Agenda | Wayne Nastri | pgs. 7-17 |
| 5. | Approval of Compensation for Board Member Assistant(s)/ Consultant(s) (Any material, if submitted, will be distributed at the meeting.) (<i>Motion Requested if Proposal Made</i>) | Chair Delgado | pgs. 18-36 |
| 6. | Update on South Coast AQMD Inclusion, Diversity and Equity Efforts (<i>No Motion Required</i>)
<i>Staff will provide an update on current and future efforts for our internal processes and programs.</i> | Cessa Heard-Johnson,
PhD, Diversity, Equity
and Inclusion Officer | pgs. 37-47 |
| 7. | Status Report on Major Ongoing and Upcoming Projects for Information Management (<i>No Motion Required</i>)
<i>Information Management is responsible for data systems management services in support of all South Coast AQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects.</i> | Ron Moskowitz
Chief Information Officer,
Information Management | pgs. 48-54 |

ACTION ITEMS – Items 8 through 11:

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| 8. | Amend Contract to Provide Systems Development, Maintenance and Support Services (<i>Motion Requested</i>)
<i>South Coast AQMD currently has contracts with several companies</i> | Ron Moskowitz | pgs. 55-57 |
|----|--|---------------|------------|

for short- and long-term systems development, maintenance and support services. These contracts are periodically amended as additional needs are defined. This action is to amend contracts previously approved by the Board to add additional funding for needed development and maintenance work in an amount not to exceed \$250,000 for AgreeYa Solutions, \$525,000 for Prelude Systems, \$250,000 for Sierra Cybernetics, and \$825,000 for Varsun eTechnologies. Funding is available in Information Management's FY 2022-23 Budget.

9. Transfer and Appropriate Funds, Issue Purchase Orders and/or Execute Contracts, Add/Delete Positions to Meet Operational Needs for Rule 1180 Air Monitoring Program (***Motion Requested***)
In June 2018, the Board created the Rule 1180 Special Revenue Fund (78) to establish and maintain a community air monitoring network near refineries. The FY 2022-23 budget for this program includes approximately \$4.6 million in annual fees from refineries for community air monitoring. These actions are to transfer and appropriate funds up to \$100,000 from the Rule 1180 Special Revenue Fund (78), appropriate up to \$230,000 from the General Fund Undesignated (Unassigned) Fund Balance to Monitoring and Analysis Division's FY 2022-23 and/or FY 2023-24 Budget, issue purchase orders and/or execute contracts, and add/delete positions to meet operational needs of the Rule 1180 Air Monitoring Program.

Jason Low, PhD, pgs. 58-65
Deputy Executive Officer,
Monitoring & Analysis
10. Remove Various Fixed Assets from South Coast AQMD Inventory (***Motion Requested***)
South Coast AQMD Administrative Policies and Procedures No. 20 requires each organizational unit to review fixed assets for obsolescence and disposal every year. This action is to approve removal of surplus equipment and motor vehicles determined to be obsolete, non-operational and not worth repairing.

Sujata Jain pgs. 66-69
Chief Financial Officer,
Finance
11. Execute Contract for Independent Audit Services for FYs Ending June 30, 2023, 2024, and 2025 (***Motion Requested***)
On November 4, 2022, the Board approved release of an RFP for independent financial audit services. Four proposals were submitted to the Administrative Committee for consideration at its March 3, 2023 meeting. After the Committee interviewed representatives of each of the firms, (CONTRACTOR) was selected to be recommended to the full Board.

Sujata Jain pgs. 70-71

WRITTEN REPORTS:

12. Local Government & Small Business Assistance Advisory Group Minutes for the January 13, 2023 Meeting (***No Motion Required***)
Attached for information only are the Local Government & Small Business Assistance Advisory Group minutes for the January 13, 2023 meeting.

Derrick J. Alatorre pgs. 72-78
Deputy Executive
Officer, Legislative,
Public Affairs &
Media

OTHER MATTERS:

13. Other Business

Chair Delgado

Any member of the Committee, or its staff, on his or her own initiative or in response to questions posed by the public, may ask a question for clarification, may make a brief announcement or report on his or her own activities, provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter, or may take action to direct staff to place a matter of business on a future agenda. (Govt Code Section 54954.2)

14. Public Comment

At the end of the regular meeting agenda, an opportunity is provided for the public to speak on any subject within the Committee's authority that is not on the agenda. Speakers may be limited to three (3) minutes total.

15. **Next Meeting Date:** Friday, April 14, 2023 at 10:00 a.m.

ADJOURNMENT

Americans with Disabilities Act and Language Accessibility

Disabilities and language-related accommodations can be requested to allow participation in the Administrative Committee meeting. The agenda will be made available, upon request, in appropriate alternative formats to assist persons with a disability (Gov't Code Section 54954.2(a)). In addition, other documents may be requested in alternative formats and languages. Any disability or language-related accommodation must be requested as soon as practicable. Requests will be accommodated unless providing the accommodation would result in a fundamental alteration or undue burden to the South Coast AQMD. Please contact Cindy Bustillos at (909) 396-2377 from 7:00 a.m. to 5:30 p.m., Tuesday through Friday, or send the request to cbustillos@aqmd.gov.

Document Availability

All documents (i) constituting non-exempt public records, (ii) relating to an item on an agenda for a regular meeting, and (iii) having been distributed to at least a majority of the Committee after the agenda is posted, are available by contacting Cindy Bustillos at (909) 396-2377, or send the request to cbustillos@aqmd.gov.

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION

Instructions for Participating in a Virtual Meeting as an Attendee

As an attendee, you will have the opportunity to virtually raise your hand and provide public comment.

Before joining the call, please silence your other communication devices such as your cell or desk phone. This will prevent any feedback or interruptions during the meeting.

Please note: During the meeting, all participants will be placed on Mute by the host. You will not be able to mute or unmute your lines manually.

After each agenda item, the Chair will announce public comment.

Speakers will be limited to a total of three (3) minutes for the Consent Calendar and Board Calendar, and three (3) minutes or **less** for other agenda items.

A countdown timer will be displayed on the screen for each public comment.

If interpretation is needed, more time will be allotted.

Once you raise your hand to provide public comment, your name will be added to the speaker list. Your name will be called when it is your turn to comment. The host will then unmute your line.

Directions for Video ZOOM on a DESKTOP/LAPTOP:

- If you would like to make a public comment, please click on the **“Raise Hand”** button on the bottom of the screen.
- This will signal to the host that you would like to provide a public comment and you will be added to the list.

Directions for Video Zoom on a SMARTPHONE:

- If you would like to make a public comment, please click on the **“Raise Hand”** button on the bottom of your screen.
- This will signal to the host that you would like to provide a public comment and you will be added to the list.

Directions for TELEPHONE line only:

- If you would like to make public comment, please **dial *9** on your keypad to signal that you would like to comment.

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT**EXECUTIVE OFFICE****MEMORANDUM**

DATE: March 10, 2023

TO: Administrative Committee

FROM: Wayne Nastri, Executive Officer

SUBJECT: Report of Travel

The following is a report of Chair approved travel:

DATE	TRAVELER	DESTINATION	PURPOSE
January 22, 2023	Board Member Gideon Kracov	Riverside, CA	Board Member Kracov attended the CARB meeting as the South Coast AQMD Board representative.
February 13-16, 2023	Board Member Gideon Kracov	Central Valley, CA	Board Member Kracov attended Central Valley EJ meetings, a CARB meeting, a meeting with San Joaquin Valley Air Pollution Control District, and the World AG Expo as the South Coast AQMD Board representative.

There is no upcoming staff out-country travel.

3/3/23 – 3:30 pm

DRAFT A G E N D A

HYBRID GOVERNING BOARD MEETING APRIL 7, 2023

A meeting of the South Coast Air Quality Management District Board will be held at 9:00 a.m. on Friday, April 7, 2023 through a hybrid format of in-person attendance in the Dr. William A. Burke Auditorium at the South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, and/or virtual attendance via videoconferencing and by telephone. Please follow the instructions below to join the meeting remotely.

Given health and safety concerns, the meeting format may be changed to full remote via webcast. Please refer to South Coast AQMD's website for information regarding the format of the meeting, updates if the meeting is changed to a full remote via webcast format, and details on how to participate:

<http://www.aqmd.gov/home/news-events/meeting-agendas-minutes>

Face Coverings	In accordance with state and local public health department guidelines, wearing a mask is based on personal preference for people attending the meeting at South Coast AQMD Headquarters.
Electronic Participation Information (Instructions provided at the bottom of the agenda)	<p>Join Zoom Meeting - from PC, Laptop or Phone https://scagmd.zoom.us/j/93128605044 Meeting ID: 931 2860 5044 (applies to all) Teleconference Dial In +1 669 900 6833 or +1 253 215 8782 One tap mobile +16699006833,,93128605044# or +12532158782,,93128605044#</p> <p>Spanish Language Only Audience (telephone) Número Telefónico para la Audiencia que Habla Español Teleconference Dial In/Numero para llamar: +1 669 900 6833 Meeting ID/Identificación de la reunión: 932 0955 9643 One tap mobile: +16699006833,,93209559643#</p>
Public Comment Will Still Be Taken	<p>Audience will be allowed to provide public comment in person and through Zoom connection or telephone. Phone controls for participants: The following commands can be used on your phone's dial pad while in meeting: *6 (Toggle mute/unmute); *9 - Raise hand</p>

Questions About an Agenda Item	<ul style="list-style-type: none"> ▪ The name and telephone number of the appropriate staff person to call for additional information or to resolve concerns is listed for each agenda item. ▪ In preparation for the meeting, you are encouraged to obtain whatever clarifying information may be needed to allow the Board to move expeditiously in its deliberations.
Meeting Procedures	<ul style="list-style-type: none"> ▪ The public meeting of the South Coast AQMD Governing Board begins at 9:00 a.m. The Governing Board generally will consider items in the order listed on the agenda. However, <u>any item</u> may be considered in <u>any order</u>. ▪ After taking action on any agenda item not requiring a public hearing, the Board may reconsider or amend the item at any time during the meeting.

All documents (i) constituting non-exempt public records, (ii) relating to an item on the agenda, and (iii) having been distributed to at least a majority of the Governing Board after the agenda is posted, are available prior to the meeting for public review at South Coast AQMD's Clerk of the Boards Office, 21865 Copley Drive, Diamond Bar, CA 91765 or web page at www.aqmd.gov

Americans with Disabilities Act and Language Accessibility

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A webcast of the meeting is available for viewing at:

<http://www.aqmd.gov/home/news-events/webcast>

CALL TO ORDER

- Pledge of Allegiance
- Roll Call
- Opening Comments: Vanessa Delgado, Chair
Other Board Members
Wayne Nastri, Executive Officer
- Swearing in of Newly Appointed Board Member Patricia Lock Dawson

Staff/Phone (909) 396-

PUBLIC COMMENT PERIOD – (Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3) The public may comment on any subject within the South Coast AQMD's authority that does not appear on the agenda, during the Public Comment Period. Each speaker addressing non-agenda items may be limited to a total of (3) minutes.

CONSENT AND BOARD CALENDAR (Items X through XX)

Note: Consent and Board Calendar items held for discussion will be moved to Item No. XX

Items X and X – Action Items/No Fiscal Impact

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| 11933. | Approve Minutes of March 3, 2023 | Thomas/3268 |
| 12055. | Set Public Hearings May 5, 2023 to Consider Adoption of and/or Amendments to South Coast AQMD Rules and Regulations: | Nastri/3131 |
| 12053. | Determine That Proposed Amendments to Regulation III – Fees Are Exempt from CEQA; Amend Regulation III – Fees; and Adopt Executive Officer's Proposed Goals and Priority Objectives, and Proposed Budget for FY 2023-24 | Jain/2804 |
- The Executive Officer's Proposed Goals and Priority Objectives, and Proposed Budget for FY 2023-24 have been developed and are recommended for adoption. Proposed Amended Regulation III include: an increase of most fees by 5.6 percent consistent with the Consumer Price Index; new or increased fees in Regulation III which are necessary to provide more specific cost recovery for other regulatory actions taken by the agency; and administrative changes in Regulation III that include clarifications, deletions, insertions, or corrections of existing rule language, which have no fee impact. This action is to adopt the Resolution: 1) Determining that the proposed amendments to Regulation III - Fees are exempt from the California Environmental Quality Act;; 2) Amending Regulation III; and 3) Adopt the Executive Officer's Proposed Goals and Priority Objectives, and Proposed Budget for FY 2023-24. (Review: Administrative Committee and Special Board Meeting/Budget Workshop, April 14, 2023)

12057. Certify Final Subsequent Environmental Assessment for Proposed Amended Rule 1135 - Emissions of Oxides of Nitrogen From Electricity Generating Facilities; and Amend Rule 1135

Krause/2706

Proposed Amended Rule 1135 (PAR 1135) establishes NOx emission limits for electric generating units located on Santa Catalina Island to reflect current Best Available Retrofit Control Technology. PAR 1135 includes monitoring, reporting, and recordkeeping requirements for electric generating units located on Santa Catalina Island and extends the compliance deadline for boilers and gas turbines to comply with Rule 1135 emission limits. This action is to adopt the Resolution: 1) Certifying the Final Subsequent Environmental Assessment for Proposed Amended Rule 1135; and 2) Amending Rule 1135. (Reviewed: Stationary Source Committee August 19, 2022 and March 17, 2023)

12058. Determine That Proposed Amended Rule 463 – Organic Liquid Storage and Proposed Amended Rule 1178 – Further Reductions of VOC Emission from Storage Tanks at Petroleum Facilities, Are Exempt from CEQA; and Amend Rule 463 and Amend Rule 1178

Krause/2706

Proposed Amended Rules 463 and 1178 address U.S. EPA's limited disapproval of CARB's Oil and Gas Methane Rule. Proposed amendments to Rules 463 and 1178 are required to align the applicability threshold for storage tanks to demonstrate compliance with reasonably available control technology pursuant to U.S. EPA's 2016 Control Techniques Guidelines for the Oil and Natural Gas Industry. This action is to adopt the Resolution: 1) Determining that Proposed Amended Rule 463 – Organic Liquid Storage and Proposed Amended Rule 1178 – Further Reductions of VOC Emissions from Storage Tanks at Petroleum Facilities, are exempt from the requirements of CEQA; 2) Amending Rule 463; and 3) Amending Rule 1178. (Reviewed: Stationary Source Committee, March 17, 2023)

