



# South Coast Air Quality Management District

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

## LOS ANGELES COUNTY

### ENVIRONMENTAL JUSTICE INTER-AGENCY TASK FORCE

#### Task Force Members

Joe Baiocco Mandy Bane Laura Cortez Bjorn Dodd Felipe Escobar Angela Garcia Florence Gharibian Lisa Hart Susana Lagudis Melissa Plamondon	Michael Ramos Evelina Rayas Alicia Lizarraga David Serby Robina Suwol David Thompson Timothy Watkins Amy Wong Victor Yip
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#### MEETING AGENDA

May 12, 2021 ♦ 12:00 pm - 2:00pm

#### INSTRUCTIONS FOR ELECTRONIC PARTICIPATION AT BOTTOM OF AGENDA

#### Zoom Webinar Meeting

<https://scaqmd.zoom.us/j/96131208637>

**Zoom Webinar ID: 961 3120 8637**

**Teleconference Dial In: +1 (669) 900-6833**

#### CALL TO ORDER (Item 1)

1.	<b>Call to Order/Opening Remarks</b>	Derrick J. Alatorre Deputy Executive Officer Legislative, Public Affairs & Media South Coast AQMD
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#### INFORMATIONAL ITEMS (Item 2 and 3):

2.	<b>Summary of February 10, 2021 Inter-Agency Task Force Meeting Minutes</b>	Derrick J. Alatorre
3.	<b>Review of Follow-Up/Action Items</b> <i>Staff will review the follow-up/action items identified in the previous meeting.</i>	Derrick J. Alatorre

**DISCUSSION ITEMS (Items 4 through 10):**

4.	<b>Inter-Agency Task Force Charter Revisions</b> <i>Staff will provide an update on the amendments to the Inter-Agency Task Force Charter which include adding members from Orange, Riverside, and San Bernardino Counties, including Coachella Valley.</i>	Julie Franco Senior Public Information Specialist Legislative, Public Affairs & Media South Coast AQMD
5.	<b>Develop and Host an Air Quality 101 Community Webinar and Staff Workshop</b> <i>Staff will discuss the Air Quality 101 Community Webinar for public agency staff and an environmental agency Staff Workshop.</i>	Alicia Lizarraga Senior Public Information Specialist Legislative, Public Affairs & Media South Coast AQMD
6.	<b>Update on Distribution of the Who to Call Guide</b> <i>An update will be provided regarding the outreach and distribution of the Who to Call Guide.</i>	Robina Suwol Executive Director California Safe Schools
7.	<b>Overview on South Coast AQMD's Clean Air Program for Elementary Students (CAPES)</b> <i>Staff will provide a brief overview of South Coast AQMD's Clean Air Program for Elementary Students (CAPES).</i>	Alicia Lizarraga
8.	<b>Member Updates</b>	Derrick J. Alatorre
9.	<b>Wrap-Up and Next Steps</b>	Derrick J. Alatorre

**Next Meeting Date – Wednesday, August 11, 2021**

**ADJOURNMENT****Americans with Disabilities Act and Language Accessibility**

*Disability and language-related accommodations can be requested to allow participation in the Inter-Agency Task Force 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 Alicia Lizarraga at (909) 396-2311 from 7:00 a.m. to 5:30 p.m., Tuesday through Friday, or send the request to [EJCP@aqmd.gov](mailto:EJCP@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 comments.

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 be able to unmute your lines manually.

**Directions for Video ZOOM on a DESKTOP/LAPTOP:**

- If you would like to make a comment, please click on the "Participants" button on the bottom of the screen.
- A list of participants will appear on the right side of the screen. At the bottom of the list, please click on the grey "Raise Hand" button.

- This will signal to the host that you would like to provide a comment.

**Directions for Video Zoom on a SMARTPHONE:**

- If you would like to make a comment, please click on the “Participants” button on the bottom of your screen.
- A new screen will pop up with the list of participants. Look for the “Raise Hand” button on the screen and click the button.
- This will signal to the host that you would like to provide a comment.

**Directions for TELEPHONE line only:**

- If you would like to make public comment, please press \*9 on your keypad.

