

BOARD MEETING DATE: May 6, 2022

AGENDA NO. 2

PROPOSAL: Amend Section 30.4 of South Coast AQMD's Administrative Code

SYNOPSIS: This action is to amend Section 30.4 of South Coast AQMD's Administrative Code to limit the terms of the Chair to two consecutive two-year terms.

COMMITTEE: Administrative, April 8, 2022; Recommended for Approval

**RECOMMENDED ACTION:**

Adopt amendments to Administrative Code Section 30.4 as set forth in Exhibit B.

Wayne Nastri  
Executive Officer

BTG:lal

---

**Background**

South Coast AQMD's Administrative Code describes the responsibilities, conduct, and specified reimbursements of South Coast AQMD Board Members, Board Assistants and Consultants and employees.

**Proposal**

This action is to approve amendments to the provision of South Coast AQMD's Administrative Code that address the authorities and duties of the Chair and Vice Chair and proposes to limit the term of the Chair to two consecutive two-year terms. The current version of the Administrative Code is attached as Exhibit A. A draft version of the policy with the proposed changes to the Administrative Code is attached as Exhibit B.

**Resource Impact**

No fiscal impact.

**Attachment**

Exhibit B, Draft Amended Administrative Code Section 30.4

**ATTACHMENT B**  
**PROPOSED AMENDED ADMINISTRATIVE CODE 30.4**

**Section 30 — SCAQMD's Governing Board Meeting Procedures**

**30.1 Index**

**30.2 General**

**30.3 Placement of Items on the Board Agenda**

**30.4 Authorities, ~~and Duties, and Term Limits~~ of the Chair**

**30.5 Receipt of Public Testimony**

**30.6 Changes to Text of Proposed Items**

**30.7 Motions**

**30.8 Voting**

**30.9 Reconsideration or Amendment of Completed Agenda Items**

**30.10 Continuance Upon Lack of Action**

**30.11 Prohibition of Megaphones, Large Signs, and Sticks**

**Section 30.4 — Authorities, ~~and Duties, and Term Limits~~ of the Chair**

Health and Safety Code Section 40425 states that, "the south coast district board shall elect a chairperson every two years from its members." The Chair shall preside over meetings of the Board and shall possess the authorities and perform the duties specified in this subdivision, subject to the right of appeal to the Board pursuant to subparagraph (e)(2)(D). In the absence of the Chair, the Vice Chair shall exercise the authorities and duties of the Chair. The Chair shall not preside for more than two consecutive two-year terms as Chair. A partial term shall not be counted as part of the term limit if it precedes the two consecutive two-year terms. Any revision to the number of two-year terms that the Chair can preside over shall require the affirmative votes of a majority of the members of the Board. The authorities and duties of the Chair are as follows:

- (1) call the meeting to order;
- (2) preserve order and decorum;
- (3) consistent with paragraph (d)(2), limit the amount of time that a person may address the Board during public testimony in order to accommodate those persons desiring to speak and to facilitate the business of the Board;
- (4) recognize members who are entitled to the floor;
- (5) state and put to vote all motions that are properly made, or, if a motion is not in order, to rule it out of order;
- (6) decide all questions of order;
- (7) schedule recesses and take other actions to endeavor to assure the presence of a quorum in the Board room at all times during a meeting;

- (8) declare the meeting adjourned when the Board so votes, or if less than a quorum is present, on the Chair's own initiative; and
- (9) designate an acting Chair to preside at the Board meeting in the absence of the Chair and Vice Chair.