Item X through X – Budget/Fiscal Impact

12039. Adopt Resolutions Recognizing Revenues for FY 2022-23 Community Air Protection Program and Funding Agricultural Replacement Measures for Emission Reductions and Reimburse General Fund for Administrative Costs

Katzenstein/2219

In December 2022, South Coast AQMD executed grant agreements with CARB to receive FY 2022-23 incentive funds from the Community Air Protection Program (CAPP) and the Funding Agricultural Replacement Measures for Emission Reductions (FARMER) Program, in the amount of \$91,199,804 and \$1,413,500, respectively, of which 6.25 percent may be

used to fund administrative costs. These actions are to: 1) adopt Resolutions recognizing up to \$92 million in CAPP funds and \$1.5 million in FARMER funds from CARB into the Community Air Protection AB 134 Fund (77) and Carl Moyer Program Fund (32), respectively; and 2) reimburse the General Fund for administrative costs up to \$5,699,988 from the CAPP grant and up to \$88,344 from the FARMER Program. (Reviewed; Technology Committee, March 17, 2023; Recommended for Approval)

12040. Recognize Revenue, Transfer Funds and Execute Contracts for Assistance Implementing Enhanced Fleet Modernization Program **Katzenstein/2219**

Since 2015, South Coast AQMD has implemented an Enhanced Fleet Modernization Program (EFMP) branded as Replace Your Ride. In January 2023, CARB allocated an additional \$3 million in supplemental funds and additional administrative funds from other sources are needed to support the past years program implementation. These actions are to: 1) recognize, upon receipt, up to \$3 million in supplemental funds into the HEROS II Special Revenue Fund (56); 2) reimburse the General Fund up to \$450,000 from the HERO II Special Revenue Fund (56) for administrative costs necessary to implement EFMP; 3) transfer funds, not to exceed \$2 million, from the BP ARCO Settlement Projects Fund (46) to the HEROS II Special Revenue Fund (56) for EFMP administrative expenditures and transfer and appropriate up to \$40,000 from the HEROS II Special Revenue Fund (56) to the General Fund (01) to provide multilingual assistance to EFMP participants; and 4) authorize the Executive Officer to execute or amend contracts for EFMP implementation support with Opus Inspection, Foundation for California Community Colleges and Green Paradigm Consulting, Inc. in an amount not to exceed \$610,000, \$320,000, and \$330,000, from HEROS II Special Revenue Fund (56) for assisting program participants. (Reviewed; Technology Committee, March 17, 2023; Recommended for Approval)

12041. Execute Contract to Develop and Demonstrate Hydrogen Fuel Cell Mobile Power Generation System **Katzenstein/2219**

Zero-emission alternatives to stationary power generation systems are beginning to be addressed through fuel cell microgrids and energy storage. However, there has been little research into zero-emission energy alternatives for mobile power generation systems. This action is to execute a contract with RockeTruck, Inc. in an amount not to exceed \$200,000 to develop and demonstrate a mobile fuel cell power generation system from the Clean Fuels Program Fund (31). (Reviewed: Technology Committee, March 17, 2023; Recommended for Approval)

12046. Transfer and Appropriate Funds, Issue Purchase Orders and/or Execute Contracts, Add/Delete Positions to Meet Operational Needs for Rule 1180 Air Monitoring Program **Low/2269**

In June 2018, the Board created the Rule 1180 Special Revenue Fund (78) to establish and maintain a community air monitoring network near refineries. The FY 2022-23 budget for this program includes approximately \$4.6 million in annual fees from refineries for community air monitoring. These actions are to transfer and appropriate funds up to \$100,000 from the Rule 1180 Special Revenue Fund (78), appropriate up to \$230,000 from the

General Fund Undesignated (Unassigned) Fund Balance to Monitoring and Analysis Division's FY 2022-23 and/or FY 2023-24 Budget, issue purchase orders and/or execute contracts, and add/delete positions to meet operational needs of the Rule 1180 Air Monitoring Program. (Reviewed: Administrative Committee, March 10, 2023; Recommended for Approval)

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| 12047. | Amend Contracts to Provide Systems Development, Maintenance and Support Services | Moskowitz/3329 |
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South Coast AQMD currently has contracts with several companies for short- and long-term systems development, maintenance, and support services. These contracts are periodically amended as additional needs are defined. This action is to amend contracts previously approved by the Board to add additional funding for needed development and maintenance work in an amount not to exceed (\$250,000) for AgreeYa Solutions, (\$525,000) for Prelude Systems, (\$250,000) for Sierra Cybernetics, and (\$825,000) for Varsun eTechnologies. Funding is available in Information Management's FY 2022-23 Budget. (Reviewed: Administrative Committee, March 10, 2023; Recommended for Approval)

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| 12044. | Execute Contract for Independent Audit Services for FYs Ending June 30, 2023, 2024, and 2025 | Jain/2804 |
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On November 4, 2022 1, the Board approved release of an RFP for independent financial audit services. Six proposals were submitted to the Administrative Committee for consideration at its March 10, 2023 meeting. After the Committee interviewed representatives of each of the firms, (CONTRACTOR) was selected to be recommended to the full Board. (Reviewed: Administrative Committee, March 10, 2023; Recommended for Approval)

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| 12045. | Remove Various Fixed Assets from South Coast AQMD Inventory | Jain/2804 |
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South Coast AQMD Administrative Policies and Procedures No. 20 requires each organizational unit to review fixed assets for obsolescence and disposal every year. This action is to approve removal of surplus equipment and motor vehicles determined to be obsolete, non-operational and not worth repairing. (Reviewed: Administrative Committee, March 10, 2023; Recommended for Approval)

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| 11955. | Approve Contract Modification as Approved by MSRC | McCallon |
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Items X through XX – Information Only/Receive and File

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| 11839. | Rule and Control Measure Forecast | Rees/2856 |
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This report highlights South Coast AQMD rulemaking activities and public hearings scheduled for 2023. (No Committee Review)

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| 11874. | Hearing Board Report | Verdugo-Peralta |
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This reports the actions taken by the Hearing Board during the period of February 1 through February 28, 2023. (No Committee Review)

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| 11885. | Lead Agency Projects and Environmental Documents Received | Krause /2706 |
| | This report provides a listing of CEQA documents received by South Coast AQMD between February 1, 2023 and February 28, 2023, and those projects for which South Coast AQMD is acting as lead agency pursuant to CEQA. (Reviewed: Mobile Source Committee, March 17, 2023) | |
| 11907. | Legislative, Public Affairs and Media Report | Alatorre/3122 |
| | This report highlights the February 2023 outreach activities of the Legislative, Public Affairs and Media Office, which includes: Major Events, Community Events/Public Meetings, Environmental Justice Update, Speakers Bureau/Visitor Services, Communications Center, Public Information Center, Business Assistance, Media Relations and Outreach to Business and Federal, State and Local Government. (No Committee Review) | |
| 12010. | Civil Filings and Civil Penalties Report | Gilchrist/3459 |
| | This report summarizes monthly penalties and legal actions filed by the General Counsel's Office from February 1, 2023 through February 28, 2023. An Index of South Coast AQMD Rules is attached with the penalty report. (Reviewed: Stationary Source Committee, March 17, 2023) | |
| 12043. | Status Report on Major Ongoing and Upcoming Projects for Information Management | Moskowitz/3329 |
| | Information Management is responsible for data systems management services in support of all South Coast AQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects. (Reviewed: Administrative Committee, March 10, 2023) | |
| 12052. | Approve South Coast AQMD Annual Investment Policy and Delegation of Authority to Appointed Treasurer to Invest South Coast AQMD Funds | Jain/2804 |
| | South Coast AQMD adopts an annual investment policy which, if done, must be considered at a public meeting of the Board. State law additionally requires South Coast AQMD to annually renew its delegation of authority to its treasurer to invest or to reinvest funds of the local agency. This action is to approve the Annual Investment Policy and the Resolution to renew delegation of authority to the Los Angeles County Treasurer to invest and reinvest South Coast AQMD funds. (Reviewed: Investment Oversight Committee, March 10, 2023) | |

Items XX through XX -- Reports for Committees and CARB

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| 11944. | Administrative Committee | Chair: Delgado | Nastri/3131 |
| 12051. | Investment Oversight Committee | Chair: Cacciotti | Jain/2804 |
| 11896. | Legislative Committee (Receive & File) | Chair: Cacciotti | Alatorre/3122 |
| 11849. | Mobile Source Committee (Receive & File) | Chair: Kracov | Rees/2856 |

11923.	Stationary Source Committee (Receive & File)	Chair: McCallon	Aspell/2491
11968.	Technology Committee (Receive & File)	Chair: Rodriguez	Katzenstein/2219
11977.	Mobile Source Air Pollution Reduction Review Committee (Receive & File)	Board Liaison: Hagman	Katzenstein/2219
11863.	California Air Resources Board Monthly Report (Receive & File)	Board Rep.: Kracov	Thomas/3268

XX. Items Deferred from Consent and Board Calendar

PUBLIC HEARINGS

12021. Determine that Proposed Amended Rule 219 – Equipment Not Requiring a Written Permit Pursuant to Regulation II, and Proposed Amended Rule 222 – Filing Requirements for Specific Emission Sources Not Requiring a Written Permit Pursuant to Regulation II, Are Exempt from CEQA; and Amend Rule 219 and Rule 222 (Continued from March 3, 2023 Board Meeting) **Krause/2706**

Proposed Amended Rule 219 will add or clarify permit exemption requirements and includes enhanced recordkeeping provisions to address comments by U.S. EPA. Proposed Amended Rule 219 also includes targeted exemptions per the Governing Board's direction to encourage the usage of low-emission technologies. Proposed amendments to Rule 222 are necessary to align with the proposed revisions in Rule 219 and address certain sources with negligible emissions. This action is to adopt the Resolution: 1) Determining that Proposed Amended Rule 219 – Equipment Not Requiring a Written Permit Pursuant to Regulation II, and Proposed Amended Rule 222 – Filing Requirements for Specific Emission Sources Not Requiring a Written Permit Pursuant to Regulation II, are exempt from the requirements of the California Environmental Quality Act; and 2) Amending Rule 219 – Equipment Not Requiring a Written Permit Pursuant to Regulation II, and Rule 222 – Filing Requirements for Specific Emission Sources Not Requiring a Written Permit Pursuant to Regulation II. (Reviewed: Stationary Source Committee, January 20, February 17, and March 17, 2023)

12049. Determine That Proposed Rule 1110.3 – Emissions from Linear Generators and Proposed Amended Rule 1110.2 – Emissions from Gaseous- and Liquid-Fueled Engines, Are Exempt from CEQA; and Adopt Rule 1110.3 and Amend Rule 1110.2 **Krause/2706**

Proposed Rule 1110.3 will establish NOx, CO and VOC emission limits for linear generators, as well as provisions for monitoring, reporting and recordkeeping. Proposed Amended Rule 1110.2 will exclude linear generators from applicability and remove provisions currently applicable to linear generators. This action is to adopt the Resolution: 1) Determining that Proposed Rule 1110.3 – Emissions from Linear Generators and Proposed Amended Rule 1110.2 – Emissions from Gaseous- and Liquid-Fueled Engines, are exempt from the requirements of the California Environmental Quality Act; 2) Adopting Rule 1110.3; and 3) Amending Rule 1110.2. (Reviewed: Stationary Source Committee, February 17, 2023)

12048. Receive and File 2022 Annual Report on AB 2588 Program

MacMillan/3244

The Air Toxics "Hot Spots" Information and Assessment Act of 1987 (AB 2588) requires local air pollution control districts to prepare an annual report and present it at a public hearing. This report provides information regarding South Coast AQMD's implementation of AB 2588 through Rule 1402. This annual update describes the various activities including quadrennial emissions reporting and prioritization, preparation and review of Air Toxics Inventory Reports, Health Risk Assessments, Voluntary Risk Reduction Plans, Risk Reduction Plans, and additional South Coast AQMD activities related to air toxics. (Reviewed: Stationary Source Committee, March 17, 2023)

BOARD MEMBER TRAVEL – (No Written Material)

Board member travel reports have been filed with the Clerk of the Boards, and copies are available upon request.

CONFLICT OF INTEREST DISCLOSURE – (No Written Material)

CLOSED SESSION -- (No Written Material)

Gilchrist/3459

ADJOURNMENT

PUBLIC COMMENTS

Members of the public are afforded an opportunity to speak on any agenda item before consideration of that item. Persons wishing to speak may do so in person or remotely via Zoom or telephone. To provide public comments via a Desktop/Laptop or Smartphone, click on the “Raise Hand” at the bottom of the screen, or if participating via Dial-in/Telephone Press *9. This will signal to the host that you would like to provide a public comment and you will be added to the list.

All agendas are posted at South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, and website, <http://www.aqmd.gov/home/news-events/meeting-agendas-minutes>, at least 72 hours in advance of the meeting. At the beginning of the agenda, an opportunity is also provided for the public to speak on any subject within the South Coast AQMD's authority. Speakers may be limited to a total of three (3) minutes for the entirety of the Consent Calendar plus Board Calendar, and three (3) minutes or less for each of the other agenda items.

Note that on items listed on the Consent Calendar and the balance of the agenda any motion, including action, can be taken (consideration is not limited to listed recommended actions). Additional matters can be added and action taken by two-thirds vote, or in the case of an emergency, by a majority vote. Matters raised under the Public Comment Period may not be acted upon at that meeting other than as provided above.

Written comments will be accepted by the Board and made part of the record. Individuals who wish to submit written or electronic comments must submit such comments to the Clerk of the Board, South Coast AQMD, 21865 Copley Drive, Diamond Bar, CA 91765-4178, (909) 396-2500, or to cob@aqmd.gov, on or before 5:00 p.m. on the Tuesday prior to the Board meeting.