**Once you raise your hand to provide comments, the host will call your name.**



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**LOS ANGELES COUNTY  
ENVIRONMENTAL JUSTICE INTER-AGENCY TASK FORCE  
WEDNESDAY, FEBRUARY 10, 2021  
VIRTUAL MEETING MINUTES**

**MEMBERS PRESENT:**

Joe Baiocco, Los Angeles County Department of Public Works  
Mandi Bane, Los Angeles County Department of Public Health  
Bjorn Dodd, Los Angeles County District Attorney's Office  
Felipe Escobar, Pacoima Beautiful  
Florence Gharibian, Del Amo Action Committee  
Lisa Hart, Neighborhood Council Sustainability Alliance  
Melissa Plamondon, City of Los Angeles Sanitation and Environment  
Michael Ramos, South Coast AQMD  
Evelina Reyes, Department of Toxic Substances Control  
Robina Suwol, California Safe Schools  
David Thompson, City of Los Angeles – LA Dept. of Building & Safety, Local Enforcement  
Timothy Watkins, Watts Labor Community Action Committee  
Amy Wong, ACTIVE SGV  
Victor Yip, South Coast AQMD

**MEMBERS ABSENT:**

Katie Butler, Los Angeles County Department of Public Health  
Susan Lagudis, Los Angeles Regional Water Quality Control Board  
David Serby, 211 LA

**OTHERS PRESENT:**

Rick Garcia, Lee Andrews Group  
Joey Legaspi, Lee Andrews Group  
Connie Mejia, Lee Andrews Group  
Ivanna Tejada, Lee Andrews Group  
Moses Huerta,  
Jaime Huynh, CalRecycle  
Jeffery Esquivel, CalRecycle  
Jennifer Kong, City of Los Angeles  
Theodore Higgins, City of Los Angeles Sanitation and Environment  
Rafael Yanez, City of Los Angeles Sanitation and Environment

**SOUTH COAST AQMD STAFF:**

Derrick Alatorre, Deputy Executive Officer/Public Advisor  
Victor Yip, Assistant Deputy Executive Officer  
Daphne Hsu, Senior Deputy District Counsel  
Brian Tomasovic, Senior Deputy District Counsel  
Kevin Orellana, Senior Enforcement Manager  
Philip Crabbe III, Public Affairs Manager  
Julie Franco, Senior Public Information Specialist  
Alicia Lizarraga, Senior Public Information Specialist  
Arlene Farol Saria, Senior Public Information Specialist  
Jeanette N. Short, Senior Public Information Specialist  
Ryan Stromar, Senior Public Information Specialist  
Anthony Tang, Information Technology Supervisor  
Paul Wright, Senior Information Technology Specialist  
Rainbow Yeung, Senior Public Information Specialist  
Lindsay McElwain, Senior Administrative Secretary  
Aisha Reyes, Senior Administrative Secretary  
Danietra Brown, Career Development Intern

**Agenda Item #1: Call to Order/Opening Remarks**

Ms. Jeanette Short called the meeting to order at 12:02 PM. Opening remarks were made by Ms. Short and she welcomed the Task Force members.

**Agenda Item #2: Summary of November 4, 2020 Inter-Agency Task Force Meeting**

Ms. Alicia Lizarraga provided a summary of the November 4, 2020 Inter-Agency Task meeting. The following were summarized: Inter-Agency Staff Training, the “Who to Call Guide”, Internal – Use Only Directory; Partnership with LA County Public Works (Online Service Locator), the Agency and Resources list, and the 2021 Task Force Goals.

**Agenda Item #3: Review of Follow-Up/Action Items**

Ms. Lizarraga reviewed one action item from the November 4, 2020 meeting, which was to provide Task Force members with the survey results from the Inter-Agency Staff Training. The survey results were emailed to the Task Force members on November 11, 2020.

**Agenda Item #4: 2020 Accomplishments**

Ms. Lizarraga reviewed the mission of the Inter-Agency Task Force for new members. She then provided an overview of the accomplishments of the Task Force for 2020 that included the ongoing impacts from Covid-19, 2020 Inter-Agency Staff Training, “Who to Call Guide”, Internal-Use Only Directory; Partnership with Los Angeles County Public Works (Online Service Locator), Agency Resources/Programs list, and the 2021 Task Force Goals.

**Agenda Item #5: Overview and Next Steps on Inter-Agency Staff Training**

**Goal 1: Implement an environmental agency staff training**

Ms. Lizarraga reminded the Task Force of the 2020 Inter-Agency Staff Training. She informed the Task Force that South Coast AQMD is considering hosting another staff training in August 2021.

