

BOARD MEETING DATE: April 7, 2023

AGENDA NO. 18

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee held a hybrid meeting on Friday, March 10, 2023. The following is a summary of the meeting.

RECOMMENDED ACTION:
Receive and file.

Vanessa Delgado, Chair
Administrative Committee

SN:cb

Committee Members

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

Call to Order

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

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

Action Item No. 11 was called out of order and heard as the first item.

DISCUSSION ITEMS:

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

3. **Report of Approved Out-of-Country Travel:** There was no out-of-country travel to report.
4. **Review April 7, 2023 Governing Board Agenda:** There were no comments to report.
5. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):** There was one new Board Member Consultant proposal for Michael Miller for Supervisor Hagman. There were 18 Board Member Consultant modification proposals for the following Board Members: Vice Chair Cacciotti, Board Member Kracov, Mayor McCallon, Supervisor Mitchell, Board Member Padilla-Campos, Supervisor Perez, Councilmember Raman, and Councilmember Rodriguez.

Harvey Eder, Public Solar Power Coalition, provided public comment regarding solar power. For additional information please refer to the [Webcast at 1:12:53](#).

Moved by Perez; seconded by Cacciotti, unanimously approved.

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

6. **Update on South Coast AQMD Inclusion, Diversity and Equity Efforts:** Cessa Heard-Johnson, Diversity, Equity & Inclusion Officer, provided an update on agency efforts, seasonal events, cultural displays, upcoming working groups and statewide issues, and mentioned Hattie Carthan for Fabulous Female Friday. Dr. Heard-Johnson pointed out the transition of the AB 617 programs Community Air Programs with the DEI office. For additional information on this update please refer to the [Webcast at 1:16:02](#).

Board Member Kracov expressed he is excited to hear about the integration of DEI with the AB 617 team. He inquired and Dr. Heard-Johnson confirmed that a more detailed presentation will be provided at the Governing Board Retreat. For additional information on this update please refer to the [Webcast at 1:20:05](#).

7. **Status Report on Major Ongoing and Upcoming Projects for Information Management:** Ron Moskowitz, Chief Information Officer, reported that a number of systems were deployed and everything is on schedule. For additional information on this update please refer to the [Webcast at 1:21:50](#).

ACTION ITEMS:

8. **Amend Contract to Provide Systems Development, Maintenance and Support Services:** Mr. Moskowitz reported that this item is to amend the contract for systems, development, maintenance and support services.

Moved by Kracov; seconded by Perez, unanimously approved.

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

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:** Dr. Jason Low, Deputy Executive Officer/Monitoring & Analysis, reported that this item is related to the refinery and community air monitoring program under Rule 1180, which includes several administrative actions to adjust for operational needs of the program.

Moved by Kracov; seconded by Cacciotti, unanimously approved.

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

10. **Remove Various Fixed Assets from South Coast AQMD Inventory:** Sujata Jain, Chief Financial Officer/Finance, reported that this is a routine item to remove fixed assets that become obsolete and inoperable. These assets include equipment, a vehicle involved in an accident and vehicles that are going to be disposed of by Enterprise Management. The total of all these assets was \$2,867,434. For additional information on this update please refer to the [Webcast at 1:23:33](#).

Moved by Kracov; seconded by Cacciotti, unanimously approved.

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

11. **Execute Contract for Independent Audit Services for FYs Ending June 30, 2023, 2024, and 2025:** Ms. Jain reported that this item is to execute a contract with independent auditors for our financial audit for three fiscal years, 2023-2025. An RFP was issued in November that was approved by the Board and 6 firms submitted proposals. A panel reviewed the proposals and the top four firms qualified for an interview.

The Committee interviewed the candidate audit firms in the following order:
1. The Pun Group, LLP; 2. Lance, Soll & Lunghard, LLP; 3. Badawi & Associates;
and 4. Simpson and Simpson, LLP. For additional information on the interviews
please refer to the [Webcast at 4:53](#).

The Committee considered their respective professional backgrounds and
experience.

After interviewing the firms and discussion among Committee members, Board
Member Kracov moved to appoint The Pun Group, LLP; seconded by Cacciotti,
unanimously approved. Supervisor Perez added an amendment that the firm make
an effort to provide a community benefit that would improve the air quality in the
Basin.

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

WRITTEN REPORT:

12. **Local Government & Small Business Assistance Advisory Group Minutes
for the January 13, 2023 Meeting:** The report was acknowledged and received.

OTHER MATTERS:

13. **Other Business:** There was no other business to report.
14. **Public Comment:** Mr. Eder provided public comment regarding solar power.
For additional information on this update please refer to the [Webcast at 1:25:33](#).
15. **Next Meeting Date:** The next regular Administrative Committee meeting is
scheduled for Friday, April 14, 2023 at 10:00 a.m.

Adjournment

The meeting was adjourned at 11:27 a.m.



South Coast Air Quality Management District

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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 Hajbabaee, 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. Hajbabaee 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.