ACRONYMS

AQ-SPEC = Air Quality Sensor Performance Evaluation Center	NATTS =National Air Toxics Trends Station
AQIP = Air Quality Investment Program	NESHAPS = National Emission Standards for Hazardous Air Pollutants
AQMP = Air Quality Management Plan	NGV = Natural Gas Vehicle
AVR = Average Vehicle Ridership	NOx = Oxides of Nitrogen
BACT = Best Available Control Technology	NSPS = New Source Performance Standards
BARCT = Best Available Retrofit Control Technology	NSR = New Source Review
Cal/EPA = California Environmental Protection Agency	OEHHA = Office of Environmental Health Hazard Assessment
CARB = California Air Resources Board	PAMS = Photochemical Assessment Monitoring Stations
CEMS = Continuous Emissions Monitoring Systems	PEV = Plug-In Electric Vehicle
CEC = California Energy Commission	PHEV = Plug-In Hybrid Electric Vehicle
CEQA = California Environmental Quality Act	PM10 = Particulate Matter ≤ 10 microns
CE-CERT =College of Engineering-Center for Environmental Research and Technology	PM2.5 = Particulate Matter ≤ 2.5 microns
CNG = Compressed Natural Gas	RECLAIM=Regional Clean Air Incentives Market
CO = Carbon Monoxide	RFP = Request for Proposals
DOE = Department of Energy	RFQ = Request for Quotations
EV = Electric Vehicle	RFQQ=Request for Qualifications and Quotations
EV/BEV = Electric Vehicle/Battery Electric Vehicle	SCAG = Southern California Association of Governments
FY = Fiscal Year	SIP = State Implementation Plan
GHG = Greenhouse Gas	SOx = Oxides of Sulfur
HRA = Health Risk Assessment	SOON = Surplus Off-Road Opt-In for NOx
LEV = Low Emission Vehicle	SULEV = Super Ultra Low Emission Vehicle
LNG = Liquefied Natural Gas	TCM = Transportation Control Measure
MATES = Multiple Air Toxics Exposure Study	ULEV = Ultra Low Emission Vehicle
MOU = Memorandum of Understanding	U.S. EPA = United States Environmental Protection Agency
MSERCs = Mobile Source Emission Reduction Credits	VOC = Volatile Organic Compound
MSRC = Mobile Source (Air Pollution Reduction) Review Committee	ZEV = Zero Emission Vehicle

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION

Instructions for Participating in a Virtual Meeting as an Attendee

As an attendee, you will have the opportunity to virtually raise your hand and provide public comment.

Before joining the call, please silence your other communication devices such as your cell or desk phone. This will prevent any feedback or interruptions during the meeting.

For language interpretation:

Click the interpretation Globe icon at the bottom of the screen

Select the language you want to hear (either English or Spanish)

Click "Mute Original Audio" if you hear both languages at the same time.

Para interpretación de idiomas:

Haga clic en el icono de interpretación el globo terráqueo en la parte inferior de la pantalla

Seleccione el idioma que desea escuchar (inglés o español)

Haga clic en "Silenciar audio original" si escucha ambos idiomas al mismo tiempo.

Please note: During the meeting, all participants will be placed on Mute by the host. You will not be able to mute or unmute your lines manually.

After each agenda item, the Chair will announce public comment.

Speakers may be limited to a total of 3 minutes for the entirety of the consent calendar plus board calendar, and three minutes or less for each of the other agenda items.

A countdown timer will be displayed on the screen for each public comment.

If interpretation is needed, more time will be allotted.

Directions to provide public comment on ZOOM from a DESKTOP/LAPTOP or SMARTPHONE:

Click on the "Raise Hand" feature at the bottom of the screen.

This will signal to the host that you would like to provide a public comment and you will be added to the list.

Directions to provide public comment via TELEPHONE:

Dial *9 on your keypad to signal that you would like to comment.

Directions for Spanish Language TELEPHONE line only:

- The call in number is the same (+1 669 900 6833)
- The meeting ID number is 932-0955-9643
- If you would like to make public comment, please dial *9 on your keypad to signal that you would like to comment.

Instrucciones para la línea de TELÉFONO en español únicamente:

- El número de llamada es el mismo (+1 669900 6833 o +1 93209559643)
- El número de identificación de la reunión es 932-0955-9643
- Si desea hacer un comentario público, marque *9 en su teclado para indicar que desea comentar.

Agenda Item #5

Approval of Compensation for Board Member Assistant(s)/Consultant(s)

**Administrative Committee Meeting
March 10, 2023**

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on March 10, 2023 From: Board Member Michael Cacciotti

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective February 17, 2023 and ending June 30, 2023

Candidate Information

Name: Ken Chawkins

Qualifications (education, professional experience, etc.): Continuing service/resume on file.

Proposed Capacity (check one)

☐ **Board Member Assistant (employee)** - the work to be performed primarily will entail the duties indicated below for an Assistant.

☐ **Board Member Consultant (employee)** - the work to be performed primarily will entail the duties indicated below for a Consultant.

☒ **Board Member Consultant (independent contractor)** - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does ☐/does not ☐ have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____.

Proposed Scope of Duties (check one)

☐ **Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017)** - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

☒ **Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017)** - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member's decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member's behalf and evaluating the effectiveness of various approaches.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$ 1,240.16 per month for February 17, 2023 through June 30, 2023 per month, up to a maximum payable during the contract period not to exceed \$ 6,200.80.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:
☐ Assistant (employee) ☐ Consultant (employee) ☒ Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 3/3/23

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on March 10, 2023 From: Board Member Michael Cacciotti

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective February 17, 2023 and ending June 30, 2023

Candidate Information

Name: William Glazier

Qualifications (education, professional experience, etc.): Resume on file; continuing service

Proposed Capacity (check one)

☐ **Board Member Assistant (employee)** - the work to be performed primarily will entail the duties indicated below for an Assistant.

☐ **Board Member Consultant (employee)** - the work to be performed primarily will entail the duties indicated below for a Consultant.

☒ **Board Member Consultant (independent contractor)** - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does ☐/does not ☐ have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____

Proposed Scope of Duties (check one)

☐ **Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017)** - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

☒ **Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017)** - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member's decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member's behalf and evaluating the effectiveness of various approaches.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$ 1000.00 per month for February 17, 2023 through June 30, 2023, up to a maximum payable during the contract period not to exceed \$ 5,000.00.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:
☐ Assistant (employee) ☐ Consultant (employee) ☒ Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 3/3/23

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on March 10, 2023 From: Board Member Michael Cacciotti

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective February 17, 2023 and ending June 30, 2023

Candidate Information

Name: William J. Kelly

Qualifications (education, professional experience, etc.): Resume on file; continuing service.

Proposed Capacity (check one)

☐ **Board Member Assistant (employee)** - the work to be performed primarily will entail the duties indicated below for an Assistant.

☐ **Board Member Consultant (employee)** - the work to be performed primarily will entail the duties indicated below for a Consultant.

☒ **Board Member Consultant (independent contractor)** - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does ☐/does not ☐ have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____.

Proposed Scope of Duties (check one)

☐ **Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017)** - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

☒ **Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017)** - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member's decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member's behalf and evaluating the effectiveness of various approaches.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$ 2200.42 per month for February 17, 2023 through June 30, 2023 per month, up to a maximum payable during the contract period not to exceed \$11,002.10.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:

☐ Assistant (employee) ☐ Consultant (employee) ☒ Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 3/3/23

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on March 10, 2023 From: Board Member Michael Cacciotti

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective February 17, 2023 and ending June 30, 2023

Candidate Information

Name: Wesley Reutimann

Qualifications (education, professional experience, etc.): Resume on file; continuing service.

Proposed Capacity (check one)

☐ **Board Member Assistant (employee)** - the work to be performed primarily will entail the duties indicated below for an Assistant.

☐ **Board Member Consultant (employee)** - the work to be performed primarily will entail the duties indicated below for a Consultant.

☒ **Board Member Consultant (independent contractor)** - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does ☐/does not ☐ have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____.

Proposed Scope of Duties (check one)

☐ **Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017)** - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

☒ **Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017)** - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member's decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member's behalf and evaluating the effectiveness of various approaches.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$ 1000.00 per month for February 17, 2023 through June 30, 2023 per month, up to a maximum payable during the contract period not to exceed \$5,000.00.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:

☐ Assistant (employee) ☐ Consultant (employee) ☒ Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 3/3/23

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on March 10, 2023 From: Board Member Michael Cacciotti

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective February 17, 2023 and ending June 30, 2023

Candidate Information

Name: Tim Sandoval

Qualifications (education, professional experience, etc.): Resume on file; continuing service

Proposed Capacity (check one)

☐ **Board Member Assistant (employee)** - the work to be performed primarily will entail the duties indicated below for an Assistant.

☐ **Board Member Consultant (employee)** - the work to be performed primarily will entail the duties indicated below for a Consultant.

☒ **Board Member Consultant (independent contractor)** - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does ☐/does not ☐ have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____

Proposed Scope of Duties (check one)

☐ **Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017)** - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

☒ **Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017)** - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member's decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member's behalf and evaluating the effectiveness of various approaches.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$ 1,115.00 per month for February 17, 2023 through June 30, 2023, up to a maximum payable during the contract period not to exceed \$ 5,575.00.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:
☐ Assistant (employee) ☐ Consultant (employee) ☒ Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 3/3/23

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on March 10, 2023 From: Board Member Michael Cacciotti

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective February 17, 2023 and ending June 30, 2023

Candidate Information

Name: Sho Tay

Qualifications (education, professional experience, etc.): Resume on file; continuing service

Proposed Capacity (check one)

☐ **Board Member Assistant (employee)** - the work to be performed primarily will entail the duties indicated below for an Assistant.

☐ **Board Member Consultant (employee)** - the work to be performed primarily will entail the duties indicated below for a Consultant.

☒ **Board Member Consultant (independent contractor)** - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does ☐/does not ☐ have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____

Proposed Scope of Duties (check one)

☐ **Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017)** - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

☒ **Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017)** - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member's decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member's behalf and evaluating the effectiveness of various approaches.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$ 950.00 per month for February 17, 2023 through June 30, 2023, up to a maximum payable during the contract period not to exceed \$ 4,750.00.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:

☐ Assistant (employee) ☐ Consultant (employee) ☒ Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 3/3/23

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on March 10, 2023 From: Board Member Michael Cacciotti

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective February 17, 2023 and ending June 30, 2023

Candidate Information

Name: Ben Wong

Qualifications (education, professional experience, etc.): Resume on file; continuing service

Proposed Capacity (check one)

☐ **Board Member Assistant (employee)** - the work to be performed primarily will entail the duties indicated below for an Assistant.

☐ **Board Member Consultant (employee)** - the work to be performed primarily will entail the duties indicated below for a Consultant.

☒ **Board Member Consultant (independent contractor)** - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does ☐/does not ☐ have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____

Proposed Scope of Duties (check one)

☐ **Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017)** - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

☒ **Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017)** - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member's decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member's behalf and evaluating the effectiveness of various approaches.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$ 2,400.42 per month for February 17, 2023 through June 30, 2023, up to a maximum payable during the contract period not to exceed \$ 12,002.10.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:
☐ Assistant (employee) ☐ Consultant (employee) ☒ Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 3/3/23

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on March 10, 2023 From: Board Member Curt Hagman

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective February 17, 2023 and ending June 30, 2023

Candidate Information

Name: Michael Miller

Qualifications (education, professional experience, etc.): Resume attached

Proposed Capacity (check one)

☐ **Board Member Assistant (employee)** - the work to be performed primarily will entail the duties indicated below for an Assistant.

☐ **Board Member Consultant (employee)** - the work to be performed primarily will entail the duties indicated below for a Consultant.

☒ **Board Member Consultant (independent contractor)** - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does ☐/does not ☐ have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____

Proposed Scope of Duties (check one)

☐ **Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017)** - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

☒ **Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017)** - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member's decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member's behalf and evaluating the effectiveness of various approaches.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$5,524.67 per month for February 17, 2023 through June 30, 2023, up to a maximum payable during the contract period not to exceed \$26,123.35.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:

☐ Assistant (employee) ☐ Consultant (employee) ☒ Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 3/3/23

Michael A. Miller

Professional Experience:

San Bernardino County, Office of Supervisor Curt Hagman

February 2015 – Present

Constituent Services Director

September 2022-Present

- Policy Advisor to the Supervisor for topics relating to Ontario International Airport and County Airports.
- Review agendas, contracts, and policies coming before the Supervisor on various boards and commissions
- Assists Deputy Chief of Staff in the management of District Office, staff, and office budget.
- Manages constituent concerns in person, via email, and via telephone by connecting them with the proper County agency to handle their concerns.
- Work with County staff on policy updates and changes.

Office Administrator/Senior Field Representative

January 2017-September 2022

- Represents the Supervisor in the district by attending events and communicating with local organizations and other elected officials about issues facing their community.
- Oversees District Office Internship Program.
- Leads the planning and execution of community events including digital advertising and event strategy.
- Updates calendars and maintains the office calendar while working with District Director to assign staff to community events.
- Organizes donations made to the community, advises on the office budget, and maintains office compliance to county guidelines.

Field Representative

January 2016-January 2017

- Represented Supervisor for two community cities: Upland and Montclair
- Planned community events and programs for constituents.

Constituent Services Liaison

May 2015-January 2016

- Managed certificate program.
- Handled casework, community concerns, and comments.

Intern

February 2015-May 2015

- Assisted office with certificate program.
- Managed routine daily operations.

Major Accomplishments: Set up new certificate program averaging 500-700 certificates per month. Set up certificate special event program to honor large number of individuals for annual events (i.e. Red Ribbon Week certificates honored all 75,000 students within the District). Growing constituent outreach and certificate-based projects. Set up protocols to make the function of the district office to be more productive. Lead initiative in implementing a new CRM database and new business practices relating to CRM program.

Michael A. Miller

Tionchar Global, Las Vegas, Nevada

October 2015 – October 2017

Office Manager/Project Manager

- Project research and advocacy correspondence (draft letters, memos, and notes).
- Handled office duties, such as messages, emails, and calendar/scheduling.
- **Major Accomplishments:** Member of the Net Energy Metering (NEM) advocacy project for California. Project lead to the most NEM friendly legislation nation wide by any state energy board, protecting jobs and economies statewide.

Page Auto Supply/Clipsandfasteners.com, Anaheim, California

February 2012-November 2015

Warehouse/Shipping Associate

- Customer service, inventory, order processing, shipping packages, filing, and archiving.

Education:

University of La Verne, La Verne, California

Bachelor of Arts in Political Science: 2015

Volunteer Experience:

Local Campaign Volunteer

Elections: Curt Hagman for Supervisor 2018, Curt Hagman for Supervisor 2022, Tom Haughey for CV Fire Board 2022, San Bernardino County Measure D and EE 2022.