Ms. Lizarraga solicited input for the training and discussed the importance of engaging community-based organizations for future staff trainings.

Ms. Mandi Bane asked if the Task Force followed up with the attendees that participated in the first training to assess the quality and retention of information from the previous training. Ms. Lizarraga responded that we had not but agreed that it was a good suggestion.

Mr. Rafael Yanez requested a copy of the 2021 goals for the Task Force. Ms. Short offered to share the goals.

**ACTION ITEM:** Email Mr. Yanez the Inter-Agency Task Force Goals for 2021.

**Agenda Item #6: Review Updated “Who to Call Guide”**

**Goal 2: Expand and distribute an inter-agency referral directory**

Ms. Robina Suwol shared that the “Who to Call Guide” was successfully on the South Coast AQMD website and translated into Spanish.

Ms. Suwol reviewed the next steps with the Task Force members emphasizing building awareness of the guide across local and state agencies. She shared that the team was working on securing contacts across all 88 cities in Los Angeles County to promote the guide.

Ms. Suwol asked Task Force members if there were any additional community-based organizations, city, or neighborhood councils that the Task Force recommends to effectively distribute the guide.

Ms. Lizarraga suggested sharing the guide with Ben Russak from Liberty Hill Foundation.

Ms. Lizarraga demonstrated the official digital flipbook for the Who to Call Guide from South Coast AQMD’s website.

Ms. Florence Gharibian suggested contacting and coordinating with local librarians as liaisons, with respect to AB 617 communities to physically distribute the guide in person to the community post Covid-19.

In the chat feature during the Zoom meeting, Ms. Mandi Bane stated that we may be able to inquire with the Los Angeles County Department of Public Health to have the guide posted on their website.

Mr. Felipe Escobar suggested promoting the guide through mass text messaging to community members. He added a link showing over 50 community-based organizations to consider for distribution.

Ms. Amy Wong inquired in the chat if the guide could be translated in other languages.

Ms. Lizarraga asked Task Force members to copy South Coast AQMD as they share the guide with their networks to track the distribution of the guide.

**ACTION ITEMS:** South Coast AQMD staff to send the Who to Call Guide to Task Force members and Mr. Russak at Liberty Hill Foundation.

**Agenda Item #7: Update and Review of Agency – Use Only Directory**

**Goal 3: Update and Review of Agency – Use Only Directory**

Ms. Short discussed the goal of the Agency - Use Only Directory. Ms. Short shared there would be challenges in regularly updating the directory due to staff turnover.

Ms. Short notified the Task Force that there are existing resources, such as Capitol Enquiry, which already contains contact information for local, state, and federal agencies. She then invited Task Force members for their input on other suggestions on existing resources or directories.

Mr. Moses Huerta shared a link to the California Contract Cities Association website.

**Agenda #8: Update on Partnership with LA County Public Works**

Ms. Short provided an update on the partnership with LA County Public Works to the Task Force members and reminded them that South Coast AQMD had been added to their Online Service Locator.

Ms. Short reminded Task Force members that they could still provide recommendations to consider adding to the Online Service Locator.

**Agenda #9: Develop and Host an Air Quality 101 Webinar for Public Agency Staff**

**Goal 6: Develop and Host an Air Quality 101 Webinar for Public Agency Staff**

Ms. Short reviewed the purpose of the Air Quality 101 webinar, noting its distinction from the Inter-Agency Staff Training. South Coast AQMD is considering hosting an Air Quality 101 webinar on Wednesday, June 16, 2021 for approximately 90 minutes.

Ms. Short shared the draft agenda and asked for feedback on the potential topics.

Ms. Gharibian suggested that Air Quality 101 should be extended to community groups and community members to help them understand South Coast AQMD's role.

Mr. Derrick Alatorre responded to Ms. Gharibian that South Coast AQMD would look at extending this webinar to community groups and community members, but also mentioned it would depend upon resources available.

Mr. Huerta recommended sharing success stories with the community to illustrate the ways in which South Coast AQMD and other public agencies are addressing their concerns.

Ms. Melissa Plamondon suggested sharing reports that identify and inform key environmental issues with community members and public agencies.

Ms. Gharibian suggested recruiting support from institutions such as local colleges and universities.

### **Agenda #10: Member Updates**

Ms. Hart updated the Task Force that the Neighborhood Council Sustainability Alliance is hosting an event on February 21, 2021 regarding the Department of Water & Power's goal to transition into 100% renewable energy.