Model United Nations, President – University of La Verne

Spring 2014, Fall 2014

Positions Held: President, Vice President, Treasurer, Conference Secretary General, Socal Model Arab League Secretary General, Head Delegate for NMUN-DC 2014

Awards: Top 75 Nationally Ranked Team, Honorable Mention Team NMUN-DC 2014

Awards:

Emerging Leader of the Year 2012/2013 - University of La Verne Clubs

Skills:

Microsoft Office Suite, Microsoft CRM, Gov Delivery, Mass emailings, Certificate Templates, Adobe Acrobat Pro, Ajournment In Mememory of Requests, AB134 Ethics Certificate, Neon CRM, Public Speaking, Research, Salesforce Service Cloud, Salesforce Marketing Cloud, Microsoft Box.

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on March 10, 2023 From: Board Member Gideon Kracov

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective February 17, 2023 and ending June 30, 2023

Candidate Information

Name: Ross Zelen

Qualifications (education, professional experience, etc.): Resume on file; continuing service

Proposed Capacity (check one)

☐ **Board Member Assistant (employee)** - the work to be performed primarily will entail the duties indicated below for an Assistant.

☒ **Board Member Consultant (employee)** - the work to be performed primarily will entail the duties indicated below for a Consultant.

☐ **Board Member Consultant (independent contractor)** - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does ☐/does not ☐ have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____

Proposed Scope of Duties (check one)

☐ **Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017)** - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

☒ **Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017)** - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member's decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member's behalf and evaluating the effectiveness of various approaches.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$2,652.84 per month for February 17, 2023 through June 30, 2023, up to a maximum payable during the contract period not to exceed \$13,264.20.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:
☐ Assistant (employee) ☒ Consultant (employee) ☐ Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 3/3/23

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on March 10, 2023 From: Board Member Larry McCallon

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective February 17, 2023 and ending June 30, 2023.

Candidate Information

Name: Debra Mendelsohn

Qualifications (education, professional experience, etc.): Resume on file; continuing service.

Proposed Capacity (check one)

☐ **Board Member Assistant (employee)** - the work to be performed primarily will entail the duties indicated below for an Assistant.

☐ **Board Member Consultant (employee)** - the work to be performed primarily will entail the duties indicated below for a Consultant.

☒ **Board Member Consultant (independent contractor)** - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does ☐/does not ☐ have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____.

Proposed Scope of Duties (check one)

☐ **Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017)** - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

☒ **Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017)** - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member's decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member's behalf and evaluating the effectiveness of various approaches.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$2,014.22 per month for February 17, 2023 through June 30, 2023, up to a maximum payable during the contract period not to exceed \$10,071.10.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:

☐ Assistant (employee) ☐ Consultant (employee) ☒ Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 3/3/23

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on March 10, 2023 From: Board Member Holly Mitchell

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective February 17, 2023 and ending June 30, 2023

Candidate Information

Name: Loraine Lundquist

Qualifications (education, professional experience, etc.): Resume on file; continuing service

Proposed Capacity (check one)

☐ **Board Member Assistant (employee)** - the work to be performed primarily will entail the duties indicated below for an Assistant.

☒ **Board Member Consultant (employee)** - the work to be performed primarily will entail the duties indicated below for a Consultant.

☐ **Board Member Consultant (independent contractor)** - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does ☐/does not ☐ have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____

Proposed Scope of Duties (check one)

☐ **Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017)** - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

☒ **Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017)** - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member's decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member's behalf and evaluating the effectiveness of various approaches.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$4,514.13 per month for February 17, 2023 through June 30, 2023, up to a maximum payable during the contract period not to exceed \$22,570.65.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:

☐ Assistant (employee)

☒ Consultant (employee)

☐ Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 3/3/23

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on March 10, 2023 From: Board Member Veronica Padilla-Campos

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective February 17, 2023 and ending June 30, 2023.

Candidate Information

Name: Amy J. Wong

Qualifications (education, professional experience, etc.): Resume on file; continuing service.

Proposed Capacity (check one)

☐ **Board Member Assistant (employee)** - the work to be performed primarily will entail the duties indicated below for an Assistant.

☐ **Board Member Consultant (employee)** - the work to be performed primarily will entail the duties indicated below for a Consultant.

☒ **Board Member Consultant (independent contractor)** - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does ☐/does not ☐ have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____.

Proposed Scope of Duties (check one)

☐ **Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017)** - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

☒ **Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017)** - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member's decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member's behalf and evaluating the effectiveness of various approaches.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$ 5,475.47 per month for February 17, 2023 through June 30, 2023, up to a maximum payable during the contract period not to exceed \$27,377.35.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:

☐ Assistant (employee) ☐ Consultant (employee) ☒ Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 3/3/23

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on March 10, 2023 From: Board Member V. Manuel Perez

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective February 17, 2023 and ending June 30, 2023.

Candidate Information

Name: Guillermo Gonzalez

Qualifications (education, professional experience, etc.): Resume on file; continuing service.

Proposed Capacity (check one)

☐ **Board Member Assistant (employee)** - the work to be performed primarily will entail the duties indicated below for an Assistant.

☒ **Board Member Consultant (employee)** - the work to be performed primarily will entail the duties indicated below for a Consultant.

☐ **Board Member Consultant (independent contractor)** - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does ☐/does not ☐ have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____.

Proposed Scope of Duties (check one)

☐ **Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017)** - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

☒ **Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017)** - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member's decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member's behalf and evaluating the effectiveness of various approaches.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$ 4,848.50 per month for February 17, 2023 through June 30, 2023, up to a maximum payable during the contract period not to exceed \$24,242.50.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:

☐ Assistant (employee) ☒ Consultant (employee) ☐ Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 3/3/23

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on March 10, 2023 From: Board Member Nithya Raman

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective February 17, 2023 and ending June 30, 2023.

Candidate Information

Name: Jackson Guze

Qualifications (education, professional experience, etc.): Resume on file; continuing service.

Proposed Capacity (check one)

☐ **Board Member Assistant (employee)** - the work to be performed primarily will entail the duties indicated below for an Assistant.

☒ **Board Member Consultant (employee)** - the work to be performed primarily will entail the duties indicated below for a Consultant.

☐ **Board Member Consultant (independent contractor)** - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does ☐/does not ☐ have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____.

Proposed Scope of Duties (check one)

☐ **Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017)** - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

☒ **Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017)** - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member's decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member's behalf and evaluating the effectiveness of various approaches.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$3,293.10 per month for February 17, 2023 through June 30, 2023, up to a maximum payable during the contract period not to exceed \$16,465.50.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:
☐ Assistant (employee) ☒ Consultant (employee) ☐ Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 3/3/23

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on March 10, 2023 From: Board Member Nithya Raman

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective February 17, 2023 and ending June 30, 2023.

Candidate Information

Name: Josh Nuni

Qualifications (education, professional experience, etc.): Resume on file; continuing service.

Proposed Capacity (check one)

☐ **Board Member Assistant (employee)** - the work to be performed primarily will entail the duties indicated below for an Assistant.

☐ **Board Member Consultant (employee)** - the work to be performed primarily will entail the duties indicated below for a Consultant.

☒ **Board Member Consultant (independent contractor)** - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does ☐/does not ☐ have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____.

Proposed Scope of Duties (check one)

☐ **Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017)** - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

☒ **Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017)** - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member's decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member's behalf and evaluating the effectiveness of various approaches.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$ 385.07 per month for February 17, 2023 through June 30, 2023, up to a maximum payable during the contract period not to exceed \$1,925.35.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:

☐ Assistant (employee)

☐ Consultant (employee)

☒ Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 3/3/23

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on March 10, 2023 From: Board Member Carlos Rodriguez

In accordance with the policy adopted by the Governing Board April 3, 2015, I submit this proposal to hire the individual named below, in the capacity indicated, to assist me in my duties as a member of the Governing Board of the SCAQMD effective February 17, 2023 and ending June 30, 2023

Candidate Information

Name: Mark Taylor

Qualifications (education, professional experience, etc.): Resume on file; continuing service

Proposed Capacity (check one)

☐ **Board Member Assistant (employee)** - the work to be performed primarily will entail the duties indicated below for an Assistant.

☐ **Board Member Consultant (employee)** - the work to be performed primarily will entail the duties indicated below for a Consultant.

☒ **Board Member Consultant (independent contractor)** - the work to be performed primarily will entail the duties indicated below for a Board Member Consultant and in performing such duties the independent contractor will be responsible for selecting the appropriate method and means of achieving the required results. My proposed Board Member Consultant does ☐/does not ☐ have a business license. If so, the type of business is _____, and the business license number is _____ issued by the _____

Proposed Scope of Duties (check one)

☐ **Assistant (up to \$31.51/hour, \$31.99/hour effective January 1, 2017)** - Performs for Board Member a variety of tasks ranging from liaison with constituent public entities, other Board Members, the public, and District staff related to clerical functions. Typical functions may include preparing narrative and statistical reports, preparing correspondence, filing and maintaining records, arranging meetings and other group functions; monitoring various programs and projects; responding to inquiries from constituent public entities, District Board Members, the public and District staff.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

☒ **Consultant (up to \$56.73/hour, \$57.59/hour effective January 1, 2017)** - Performs for Board Member a variety of professional-level assignments in the development and formulation of policy, data analysis, reports, plans, assessments, and strategies for District programs; provides advice and recommendations to the Board Member regarding matters subject to the Board Member's decision-making authority; may provide liaison with the public on behalf of the Board Member. Typical functions may include planning, organizing, and developing a wide variety of programs on the Board Member's behalf and evaluating the effectiveness of various approaches.

☐ Examples of duties are set forth in the attachment (OPTIONAL)

Proposed Rate of Compensation (fill in all blanks)

\$6,144.23 per month for February 17, 2023 through June 30, 2023, up to a maximum payable during the contract period not to exceed \$ 30,721.15.

For Administrative Committee Use:

Reviewed by Administrative Committee with advice of District Counsel. Based on the scope of duties, the individual is a:

☐ Assistant (employee) ☐ Consultant (employee) ☒ Consultant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 3/3/23

Administrative Committee

Friday, March 10, 2023

Dr. ANISSA CESSA HEARD-JOHNSON

Deputy Executive Officer

Diversity, Equity, and Inclusion with Community Air Programs

ahheard-johnson@aqmd.gov



South Coast
AQMD

FABULOUS FEMALE FRIDAY

Hattie Carthan

September 7, 1900 – April 22, 1984

Community Activist and Environmentalist

- Born in Virginia, moved to Brooklyn, New York in 1953
- Her neighborhood street was once lined with trees along Vernon Ave.
 - 10 years later few of the trees remained
- In 1964, she organized neighbors to form the Tompkins & Throop Block Association
- In 1966, she founded the Bedford-Stuyvesant Beautification Committee
- Led campaigns for decades to protect, preserve, and plant trees in her “Bed-Stuy” neighborhood
- Awarded a distinguished service medal from the city
 - Elected to the governing committee of the Brooklyn Botanic Garden
- Opened the Magnolia Tree Earth Center of Bedford-STUYVESANT



African American Heritage Month, Japanese Internment Infographics

AFRICAN AMERICAN HERITAGE MONTH

We commemorate and celebrate all people of African descent and their contributions to our society. We also recognize the hardships and tribulations that existed throughout history towards African American and Black communities. The Office of Diversity, Equity and Inclusion invites you to learn and share these African American Heritage Month resources.

COMMEMORATION ORIGIN

American historian Carter G. Woodson and the Association for the Study of Negro Life and History (now known as the Association for the Study of African American Life and History), launched Negro History Week in February 1926. Woodson had five goals: to use history to recognize the contributions of African Americans to the nation and to increase visibility of Black life and history during a time with little representation. Fifty years later, President Ford officially recognized Black History Month during the country's bicentennial in 1976.

2023 IMPACT SPOTLIGHT

ALVIN AILEY
January 8, 1911 – September 1, 1989
Dancer, Director, Choreographer, and Activist
Founded the Alvin Ailey American Dance Theater that is dedicated to enriching the American modern dance heritage and preserving the uniqueness of the African American cultural experience. In 2018, he posthumously received the Presidential Medal of Freedom for his contributions to civil rights and dance in America.

REBBIE COLEMAN
January 26, 1892 – April 30, 1926
American Aviator
Discrimination prevented her from entering aviation school in the United States; she learned French and was accepted at the Clouston Brothers School of Aviation in Le Crotoy, France. In 1921, she became the first African American woman to receive her pilot's license and returned to the United States as an aviator and encouraging other African Americans into aviation.

GORDON PARKS
November 30, 1912 – March 7, 2006
American Photographer, Film Director, Author, and Activist
His photos allowed him to break the color line in professional photography as he explored the social and economic impact of poverty, racism, and discrimination. In 1948, he became the first African American staff photographer for Life Magazine. In 1969, he became the first African American to write and direct a major Hollywood studio feature film (The Learning Tree).

JANE BOLIN
April 11, 1908 – January 8, 2007
American Attorney and Judge
She became the first African American woman to graduate from Yale Law School, join the New York City Law Department, and serve as a judge in the United States. She advocated for racially segregated child services, children's rights and education. Her appointment as a judge was renewed three times until she was required to retire at age 70 in 1978.

CULTURAL RESOURCES

Art and History

African American Heritage Month
[Click to view entire infographic](#)

The African American Museum of Beginnings – Pomona, CA
A virtually self-funded community museum that inspires and educates in the arts and history.

California African American Museum – Los Angeles, CA
The museum's permanent collection includes artifacts ranging from the 1800s to present day including art made or connected to African Americans in California and the western United States.

The Museum of African American Art – Los Angeles, CA
Founded in 1976 by artist, art historian, and educator Dr. Samella Lewis the museum inspires new thinking about issues that intersect with the shared experiences of people of African descent.

Culinary Arts

The Smithsonian National Museum of African American History and Culture has provided special recipes from renowned chefs for African American Heritage Month:

Chef Edna Lewis's Fried Apple Pie

Chef Joe Randall's Sauteed Shrimp Cakes with Herb Mustard Sauce

Chef Patrick Clark's Barbecued Ribs with Spicy Colelaw and Buttermilk-Chile Corn Muffins

JAPANESE INTERNMENT REMEMBRANCE DAY

FEBRUARY 18, 2023

On February 19, 1942 President Franklin D. Roosevelt signed Executive Order 9066 authorizing the relocation and confinement of 110,000 people of Japanese ancestry in California and parts of Washington, Oregon, and Arizona. Under the guise of a "military necessity" the United States established 10 military style guarded internment camps (referred to as "relocation centers") in remote areas including Tule Lake and Manzanar California (Manzanar shown above).

As these camps were being constructed, people were sent to short-term "assembly centers" across the West Coast. One of the larger and longer operating centers is located at what is now the Santa Anita racetracks (photos shown above). The last internment camp closed in March of 1946, leaving Japanese Americans to rebuild their lives, many lost or sold their possessions, homes, or businesses for under market value. The Civil Liberties Act of 1988 became law and implemented the recommendations of the Commission on Wartime Relocation and Internment of Civilians (CWRIC) which included apologizing and acknowledging the fundamental injustice of the internment of United States citizens and permanent residents of Japanese ancestry, making restitution payments of \$20,000 to each camp survivor, and setting aside \$50 million to educate the public about the injustices committed by the United States Government.

WANT TO LEARN MORE?

Japanese American National Museum (JANM) – Los Angeles, CA

JANM seeks to promote understanding and appreciation of America's ethnic and cultural diversity by sharing the Japanese American experience. It is home to numerous artifacts and permanent exhibits highlighting Japanese incarceration, post-war settlement, and the redress movement. JANM hosts their annual Los Angeles Day of Remembrance (Saturday, February 18, 2023) that visitors can experience both in-person and virtually.

Japanese Internment Remembrance
[Click to view entire infographic](#)

Multicultural Displays



African American Heritage Month
[Click to view entire infographic](#)



Japanese Internment Remembrance
[Click to view entire infographic](#)

J.E.D.I. Think Tank: February 2023

Preserving History and Building Community



Walter J. Hood

TED Talk | [How Urban Spaces Can Preserve History and Build Community](#)

Fabulous Female Fridays: February 2023 African American Heritage Month

South Coast AQMD

Office of Diveristy, Equity, and Inclusion



FABULOUS FEMALE FRIDAYS

**African American
Heritage Month Edition**

Employee Resource Groups (ERG) – February Updates



Ongoing issues of global and local social injustice

Agencywide Event/Activity/Resource Planning

Individual Bimonthly meeting with DEI team and each ERG

All ERG Membership Meeting 5th Friday in March

DEI/ERG Workgroups: Updates



ERG Engagement/ Agency Retention (1st Wednesday of the month)

- Individual ERG Meet and Greet/Regularly scheduled teambuilding events
- Landing pages for ERGs and information for new hires about ERGs



Employee Leadership Development (2nd Wednesday of the month)

- Development of Intra ERG Mentorship Resources
- ERG Officer Transition



Recruitment/Onboarding (3rd Wednesday of the month)

- Developing virtual platforms for ERG information and resources

Outreach [Community & Educational Equity Organizations] (4th Wednesday of the month)

- × • Develop a database of professional groups (i.e. Society for Hispanic Professional Engineers, National Society of Black Engineers).

Community Air Programs

Community Emissions Reduction Plans (CERP) Updates



East Los Angeles,
Boyle Heights,
West Commerce
(ELABHWC)

- Public Health Outreach: Initiated discussions community-based organizations



San Bernardino,
Muscoy
(SBM)

- Trucks: Coordinated with CARB on Automated License Plate Readers (ALPR) update



Wilmington,
Carson, West Long
Beach (WCWLB)

- Rule 1178: Amendments adopted by Governing Board



Eastern
Coachella Valley
(ECV)

- Paving Project: Presented to Riverside Housing Committee



Southeast Los
Angeles
(SELA)

- Greenspaces: Initiated Project Plan for CARB Community Air Protection Incentives Funding



South Los
Angeles
(SLA)

- Rule 1148.2: Amendments adopted by Governing Board

* <https://scaqmd-online.maps.arcgis.com/apps/MapJournal/index.html?appid=3acaf0fc03f3437fa6a0bb134c5e8630>

Rule 1148.2 – Notification and Reporting Requirements for Oil and Gas Well and Chemical Suppliers

Rule 1178 – Further Reductions of VOC Emissions from Storage Tanks at Petroleum Facilities

Community Air Programs

Community Outreach, Relations, & Engagement (CORE) Updates

Hosted & Facilitated 5 Community Steering Committee (CSC) Meetings:

- East Los Angeles, Boyle Heights, West Commerce - January 19
- Eastern Coachella Valley - January 26
- Wilmington, Carson, West Long Beach – February 9
- San Bernardino, Muscoy - February 23
- South Los Angeles – March 9

Additional Outreach and Engagement

- Provided Annual AB 617 Update to Local Government & Small Business Advisory Group – February 10
- Truck Incentive Workshop - February 16
- 5 Working Team Meetings
- Outreach to City Councils, Community Councils and Sustainability Committees
- Continued engagement and outreach with CSC members, tribal members & stakeholder management

Upcoming: Southeast Los Angeles CSC Meeting – Thursday, March 23 @ 4pm





Any Questions?

BOARD MEETING DATE: April 7, 2023

AGENDA NO.

REPORT: Status Report on Major Ongoing and Upcoming Projects for Information Management

SYNOPSIS: Information Management is responsible for data systems management services in support of all South Coast AQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects.

COMMITTEE: Administrative, March 10, 2023

RECOMMENDED ACTION:
Receive and file.

Wayne Nastri
Executive Officer

RMM:MAH:XC:dc

Background

Information Management (IM) provides a wide range of information systems and services in support of all South Coast AQMD operations. IM's primary goal is to provide automated tools and systems to implement rules and regulations, and to improve internal efficiencies. The annual Budget and Board-approved amendments to the Budget specify projects planned during the fiscal year to develop, acquire, enhance, or maintain mission-critical information systems.

Summary of Report

The attached report identifies the major projects/contracts or purchases that are ongoing or expected to be initiated within the next six months. Information provided for each project includes a brief project description and the schedule associated with known major milestones (issue RFP/RFQ, execute contract, etc.).

Attachment

Information Management Status Report on Major Ongoing and Upcoming Projects During the Next Six Months

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
AQ-SPEC Cloud Platform Phase 2	Integrate separate data systems into the AQ-SPEC cloud-based platform to manage data and build interactive data visualizations and data dashboards for web-based viewing	\$313,350	<ul style="list-style-type: none"> • Project Charter released • Task Order issued, evaluated, and awarded • Project kickoff completed • Requirements gathering completed • Fit Gap and data storage analysis completed • Architecture and functional design completed • Work Plan development for Phase 2 completed • Dashboard designs approved • Discovery Phase completed • Proposal for implementation phase received 	<ul style="list-style-type: none"> • Begin implementation phase
PeopleSoft Electronic Requisition	This will allow submittal of requisitions online, tracking multiple levels of approval, electronic archival, pre-encumbrance of budget, and streamlined workflow	\$75,800	<ul style="list-style-type: none"> • Project Charter released • Task Order issued, evaluated, and awarded • Requirements gathering and system design completed • System setup and code development, and User Acceptance Testing for Information Management completed • System setup and code development, and User Acceptance Testing completed for Administrative and Human Resources, and Technology Advancement Office completed 	<ul style="list-style-type: none"> • Deploy to IM and AHR divisions • Training and Integrated User Testing for other divisions

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Permitting System Automation Phase 2	Enhanced Web application to automate filing of permit applications, Rule 222 equipment and registration for IC engines; implement electronic permit folder and workflow for staff	\$525,000	<ul style="list-style-type: none"> • Board approved initial Phase 2 funding December 2017 • Board approved remaining Phase 2 funding October 5, 2018 • Completed report outlining recommendations for automation of Permitting Workflow • Developed application submittals and form filing for first nine of 32 400-E forms • Completed application submittals and form filing for 23 types of equipment under Rule 222 for User Testing • Deployed to production of the top three most frequently used Rule 222 forms: Negative Air Machines, Small Boilers and Charbroilers • Deployment to stage of Phase 2 additional 12 400-E-XX forms completed • Deployed to production 3 additional Rule 222 forms (Tar Pots, Cooling Towers, and Power Washers) • Deployment to production of 8 additional Rule 222 forms (Food Ovens, Storage of Odorants, Equipment Used to Store Aqueous Urea Solutions, Asphalt Day Tanker, Asphalt Pavement Heater, Diesel Fueled Boiler, Micro Turbines, and Portable Diesel Fueled Heater) completed. • Deployment to production of the Emergency Internal Combustion Engine (EICE) application completed. 	<ul style="list-style-type: none"> • Requirements gathering for Phase 3 of the project (final twelve 400-E-XX forms) • Complete User Acceptance Testing and deployment to production of Phase 1 of the project (first ten 400-E-XX forms) • Complete User Acceptance Testing and deployment to production of next set of Rule 222 forms

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Warehouse Indirect Source Rule Online Reporting Portal	Development of online reporting portal for Rule 2305 – Warehouse Indirect Source	\$250,000	<ul style="list-style-type: none"> • Task Order issued • Deployed Phase 1.1 – Warehouse Operations Notification Submittal • Deployed Phase 1.2 – Warehouse Operations Notification Evaluation • Deployed Phase 2 – Early Annual WAIRE Report (EAWR) , Initial Site Information Report (ISIR), full Annual WAIRE Report (AWR) • Deployed Phase 3– Final Annual WAIRE Report 	<ul style="list-style-type: none"> • Phase 4 Enhancements
Carl Moyer Program GMS	Development of simplified and streamlined Online Grant Management System (GMS) Portal for Carl Moyer Program	\$116,275	<ul style="list-style-type: none"> • Task Order issued • Phase 1 completed and approved by stakeholder • Solicitation for On-Road opened to public • Phase 2 – tasks module enhancement User Acceptance Testing completed • Phase 2 – 30-day Letter User Acceptance Testing for completed • Phase 2 – CARL Import for Off-Road and On-Road User Acceptance Testing completed • Application Status Tracking User Acceptance Testing completed • Evaluation – Messages Module User Acceptance Testing completed • Carl Moyer Program – PA2023-04 opened 01/10/23@1pm • Phase 2 – management reports – development completed 	<ul style="list-style-type: none"> • Phase 2 – Sprint 3 - Calculations Module Development • Phase 2 – Sprint 4 – Inspection Module requirements gathering • Phase 2 – management reports – User Acceptance Testing

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Agenda Tracking System	Develop new Agenda Tracking System for submittal, review and approval of Governing Board meeting agenda items	\$250,000	<ul style="list-style-type: none"> • Project initiation completed • Task order issued • Project planning completed • Vision and Scope completed • Task order issued • Project Kick-off completed 	<ul style="list-style-type: none"> • System design and requirement gathering
PeopleSoft HCM (Human Capital Management) upgrade	Upgrade PeopleSoft HCM product to latest tools and image level to maintain regulatory and functional support	\$180,000	<ul style="list-style-type: none"> • Project initiation completed • Task order issued • System assessment completed • Customization assessment completed • Installation certification completed • Data migration completed 	<ul style="list-style-type: none"> • User Acceptance Testing
Source Test Tracking System (STTS)	Online STSS will keep track of timelines and quantify the number of test protocols and reports received. System will provide an external online portal to submit source testing protocols and reports, track the review process, and provide integration to all other business units. It will also provide an external dashboard to review the status of a submittal.	\$250,000	<ul style="list-style-type: none"> • Project initiation completed • Task Order issued • Project kickoff completed • User requirements gathering for internal users completed • Developed full business process model • Developed screens mock-ups • Reviewed proposed automation with EQUATE Working Group completed • Completed development of all Sprints 1 through 8 • Completed overview of development progress to EQUATE Working Group. • Deploy updated STTS Data Model and move application to stage completed • Internal and external orientation/training for testers completed • Development of all modifications identified by users completed. 	<ul style="list-style-type: none"> • Complete User Acceptance Testing of STTS Portal in stage environment • Complete testing of STTS Portal with regulated community volunteers • Deploy STTS Portal to production

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Compliance System	Develop new Compliance System to help streamline the compliance business process	\$450,000	<ul style="list-style-type: none"> • Project initiation 	<ul style="list-style-type: none"> • High level requirement gathering
Renewal of HP Server Maintenance & Support	Purchase of maintenance and support services for servers and storage device	\$150,000	<ul style="list-style-type: none"> • Board approval for HP server maintenance and support March 3, 2023 	<ul style="list-style-type: none"> • Execute contract April 30, 2023 •
Purchase of Server and Storage Upgrades	Purchase servers and storage upgrades to support enterprise-level software applications including the Clean Air Support System for all South Coast AQMD core business activities and modeling applications that support Planning and AQMP development	\$430,000	Board approval for HP server maintenance and support March 3, 2023	<ul style="list-style-type: none"> • Execute purchases April 30, 2023

Projects that have been completed within the last 12 months are shown below.	
Completed Projects	
Project	Date Completed
Phone System Upgrade	January 28,2023
Carl Moyer GMS – PA2023-04	January 10, 2023
AB 2766 for reporting year 2021 - 2022	January 3, 2023
WAIRE Program Online Portal – Phase 3	December 31, 2022
Annual Emission Reporting for reporting year 2022	December 31, 2022
Online Application Filing – Eight Additional Rule 222 Forms	December 2, 2022
CLASS Database Software Licensing	November 30, 2022
Upgrade of Ingres Database Software	August 5, 2022
Upgrade of OnBase Software	August 2, 2022
Renewal of OnBase Software Support	July 15, 2022
Replace Your Ride (RYP)/One Stop Shop Integration	July 7, 2022
Warehouse Operations Notification Online Submittal Portal Phase 2.2 Initial Site Information Report (ISIR) and full Annual WAIRE Report (AWR)	June 1, 2022
Alternative Colors for Air Quality Map	May 20, 2022
Permit Application Enhancements for Rule 1109.1 Tracking	May 04, 2022
Mobile Application Enhancements	May 03, 2022

BOARD MEETING DATE: April 7, 2023

AGENDA NO.

PROPOSAL: Amend Contract to Provide Systems Development, Maintenance and Support Services

SYNOPSIS: South Coast AQMD currently has contracts with several companies for short- and long-term systems development, maintenance and support services. These contracts are periodically amended as additional needs are defined. This action is to amend contracts previously approved by the Board to add additional funding for needed development and maintenance work in an amount not to exceed \$250,000 for AgreeYa Solutions, \$525,000 for Prelude Systems, \$250,000 for Sierra Cybernetics, and \$825,000 for Varsun eTechnologies. Funding is available in Information Management's FY 2022-23 Budget.