Ms. Suwol shared that the California Safe Schools would be hosting a virtual event on March 30, 2021, celebrating the 23<sup>rd</sup> anniversary of the organization.

Ms. Lizarraga informed the Task Force about the AB 617 Air Quality Virtual Conference "What's Up With the Air Quality in South LA" on February 21, 2021. This event is focused on educating the community on the air quality in South Central Los Angeles.

**ACTION ITEM:** South Coast AQMD to email the Task Force information on the AB 617 Air Quality Virtual Conference event.

Ms. Plamondon shared that their Industrial Waste Management Division hosted a Business Relief webinar on January 28, 2021, which provided resources to local businesses due to the impact of COVID-19. Ms. Plamondon shared that Los Angeles Sanitation & Environment will continue to compile resources such as grants and loans to share with the community. Ms. Plamondon added that as part of her organization's inspection permit program, training is provided on best management practices.

### **Agenda #11: Wrap-Up and Next Steps**

Ms. Lizarraga discussed the possibility of expanding the Task Force within South Coast AQMD's jurisdiction to reach a wider audience and sought feedback from Task Force members.

Ms. Lizarraga provided a brief recap of the meeting and indicated that South Coast AQMD would be sending a follow-up email to the Task Force with links from today's meeting.

She also informed the Task Force of the next meeting on May 12, 2021.

### **Adjournment**

The meeting was adjourned at 1:19 PM.





## South Coast AQMD's Environmental Justice Community Partnership

### INTER-AGENCY TASK FORCE CHARTER

March 2021

#### **Synopsis of History**

The Environmental Justice Community Partnership (EJCP) was launched in 2015 as an agency initiative to strengthen South Coast AQMD's relationships and alliances with community stakeholders, organizations, public agencies, as well as to work towards achieving clean air and healthy sustainable communities for everyone. South Coast AQMD hosts a series of meetings, workshops, and events to facilitate open dialogue and information sharing on air quality issues between South Coast AQMD and community members, government officials, businesses, and academia. In 2017, in partnership with the California Environmental Protection Agency (CalEPA), South Coast AQMD hosted an inter-agency summit where government agencies within Los Angeles County met to discuss how agencies manage environmental complaints and how they could collaborate to better address them. To build upon the 2017 summit, agencies were invited to the second inter-agency summit in 2018, at which attendees identified the need for the formation of the Environmental Justice Community Partnership Inter-Agency Task Force ("Task Force").

#### **Mission**

The mission of the Task Force is to identify and implement mechanisms that government agencies can put in place to better coordinate with each other on environmental complaints and environmental justice issues.

#### **Goals**

1. Determine how government agencies can create efficiencies to collaborate on processing environmental complaints.
2. Determine how agencies can improve communication amongst themselves and with the community.
3. Improve existing systems in which the public can report various environmental complaints and move towards more user-friendly and easily accessible methods.

#### **Objectives**

The goals of the Task Force are to:

1. Identify innovative solutions to improve the environmental complaint processes.
2. Discuss the ideas and plans of action that support the Task Force's mission and goals.
3. Develop and implement communication strategies to educate and engage the public to address environmental complaints.
4. Provide updates pertaining to local environmental justice issues and efforts.

#### **Membership**

The Task Force membership shall consist of representatives from government agencies and

community-based organizations whose work focuses on environmental issues. Representatives of the Task Force shall live or work in Los Angeles, Orange, Riverside and San Bernardino Counties, including the Coachella Valley.

The Task Force shall consist of no more than 24 members, with at least two members from each county, and represent the most highly impacted communities. South Coast AQMD's Deputy Executive Officer of Legislative, Public Affairs and Media shall consider recommendations for membership and appoint members.

Members may be removed from the Task Force if two meetings are missed without notice. Members may send representatives from their respective agencies and organizations as attendees if they are unable to attend a meeting.

### **Operational Guidelines**

The Task Force shall meet to collaborate and engage in productive discussions four times per year. Agendas for the meetings will be prepared and distributed to members at least 72 hours prior to the meeting. Members may submit questions, comments and recommendations to South Coast AQMD staff to be considered for upcoming meetings.

Meetings may be held virtually, via teleconference, or in person at South Coast AQMD headquarters, or at an off-site location.

### **Compensation**

The Task Force members will not receive compensation for participation.