COMMITTEE: Administrative Committee, March 10, 2023; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Executive Officer to execute amendments to the contracts for systems development services in the amount of \$250,000 to AgreeYa Solutions, \$525,000 to Prelude Systems, \$250,000 to Sierra Cybernetics, and \$825,000 to Varsun eTechnologies from Information Management's FY 2022-2023 Budget for the specific task orders listed in the Attachment.

Wayne Nastri
Executive Officer

RMM:XC:jg

Background

In April 2021, the Board authorized staff to initiate level-of-effort contracts with several vendors for systems development, maintenance and support services. At the time these contracts were executed, it was expected future modifications would be needed to add funding from approved budgets as systems development requirements were identified and sufficiently defined so that task orders could be prepared. The contracts are for one year with the option to renew for two one-year periods.

Systems development and maintenance efforts are currently needed (see Attachment) to enhance system functionality and provide staff with additional automation for improving productivity. The estimated cost to complete the work on these additional tasks exceeds the amount of funding in the existing contracts.

Proposal

Staff proposes to amend the contracts to add \$250,000 to AgreeYa Solutions, \$525,000 to Prelude Systems, \$250,000 to Sierra Cybernetics, and \$825,000 to Varsun eTechnologies for the specific task orders listed in the Attachment.

Resource Impacts

Sufficient funding is available in Information Management's FY 2022-2023 Budget.

Attachment

Task Order Summary

ATTACHMENT – Task Order Summary

Section A – Funding Totals for each Systems Development Contract

CONTRACTOR	PREVIOUS FUNDING	PROPOSED ADDITION	TOTAL FUNDING
AgreeYa Solutions	\$1,230,500	\$250,000	\$1,480,500
Prelude Systems	\$418,100	\$525,000	\$943,100
Sierra Cybernetics	\$949,300	\$250,000	\$1,199,300
Varsun eTechnologies	\$1,412,900	\$825,000	\$2,237,900
TOTAL	\$4,010,800	\$1,850,000	\$5,860,800

Section B – Task Orders Scheduled for Award

TASK	DESCRIPTION	ESTIMATE	AWARD TO
Website Upgrade	Upgrade the Website Content Management System to latest version	\$100,000	AgreeYa
Business Intelligence Upgrade	Upgrade business intelligence platform	\$150,000	AgreeYa
CLASS Database Migration	Migration of CLASS Database to SQL Server	\$250,000	Prelude
AER Enhancement	Enhancement for Annual Emission Report Web portal	\$275,000	Prelude
Finance System Migration	Migration of CLASS Finance to web-based applications	\$250,000	Sierra
Carl Moyer GMS	Re-write of Carl Moyer Grant Management System, phase two of two	\$125,000	Varsun
CLASS Database Migration	Migration of CLASS Database to SQL Server	\$250,000	Varsun
CLASS Compliance Migration	Migrate CLASS Compliance to web-based application, phase two of two	\$250,000	Varsun
PeopleSoft Upgrade	Upgrade PeopleSoft Financials to latest tools release	\$200,000	Varsun
TOTAL		\$1,850,000	

BOARD MEETING DATE: April 7, 2023

AGENDA NO.

PROPOSAL: Transfer and Appropriate Funds, Issue Purchase Orders and/or Execute Contracts, Add/Delete Positions to Meet Operational Needs for Rule 1180 Air Monitoring Program

SYNOPSIS: In June 2018, the Board created the Rule 1180 Special Revenue Fund (78) to establish and maintain a community air monitoring network near refineries. The FY 2022-23 budget for this program includes approximately \$4.6 million in annual fees from refineries for community air monitoring. These actions are to transfer and appropriate funds up to \$100,000 from the Rule 1180 Special Revenue Fund (78), appropriate up to \$230,000 from the General Fund Undesignated (Unassigned) Fund Balance to Monitoring and Analysis Division's FY 2022-23 and/or FY 2023-24 Budget, issue purchase orders and/or execute contracts, and add/delete positions to meet operational needs of the Rule 1180 Air Monitoring Program.

COMMITTEE: Administrative, March 10, 2023; Recommended for Approval

RECOMMENDED ACTIONS:

1. Transfer and appropriate funds up to \$100,000 from the Rule 1180 Special Revenue Fund (78) to Monitoring and Analysis's (MAD's) FY 2022-23 and/or 2023-24 Budget (Org 42) Capital Outlays Major Objects as indicated in Table 1;
2. Appropriate up to \$230,000 from the General Fund Undesignated (Unassigned) Fund Balance for Rule 1180 activities to MAD's FY 2022-23 and/or 2023-24 Budget (Org 42) Capital Outlays (up to \$30,000) and Services and Supplies (up to \$200,000) Major Objects, as indicated in Tables 1 and 2;
3. Authorize the Procurement Manager, in accordance with South Coast AQMD's Procurement Policy and Procedure, to issue sole source purchase orders for the following items in support of Rule 1180 community air monitoring as listed in Tables 1 and 2, and described in this letter:
 - a. One automated gas chromatography (Auto-GC) system from Tricorntech Corporation (Tricorntech) in an amount not to exceed \$75,000;
 - b. Software update from Vaisala Inc. (Vaisala) for the WindCube Wind Profiling Light Detection and Ranging (LIDAR) unit in an amount not to exceed \$30,000;
 - c. Up to two replacement air conditioning systems including installation from KLM HVAC and Refrigeration (KLM HVAC) in an amount not to exceed \$25,000;

- d. Annual consumables and supplies from Tricorntech for the operation of Auto-GC systems in an amount not to exceed \$140,000; and
 - e. Annual data quality assurance services from Tricorntech for validating data from Auto-GC systems in an amount not to exceed \$60,000.
4. Authorize the Executive Officer to execute a contract with National Physical Laboratory (NPL) in an amount up to \$1,200,000 to conduct an independent audit of the fenceline air monitoring systems for all refineries that are part of the Rule 1180 fenceline air monitoring network. NPL was selected through a bid evaluation process, and the results of this evaluation are summarized in Table 3; and
 5. Approve the addition of one Manager and one Program Supervisor positions, and the deletion of one Senior Staff Specialist position in MAD as listed in Table 4.

Wayne Nastri
Executive Officer

JCL:AP:OP

Background

Rule 1180 - Refinery Fenceline and Community Air Monitoring, was adopted by the Board in December 2017 and requires all seven major refineries in the South Coast Air Basin (Basin) to measure the ambient levels of various air pollutants at their fenceline, and notify the public if the concentration of any pollutant is above pre-determined threshold levels. Rule 1180 also established a fee schedule to fund community air monitoring stations (operated by South Coast AQMD) to provide air quality information and notification to the public on the potential impact of refinery emissions in their communities. In FYs 2017-18 and 2018-19, the Board recognized revenue in two installments of \$2,145,390 and \$5,005,907, respectively, into the Rule 1180 Special Revenue Fund (78) for the installation of community air monitoring stations near refineries. Beginning January 2020, pursuant to Rule 301 - Permitting and Associated Fees, the refineries also started funding annual operating and maintenance costs totaling \$4,586,267 in FY 2022-23 for refinery-related community air monitoring programs near the following facilities:

- Tesoro Refining & Marketing Company, LLC, Carson;
- Tesoro Refining & Marketing Company, LLC, Wilmington;
- PBF Energy, Torrance Refining Company, Torrance;
- Chevron Products Company, Chevron El Segundo Refinery, El Segundo;
- Phillips 66 Company, Carson;
- Phillips 66 Company, Wilmington; and
- Valero Energy Corporation, Valero Wilmington Refinery, Wilmington

The Rule 1180 refinery fenceline and community air monitoring network began operation in January 2020. To satisfy the Rule requirements, novel optical remote sensing (ORS), Auto-GC and traditional analyzers have been installed at fenceline and

community air monitoring sites, making this network the first of its kind in terms of complexity and technologies deployed.

The Rule 1180 fenceline air monitoring network consists of ORS and traditional analyzers deployed at the fencelines of seven major refineries in the Basin. South Coast AQMD staff has been working with each facility to assure appropriate instrumentation, standardization of data acquisition and reporting, and appropriate procedure implementation to produce high-quality data. However, there is a pressing need to identify a qualified independent contractor to conduct a systematic review of the entire Rule 1180 fenceline air monitoring network and ensure that the collected refinery data meets the stringent quality assurance criteria of this program. In May 2022, South Coast AQMD issued RFP# P2022-13 to identify one or more contractors capable of designing and conducting an independent audit of the fenceline air monitoring systems of all refineries that are part of South Coast AQMD Rule 1180 program.

Outreach

In accordance with South Coast AQMD Procurement Policy and Procedure, a public notice advertising RFP #P2022-13 was published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County's Press Enterprise newspapers to leverage the most cost-effective method of outreach to the Basin. Additionally, potential bidders may have been notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFP was emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associates, and placed on South Coast AQMD's website (<http://www.aqmd.gov>).

Bid Evaluation

Five proposals from Aerodyne Research, Inc. (Aerodyne), Argos Scientific, Inc., (Argos), National Physical Laboratory (NPL), RJ LEE Group, Inc. (RJ Lee), and Terra Applied Systems, LLC (Terra) were submitted and received by the July 5, 2022 closing deadline for RFP #P2022-13. All proposals were evaluated by a panel comprised of the following subject matter experts: three South Coast AQMD staff (one Assistant Deputy Executive Officer, one Senior Air Quality Chemist, and one Air Quality Specialist); one Research Physical Scientist from the U.S. EPA Office of Research and Development; and one Senior Research Scientist from Jet Propulsion Laboratory. Of the five panelists, three were Caucasian, one Hispanic, and one Indian; four were male and one was female. Based on scoring and input from the panelists, NPL submitted the most complete and competitive proposal which, if implemented, would allow the development of a robust Rule 1180 auditing program. The evaluation scores are summarized in Table 3.

Proposal

This action is to transfer and appropriate up to \$100,000 from the Rule 1180 Special Revenue Fund (78) to MAD's FY 2022-23 and/or 2023-24 Budgets (Org 42) Capital Outlays Major Objects, as indicated in Table 1, to support air monitoring activities required under Rule 1180.

This action is to also appropriate up to \$230,000 from the General Fund Undesignated (Unassigned) Fund Balance for Rule 1180 activities to MAD's FY 2022-23 and/or 2023-24 Budget (Org 42) Capital Outlays and Services & Supplies Major Objects, as indicated in Tables 1 and 2.

Automated Gas Chromatography System

Auto-GC systems manufactured by Tricorntech are deployed at all Rule 1180 community air monitoring sites for measuring a comprehensive list of Volatile Organic Compounds (VOCs) and other air toxics. The additional Auto-GC would be utilized for equipment verification and instrument replacement purposes. Tricorntech is the sole-source provider of these Auto-GC systems due to the use of proprietary technology and the vendor's unique expertise. The cost of one Auto-GC from Tricorntech will not exceed \$75,000, as listed in Table 1.

Software Upgrade for the WindCube Wind Profiling LIDAR

This LIDAR system is currently used by South Coast AQMD to measure vertical wind profiles to better understand pollution plumes distribution in communities near refineries. The updated software will allow for better retrieval of the atmospheric boundary layer, and aid in the tracking of any potential refinery emissions. Vaisala is the sole-source provider of this software due to the use of proprietary technology. The cost to upgrade the WindCube LIDAR software license will not exceed \$30,000, as listed in Table 1.

Replacement Air Conditioning Systems

The air conditioning systems used to maintain stable temperature conditions inside Rule 1180 community air monitoring stations need to be replaced every three to five years. The Rule 1180 community air monitoring network has been in operation for more than three years, and up to two spare air conditioning systems are needed in case of failure of one or more of the existing air condition units. KLM HVAC is a local business in Long Beach that has extensive expertise in the installation, service and repair of air conditioning systems in South Coast AQMD air monitoring stations. KLM HVAC has in-depth understanding of controlled environments required to operate air monitoring instrumentation and is uniquely qualified to select and install the appropriate air conditioning equipment. The cost to purchase and install up to two replacement air conditioning units will not exceed \$25,000, as listed in Table 1.

Annual Consumable Supplies and Annual Data Quality Assurance Services

Auto-GC systems manufactured by Tricorntech are deployed at all Rule 1180 community air monitoring sites for measuring a comprehensive list of Volatile Organic Compounds (VOCs) and other air toxics. The consumables and the routine maintenance components are required to ensure routine uninterrupted performance of all Auto-GCs currently in operation. Additionally, data quality assurance service is required to ensure the validity and accuracy of the data generated by the Auto-GCs. Tricorntech is the sole-source provider of all these items due to the use of proprietary technology and the vendor's unique expertise. The cost of annual consumable supplies and annual data

quality assurance services from Tricorntech will not exceed \$140,000, and \$60,000, respectively, as listed in Table 2.

Proposed Contract for the Independent Audit of the Rule 1180 Fenceline Air Monitoring Network

This action is to authorize the Executive Officer to execute a contract with National Physical Laboratory (NPL) in an amount up to \$1,200,000 to conduct an independent audit of the air monitoring systems that are included in the Rule 1180 fenceline air monitoring network.

Proposed Staffing Changes

This action is to approve the addition of one Manager position to the Advanced Monitoring Technologies branch (Rule 1180 Implementation group) and one Program Supervisor position to the Quality Assurance branch, and the deletion of one Senior Staff Specialist position from the Advanced Monitoring Technologies branch (Rule 1180 Implementation group). These staffing changes would ensure appropriate guidance and supervision and would better satisfy the operational needs of the Rule 1180 program, which requires staff to work with representatives of all refineries applicable to Rule 1180, operate and maintain the Rule 1180 community network, develop and implement quality assurance methods and procedures for this program, and oversee the proposed independent audit of fenceline air monitoring systems.

Sole Source Justification

Section VIII.B.2 of the Procurement Policy and Procedure identifies four major provisions under which a sole source award may be justified. The request for sole source purchases from Tricorntech and Vaisala are made under Sections VIII.B.2.c (1): The unique experience and capabilities of the proposed contractor; VIII.B.2.c (2): The project involves the use of proprietary technology; and VIII.B.2.d (6): Projects requiring compatibility with existing specialized equipment. There are no other vendors who can provide this equipment, supplies and software meeting all required specifications and that are compatible with existing specialized equipment already in operation.

The request for sole source purchase from KLM HVAC is made under Section VIII.B.2.d (6): Projects requiring compatibility with existing specialized equipment. KLM HVAC is a local business that is an established vendor with South Coast AQMD, has been providing air conditioning systems compatible with existing air monitoring stations and equipment, and also has provided reliable services to support air monitoring efforts for the last decade.

Benefits to South Coast AQMD

Funding for the implementation of Rule 1180 will allow South Coast AQMD to fulfill the requirements of its Rule 1180 program, which will result in benefits to environmental justice communities and others working and residing in the Basin near refineries.

Resource Impacts

Rule 1180 annual fees will provide resources for ongoing community air monitoring operation and maintenance, and to support the additional staff requested as part of this Board letter. Sufficient funding is available in the Rule 1180 Special Revenue Fund and Undesignated (Unassigned) Fund Balance from Rule 1180 prior year budget savings to support the activities outlined in this Board letter.

Attachments

Table 1: FY 2022-23 and/or 2023-24 Proposed Capital Outlays Expenditures for Rule 1180

Table 2: FY 2022-23 and/or 2023-24 Proposed Services and Supplies Expenditures for Rule 1180

Table 3: Summary of Evaluation Scores for RFP #P2022-13

Table 4: FY 2022-23 Proposed Staffing Addition/Deletion for Rule 1180

Table 1
FYs 2022-23 and/or 2023-24
Proposed Capital Outlays Expenditures for Rule 1180*

Description	Qty	Appropriation from Prior Year's Budget Savings	Appropriation from Fund 78	Procurement Method
Automated Gas Chromatography System	1	0	\$75,000	Sole Source
LIDAR Software Upgrade	1	\$30,000	0	Sole Source
Air Conditioning Systems	Up to 2	0	\$25,000	Sole Source
Totals		Up to \$30,000	Up to \$100,000	

*Expenditures may be appropriated as Capital Outlays or Services and Supplies Major Object, as warranted.

Table 2
FYs 2022-23 and/or 2023-24
Proposed Services and Supplies Expenditures for Rule 1180*

Description	Appropriation from Prior Year's Budget Savings	Procurement Method
Annual Consumable Supplies for Automated Gas Chromatography Systems	\$140,000	Sole Source
Quality Assurance Services for Gas Chromatography Systems	\$60,000	Sole Source
Total	Up to \$200,000	

*Expenditures may be appropriated as Services and Supplies or Capital Outlays Major Object, as warranted.

Table 3
Summary of Evaluation Scores for RFP #P2022-13

Proposer	Technical Score	Cost Score	Additional Points	Total Score
Aerodyne Research, Inc. (Aerodyne)	68.6	5	2	75.6
Argos Scientific, Inc., (Argos)	74.8	7.1	12	93.9
National Physical Laboratory (NPL)	85.0	10	0	95.0
RJ LEE GROUP, Inc. (RJ Lee)	75.8	7.2	7	90.0
Terra Applied Systems, LLC (Terra)	64.0	7.1	12	83.1

Table 4
FY 2022-23 Proposed Staffing Addition/Deletion for Rule 1180

Position Title	Add/Delete	Estimated Amount
Manager (Level Equivalent to Quality Assurance Manager)	1	\$237,396
Program Supervisor	1	204,937
Senior Staff Specialist	-1	-184,827
Total	1	\$257,506

BOARD MEETING DATE: April 7, 2023

AGENDA NO.

PROPOSAL: Remove Various Fixed Assets from South Coast AQMD Inventory

SYNOPSIS: South Coast AQMD Administrative Policies and Procedures No. 20 requires each organizational unit to review fixed assets for obsolescence and disposal every year. This action is to approve removal of surplus equipment and motor vehicles determined to be obsolete, non-operational and not worth repairing.

COMMITTEE: Administrative, March 10, 2023; Recommended for Approval

RECOMMENDED ACTION:

Declare the items on Attachments A, B, and C as surplus and authorize removal of these items from the fixed assets inventory through sales, donation, trade-in, auction process, salvage, or dismantlement for parts.

Wayne Nastri
Executive Officer

SJ:gp

Background

South Coast AQMD Administrative Policies and Procedures No. 20 established procedures for the approval, purchasing, tagging, physical inventory, and disposal of fixed assets. This policy requires the review of the fixed assets and controlled items for obsolescence and disposal every year. The list of equipment appearing on Attachment A represents old, obsolete, and non-operational equipment that could not be repaired. The vehicle appearing on Attachment B is non-operational and not worth repairing. At the November 4, 2022 Board meeting, the Board authorized the Executive Officer to execute an open-ended lease and maintenance agreement with Enterprise Fleet Management. The list of vehicles appearing on Attachment C represents vehicles that will be sold by Enterprise Fleet Management per the Board approved lease agreement. The proceeds from the sale will be returned to South Coast AQMD to deposit into Fund 02 – Infrastructure Improvement Fund. Vehicles on Attachment C have been driven an average of over 133,000 miles. Equipment purchased with federal funds are being disposed in accordance with applicable federal regulations.

Proposal

Staff is recommending that assets on Attachments A, B, and C, as in the past, be surplused through the surplus process and properly disposed. Equipment will be auctioned, traded-in, salvaged, donated or dismantled for parts and the motor vehicles will be disposed through auction or sales.

Resource Impacts

Miscellaneous revenue from auction sales will be recorded in the General Fund. Funds received from Enterprise Fleet Management will be recorded in the Fund 02 – Infrastructure Improvement Fund. The total original cost of \$2,867,434 for the fixed assets in Attachments A, B, and C was accounted for, depreciated, and reported in the annual audited financial statements.

Attachments

- A. Obsolete or Non-repairable Equipment
- B. Obsolete or Non-repairable Motor Vehicles
- C. Sale of Motor Vehicles by Enterprise Fleet Management

ATTACHMENT A
Obsolete or Non-repairable Equipment

Asset ID	Tag#	Description	Cost	Date Purchased	Net Book Value **	Disposition
00000211	0010772	Chart Recorder Kontron 520	\$ 7,712.84	2/7/1990	\$ 0.00	Scrap/Auction (1)
00000448	0011342	Analyzer Hydrocarbon Ratfisch	11,853.38	2/10/1992	0.00	Scrap/Auction (1)
00001071	0013713	Analyzer Portable TVA 1000	8,138.29	12/7/1994	0.00	Scrap/Auction (1)
00001072	0013714	Analyzer Portable TVA 1000	8,138.29	12/7/1994	0.00	Scrap/Auction (1)
00002075	0004919	Cal Gas Flow Std MKS A-100	21,087.10	11/10/1998	0.00	Scrap/Auction (1)
00002310	0006406	Gas Sample Conditioner	7,020.90	9/12/1991	0.00	Scrap/Auction (1)
00002567	0009268	Gas Divider System	7,992.79	11/10/1998	0.00	Scrap/Auction (1)
00002619	0009601	Stack Sampler	5,000.18	11/10/1998	0.00	Scrap/Auction (1)
00002725	0009970	Stack Sampler	5,000.18	11/10/1998	0.00	Scrap/Auction (1)
00002836	E000243*	Gas Cal - ENV 9100	13,613.55	4/28/1999	0.00	Donate (2)
00003180	--	Network Infrastructure Upgrade	222,265.17	1/24/2001	0.00	Scrap/Auction (1)
00003263	0016505	Analyzer, Horiba APMA-360CE CO	6,671.60	7/27/2001	0.00	Donate (2)
00003287	0016509	Analyzer, Horiba APMA-360CE CO	6,671.60	7/27/2001	0.00	Donate (2)
00003426	E000177*	Gas Chromatograph	124,064.08	1/1/2002	0.00	Scrap/Auction (1)
00003543	0016569	Optical Flow Sensor	13,923.72	9/12/2002	0.00	Scrap/Auction (1)
00003544	0016568	Optical Flow Sensor	13,923.72	9/12/2002	0.00	Scrap/Auction (1)
00003574	0016583	Datalogger ESC Model 8816	6,502.48	1/1/2003	0.00	Scrap/Auction (1)
00003620	E000214*	Analyzer, Nox, Teledyne API	6,718.45	1/1/2004	0.00	Donate (2)
000000003791	E000313*	Analyzer UV Photometric Ozone	4,855.49	1/1/2007	0.00	Donate (2)
000000003793	E000315*	Analyzer UV Photometric Ozone	4,855.49	1/1/2007	0.00	Donate (2)
000000003807	E000340*	Monitor Cont Ambient PM2.5	21,013.75	1/1/2007	0.00	Scrap/Auction (1)
000000003815	0016654	Aethalometer PM 2.5 Cyclone	9,426.12	1/1/2007	0.00	Scrap/Auction (1)
000000003821	0016659	Condensation Particle Counter	11,105.67	1/1/2007	0.00	Scrap/Auction (1)
000000003822	0016660	Condensation Particle Counter	11,105.67	1/1/2007	0.00	Scrap/Auction (1)
000000003823	0016661	Condensation Particle Counter	11,105.67	1/1/2007	0.00	Scrap/Auction (1)
000000003824	0016662	Condensation Particle Counter	11,105.67	1/1/2007	0.00	Scrap/Auction (1)
000000003825	0016663	Condensation Particle Counter	11,105.68	1/1/2007	0.00	Scrap/Auction (1)
000000003826	0016664	Condensation Particle Counter	11,105.68	1/1/2007	0.00	Scrap/Auction (1)
000000003827	0016665	Condensation Particle Counter	11,105.68	1/1/2007	0.00	Scrap/Auction (1)
000000003828	0016666	Condensation Particle Counter	11,105.68	1/1/2007	0.00	Scrap/Auction (1)
000000003829	0016667	Condensation Particle Counter	11,040.54	1/1/2007	0.00	Scrap/Auction (1)
000000003830	0016668	Condensation Particle Counter	11,040.53	1/1/2007	0.00	Scrap/Auction (1)
000000003898	0016785	Network Proc. Engine G1	9,634.25	1/1/2007	0.00	Scrap/Auction (1)
000000003905	E000342*	Server, HP Proliant ML570 G4	31,349.57	1/1/2008	0.00	Scrap/Auction (1)
000000003969	0016782	Cisco, Protection Sys Network	7,685.75	6/25/2008	0.00	Scrap/Auction (1)
000000004066	0016803	Water Purification Sysnanopure	9,259.96	6/25/2009	0.00	Scrap/Auction (1)
000000004093	0016942	Server Hp Proliant DL580 G5	14,867.17	5/6/2010	0.00	Scrap/Auction (1)
000000004094	0016943	Server HP Proliant DL580 G5	14,867.17	5/6/2010	0.00	Scrap/Auction (1)
000000004096	--	Cisco, Switch Network Gigabit En	14,953.44	5/7/2010	0.00	Scrap/Auction (1)
000000004097	--	Cisco, Switch Network Gigabit En	14,953.44	5/7/2010	0.00	Scrap/Auction (1)
000000004120	0016847	Xray Diffractometer System	150,870.00	1/1/2010	0.00	Scrap/Auction (1)
000000004136	0016944	Server, Hewlett Packard DL380	5,366.78	6/25/2010	0.00	Scrap/Auction (1)
000000004176	0016844	Titration, Metrohm 890 KF	14,529.25	1/1/2011	0.00	Scrap/Auction (1)
000000004179	0016846	Titration, Metrohm 890 KF Base	7,839.41	1/1/2011	0.00	Scrap/Auction (1)
000000004213	0016945	Server HP DL580 G5 Rack	17,944.13	1/1/2011	0.00	Scrap/Auction (1)
000000004215	0016947	Server HP DL580 G5 Rack	17,944.12	1/1/2011	0.00	Scrap/Auction (1)
000000004216	0016948	Server HP DL580 G5 Rack	17,944.12	1/1/2011	0.00	Scrap/Auction (1)

ATTACHMENT A
Obsolete or Non-repairable Equipment

Asset ID	Tag#	Description	Cost	Date Purchased	Net Book Value **	Disposition
000000004235	0016855	Cisco 3925 Router Bundle	12,017.63	1/1/2011	0.00	Scrap/Auction (1)
000000004295	E000460*	Analyzer, Chemiluminescent No-	10,895.66	1/4/2012	0.00	Donate (2)
000000004355	--	Cisco, 16 Port 10 Gigabit	36,012.35	7/20/2012	0.00	Scrap/Auction (1)
000000004386	--	Siteinfinity Enterprise Edit	26,999.10	11/28/2012	0.00	Scrap/Auction (1)
000000004489	0016919	Cisco Firewall Ed. ASA 5525-X	12,233.39	10/25/2013	0.00	Scrap/Auction (1)
000000004525	--	Server, HP Proliant BL460C	7,591.85	7/29/2014	0.00	Scrap/Auction (1)
000000004526	--	Server, HP Proliant BL460C	7,591.85	7/29/2014	0.00	Scrap/Auction (1)
000000004527	--	Server, HP Proliant BL460C	7,591.85	7/29/2014	0.00	Scrap/Auction (1)
000000004528	--	Server, HP Proliant BL460C	7,591.85	7/29/2014	0.00	Scrap/Auction (1)
000000004530	--	Server, HP Proliant BL460C	7,591.85	7/29/2014	0.00	Scrap/Auction (1)
000000004532	--	Server, HP Proliant BL460C	7,591.85	7/29/2014	0.00	Scrap/Auction (1)
000000004773	0017040	XACT 625 Ambient Monitor	142,261.10	9/29/2016	16,935.88	Trade In (3)
000000004772	0017041	XACT 625 Ambient Monitor	147,306.38	9/29/2016	17,536.45	Trade In (3)
Total Obsolete or Non-repairable Equipment			\$ 1,430,660.91		\$ 34,472.33	

* Assets purchased with federal funds.

** Net Book Value represents historical cost reduced by estimated depreciation. It is expected that some revenue will be realized upon sale at auction.

(1) Usable parts will be removed and the remainder will be auctioned and scrapped.

(2) Equipment will be donated to UC Riverside.

(3) Equipment will be traded in.

BOARD MEETING DATE: April 7, 2023

AGENDA NO.

PROPOSAL: Execute Contract for Independent Audit Services for FYs Ending June 30, 2023, 2024, and 2025

SYNOPSIS: On November 4, 2022, the Board approved release of an RFP for independent financial audit services. Four proposals were submitted to the Administrative Committee for consideration at its March 3, 2023 meeting. After the Committee interviewed representatives of each of the firms, (CONTRACTOR) was selected to be recommended to the full Board.

COMMITTEE: Administrative, March 10, 2023; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Chair to execute a contract with (CONTRACTOR) for performance of the South Coast AQMD's Financial Audits for FYs ending June 30, 2023, 2024, and 2025 in an amount not to exceed (\$AMOUNT).

Wayne Nastri
Executive Officer

SJ:gp

Background

A financial audit is performed annually on the South Coast AQMD in compliance with the California Government Code and audit requirements for federal awards under the Uniform Guidance.¹ This audit is performed by independent Certified Public Accountants, and their reports are addressed to the Board. The Board approved release of an RFP for independent financial services.

Outreach

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the RFP and inviting bids was published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County's Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin.

¹ Office of Management and Budget – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR 200, is referred to as the Uniform Guidance.

Additionally, potential bidders may have been notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFP was emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations and placed on the Internet at South Coast AQMD's website (<http://www.aqmd.gov>).

Bid Evaluation

Notice of RFP #P2023-03 was sent out to forty-nine firms who have requested to be notified of South Coast AQMD procurement for auditing services. Six proposals were received prior to the bid closing at 1:00 p.m. on February 1, 2023.

The evaluation panel consisted of a Santa Barbara County Air Pollution Control District Administrative Division Manager and two South Coast AQMD staff: a Principal Deputy District Counsel and a Financial Analyst. Of the three panelists, two are Middle Eastern and one is Caucasian, one male and two female. The evaluation results for the four bidders that qualified are as follows:

BIDDER	ANNUAL AUDIT HOURS	BID AMOUNT 3 YEARS	TECHNICAL SCORE	NOT ENGAGED WITH SOUTH COAST AQMD IN LAST 5 YEARS	LOCAL FIRM	TOTAL POINTS *	OVERALL RANK
The Pun Group, LLP	410	\$170,000	65	√	√	108	1
Lance, Soll & Lunghard, LLP	373	\$165,480	64	√	√	98	2
Badawi & Associates	560	\$169,815	59	√	**	87	3
Simpson and Simpson, LLP	712	\$293,636	66	√	√	81	4

* Total maximum points of 127

** Not a local firm

The selection criteria used to rank the proposals included responsiveness to the RFP; technical expertise; qualifications and experience; past performance; cost; SB/SBJV/DVBE/DVBEJV/DVBE/SB subcontractors/local business designation (non-EPA). Based on the panel's assessment of the criteria, the top four qualifying bidders were submitted to be Administrative Committee for consideration and recommendation to the full Board. The Committee recommended (CONTRACTOR).

Resource Impacts

The maximum audit costs, including out-of-pocket expenses, are (\$AMOUNT), (\$AMOUNT), and (\$AMOUNT) for FYs ending June 30, 2023, 2024, and 2025, respectively. Funding will be requested through the annual budget process.

**LOCAL GOVERNMENT &
SMALL BUSINESS ASSISTANCE ADVISORY GROUP
FRIDAY, JANUARY 13, 2023
MEETING MINUTES**

MEMBERS PRESENT:

Councilmember Carlos Rodriguez, LGSBA Chair (Board Member)
 Senator Vanessa Delgado (Board Member)
 Felipe Aguirre
 Councilmember Rachelle Arizmendi, City of Sierra Madre
 Paul Avila, P.B.A. & Associates
 LaVaughn Daniel, DancoEN
 John DeWitt, JE DeWitt, Inc.
 Bill LaMarr, California Small Business Alliance
 Rita Loof, RadTech International
 Eddie Marquez, Roofing Contractors Association
 David Rothbart, Los Angeles County Sanitation Districts
 Geoffrey Blake, Metal Finishers of Southern California

MEMBERS ABSENT:

Supervisor Janice Rutherford (Board Member)
 Todd Campbell, Clean Energy

OTHERS PRESENT:

Mark Abramowitz
 Harvey Eder
 Andrew Silva
 Mark Taylor, Board Member Consultant (*Rutherford*)

SOUTH COAST AQMD STAFF:

Susan Nakamura, Chief Operating Officer
 Derrick Alatorre, Deputy Executive Officer
 Aaron Katzenstein, Deputy Executive Officer
 Anissa Heard-Johnson, Deputy Executive Officer
 Terrence Mann, Deputy Executive Officer
 Ron Moskowitz, Deputy Executive Officer
 Ian MacMillan, Assistant Deputy Executive Officer
 Lisa Tanaka O'Malley, Assistant Deputy Executive Officer
 Ian MacMillan, Assistant Deputy Executive Officer
 Victor Yip, Assistant Deputy Executive Officer

Barbara Baird, Chief Deputy Counsel
Sheri Hanizavareh, Principal Deputy District Counsel
Philip Crabbe III, Senior Public Affairs Manager
Mitch Haimov, Senior Air Quality Engineering Manager
Mark Henninger, Information Technology Manager
Denise Peralta Gailey, Public Affairs Manager
Danielle Soto, Public Affairs Manager
Anthony Tang, Information Technology Supervisor
Maryam Hajbabaei, Program Supervisor
Elaine Hills, Senior Staff Specialist
Derek Camacho, Air Quality Specialist
Van Doan, Air Quality Specialist
Paul Wright, Senior Information Technology Specialist
Aisha Reyes, 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.

For additional details of the Local Government and Small Business Assistance (LGSBA) Advisory Group meeting, please refer to the Webcast at [Live Webcast \(aqmd.gov\)](https://aqmd.gov)

Agenda Item #2 – Approval of December 9, 2022 Meeting Minutes

Chair Rodriguez called for approval of the December 9, 2022 meeting minutes.

No public comment.

Bill LaMarr commented that he previously asked what percentage of the backlog includes small businesses and Jason Aspell, Deputy Executive Officer, Engineering and Permitting, would provide the information and would like the request reflected in the minutes. Derrick Alatorre, Deputy Executive Officer, Legislative, Public Affairs and Media, responded that staff would follow up and provide it by the next meeting.

Action Item #1: Provide Mr. LaMarr with an update on his request.

Barbara Baird, Chief Deputy Counsel, Legal, stated that members may vote on the minutes and include Mr. LaMarr's amendment.

Motion to approve minutes with the amendment request made by Geoffrey Blake; seconded by Rachelle Arizmendi; approved.

Ayes: Daniel, Delgado, DeWitt, LaMarr, Loof, Marquez, Rodriguez, Rothbart

Noes: None

Absent: Avila, Campbell, Rutherford, Aguirre

For additional details, please refer to the [Webcast](#) beginning at 6:02.

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

Mr. Alatorre reviewed the action items from the December 9, 2022 meeting, which was to provide an update on potential changes to ozone and particulate matter (PM) standards. Mr. Alatorre gave a response that was provided by Dr. Sarah Rees, Deputy Executive Officer, Planning, Rule Development and Implementation.

Rita Loof stated that U.S. EPA is revising the PM standards and would like to request an update in the future.

Susan Nakamura, Chief Operating Officer, commented that staff will provide a presentation on the new PM_{2.5} standard at next month's Governing Board meeting.

No public comment.

For additional details, please refer to the [Webcast](#) beginning at 10:48.

Agenda Item #4 – LGSBA 2022 Accomplishments and 2023 Goals and Objectives

Mr. Alatorre discussed the LGSBA 2022 Accomplishments and 2023 Goals and Objectives.

Ms. Loof commented that accomplishments in 2022 were staff presentations and suggested that the Advisory Group participate more actively in meetings. Ms. Loof requested that Rule 219 - Equipment Not Requiring a Written Permit Pursuant to Regulation II, be added to the 2023 Goals and Objectives list and presented at the next meeting. Mr. Alatorre responded that he will discuss with staff. For additional details, please refer to the [Webcast](#) beginning at 16:01.

***Action Item #2:** Place on the next meeting agenda a presentation on Proposed Amended Rule 219.*

Geoffrey Blake commented on the helpfulness of the Small Business Assistance (SBA) team and asked if the Governing Board would consider having an ombudsman. Mr. Alatorre explained that the SBA team also provides assistance to big businesses and clarified that his role as a Public Advisor is similar to an ombudsman. For additional details, please refer to the [Webcast](#) beginning at 21:00.

David Rothbart expressed support for Ms. Loof's comment about members having a more active role in the meetings. As for the Goals and Objectives, Mr. Rothbart suggested to add a discussion on enforcement policies, amend #17 to add a discussion on fee equivalency and amend #8 to state, "Status of CARB's efforts to electrify the mobile source sector." For additional details, please refer to the [Webcast](#) beginning at 24:13.

Mr. LaMarr suggested to add a discussion on the Advisory Group's roles and contributions throughout the year. For additional details, please refer to the [Webcast](#) beginning at 28:18.

Ms. Loof commented that many local governments are unaware of the committee structure and suggested creating a subcommittee that focuses on outreach to local governments and small businesses. Chair Rodriguez asked if there is a distribution list for stakeholders and businesses that are alerted to these meetings. Mr. Alatorre responded there is a mailing list for City Managers. Mr. Alatorre also stated that the outreach team could also make an announcement at Chamber of Commerce meetings about the LGSBA meetings. Chair Rodriguez asked if there was a list of Chambers of Commerce. Mr. Alatorre confirmed that there was one. Chair Rodriguez requested that the Chambers of Commerce are included in the emails sent to City Managers. Rachelle Arizmendi suggested to include City Councilmembers. For additional details, please refer to the [Webcast](#) beginning at 33:02.

***Action Item #3:** Expand outreach to City Managers, Chambers of Commerce and City Councilmembers to promote LGSBA meetings.*

Chair Rodriguez commented that a subcommittee may be created if directed by the Governing Board and explained the process. Ms. Baird stated that the Governing Board would have to determine if there was a need for subcommittees as staff resources would have to be considered. For additional details, please refer to the [Webcast](#) beginning at 40:30.

Ms. Baird stated that this item was placed under discussion items on the agenda and cannot be voted on today. Chair Rodriguez stated that staff will make edits based on the suggestions and place it under action items for voting next month. For additional details, please refer to the [Webcast](#) beginning at 45:13.

John DeWitt suggested to add retrospective review of regulations. For additional details, please refer to the [Webcast](#) beginning at 46:16.

Mr. LaMarr and Mr. Rothbart commented on HRAG subcommittees. For additional details, please refer to the [Webcast](#) beginning at 48:00.

Ms. Loof retracted her request to create an outreach subcommittee and suggested having a group of volunteers instead. Ms. Loof suggested to amend #13 to include a discussion on Community Steering Committee (CSC). For additional details, please refer to the [Webcast](#) beginning at 54:20.

No public comment.

For additional details on the presentation and discussions, please refer to the [Webcast](#) beginning at 14:53.

Agenda Item #5 – Clean Fuels Plan Update

Dr. Maryam Hajbabaei, Program Supervisor, Technology Advancement Office, provided an update of the Clean Fuels Plan.

Harvey Eder provided public comment. For additional details, please refer to the [Webcast](#) beginning at 1:10:26.

Mr. Rothbart asked if there is guidance for selecting near-zero vs. electric vehicles in terms of cost-effectiveness. Aaron Katzenstein, Deputy Executive Officer, Technology Advancement Office, replied that the cost-effectiveness for the technologies has increased. The goal is to promote the vehicles and reduce the costs in the future. Mr. Rothbart and Mr. Katzenstein discussed South Coast Air Quality Management District's (South Coast AQMD) and California Air Resources Board's (CARB) proposed Advanced Clean Fleets (ACF) regulations. For additional details, please refer to the [Webcast](#) beginning at 1:13:50.

Mr. LaMarr asked if there have been discussions by the Federal government and the State regarding the adjustments to the timetable for upgrading the infrastructure for zero-emission. Dr. Hajbabaei responded that the program includes an infrastructure element to prepare for the charging demand. For additional details, please refer to the [Webcast](#) beginning at 1:18:30.

For additional details on the presentation and discussions, please refer to the [Webcast](#) beginning at 58:05.

Agenda Item #6 – Update on 2023 Legislative Priorities

Philip Crabbe III, Sr. Public Affairs Managers, Legislative, Public Affairs and Media, presented an update on 2023 Legislative Priorities.

Ms. Loof asked for the Assembly Bill (AB) number regarding independent special district proposal. Mr. Crabbe responded that this bill does not have a number yet, but the language is similar to AB 2852 Bloom. Ms. Loof commented that U.S. EPA has proposed policies that are harmful to the businesses in Southern California and asked South Coast AQMD to advocate for the best interest of the businesses. For additional details, please refer to the [Webcast](#) beginning at 1:30:16.

Harvey Eder provided public comment. For additional details, please refer to the [Webcast](#) beginning at 1:32:40.

For additional details on the presentation and discussions, please refer to the [Webcast](#) beginning at 1:23:20.

Agenda Item #7 – Other Business

Ms. Loof highlighted a proposed amendment to Rule 219 - Equipment Not Requiring a Written Permit Pursuant to Regulation II, which is to require facilities to apply for a permit modification for physical changes to the equipment. Ms. Loof announced that Radtech will be having a webinar on Jan 26, 2023, at 1-2 PM EST, titled, “Potential for UV/EB Technology Within the Energy Storage Sector.” For additional details, please refer to the [Webcast](#) beginning at 1:35:02.

Agenda Item #8 – Public Comment

No public comment.

Agenda Item #9 – Next Meeting Date

The next regular LGSBA Advisory Group meeting is scheduled for Friday, February 10, 2023, at 11:30 a.m.

Adjournment

The meeting adjourned at 1:06 p.m.

ATTACHMENT B
Obsolete or Non-repairable Motor Vehicle

Asset ID	Tag#	Description	Cost	Date Purchased	Net Book Value **	Disposition ***
00003517	0038753	2002 Ford Crown Victoria CNG	\$ 22,483.13	7/9/2002	0.00	Disposed (1)
Total Obsolete or Non-repairable Motor Vehicles			\$ 22,483.13		\$ 0.00	

** Net Book Value represents historical cost reduced by estimated depreciation.

*** This vehicle had an average of 78,000 miles.

(1) This vehicle was involved in a collision and taken by the insurance company and disposed prior to the Board approval.