



South Coast Air Quality Management District

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

HYBRID ADMINISTRATIVE COMMITTEE MEETING

Committee Members

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

August 9, 2024 ♦ 10:00 a.m.

TELECONFERENCE LOCATIONS

Office of Senator Vanessa Delgado
944 South Greenwood Ave.
Montebello, CA 90640

Office of Supervisor V. Manuel Perez
41002 County Center Drive Suite 230
Temecula, CA 92591

A meeting of the South Coast Air Quality Management District Administrative Committee will be held at 10:00 a.m., on Friday, August 9, 2024 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 remote attendance via videoconferencing and by telephone. Please follow the instructions below to join the meeting remotely.

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>

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 9:

1. Board Members' Concerns (***No Motion Required***) Chair Vanessa Delgado
Any member of the Governing Board, on their own initiative may raise a concern to the Administrative Committee regarding any South Coast AQMD items or activities.
2. Chair's Report of Approved Travel (***No Motion Required***) Chair Delgado pgs. 6-7
3. Report of Approved Out-of-Country Travel (***No Motion Required***) Wayne Nastri pgs. 6-7
Executive Officer
4. Review September 6, 2024 Governing Board Agenda Wayne Nastri pgs. 8-19
5. Approval of Compensation for Board Member Assistant(s)/ Consultant(s) (Any material, if submitted, will be distributed at the meeting.) (***Motion Requested if Proposal Made***) Chair Delgado pgs. 20-28
6. Update on South Coast AQMD Inclusion, Diversity and Equity Efforts (***No Motion Required***) Cessa Heard-Johnson, PhD
Diversity, Equity and
Inclusion Officer pgs. 29-37
Staff will provide an update on current and future efforts for our internal processes and programs.
7. South Coast AQMD's FY 2023-24 Fourth Quarter Ended June 30, 2024 Budget vs. Actual (Unaudited) (***No Motion Required***) Sujata Jain, pgs. 38-45
Chief Financial Officer
Staff will provide a comparison of budget vs. actual results for the fourth quarter which ended June 30, 2024.
8. Report of RFQs/RFPs Scheduled for Release in September (***No Motion Required***) Sujata Jain pgs. 46-48
This report summarizes the RFQs/RFPs for budgeted services over \$100,000 scheduled to be released for advertisement for the month of September.
9. Status Report on Major Ongoing and Upcoming Projects for Information Management (***No Motion Required***) Ron Moskowitz pgs. 49-55
Chief Information Officer,
Information Management
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.

ACTION ITEMS – Items 10 through 12:

10. Authorize Purchase of Microsoft Office 365 (***Motion Requested***)
South Coast AQMD uses Microsoft Office 365 for word processing, spreadsheets, email, and collaboration. The current Office 365 licensing expires on January 31, 2025. This action is to authorize the purchase of Microsoft Office 365 licenses for a period of three years. Funds for the first year’s purchase are included in Information Management’s FY 2024-25 Budget and will
- Ron Moskowitz pgs. 56-57
11. Seek Direction from Administrative Committee on Local Government and Small Business Assistance Advisory Group Members’ Suggestion Regarding AB 617 Community Steering Committees (***Motion Requested***)
Members of the Local Government and Small Business Assistance Advisory Group are forwarding a letter to the Administrative Committee for consideration. The letter asks that the Board request that CARB consider including industry trade groups and associations on AB 617 Community Steering Committees.
- Derrick J. Alatorre pgs. 58-60
Deputy Executive Officer,
Legislative, Public Affairs &
Media
12. Transfer and Appropriate Funds and Authorize a Sole Source Purchase to Replace the Uninterruptable Power Supply System at Diamond Bar Headquarters (***Motion Requested***)
South Coast AQMD’s headquarters building requires a replacement to its uninterruptable power supply (UPS) system and equipment. The UPS system maintains and protects South Coast AQMD’s critical information technology data center infrastructure. This action is to transfer and appropriate \$224,000 from the Infrastructure Improvement Fund (Fund 02) to Administrative and Human Resources’ FY 2024-25 Budget, Capital Outlays Major Object, and issue a sole source purchase order to Mitsubishi Electric Power Products, Inc. to replace the UPS system.
- John Olvera pgs. 61-63
Deputy Executive Officer,
Administrative & Human
Resources

WRITTEN REPORT:

13. Local Government & Small Business Assistance Advisory Group Minutes for the February 9, 2024 Meeting (***No Motion Required***)
Attached for information only are the Local Government & Small Business Assistance Advisory Group minutes for the February 9, 2024 meeting.
- Derrick J. Alatorre pgs. 64-69

OTHER MATTERS:

14. Other Business
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)
- Chair Delgado

15. 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.

16. **Next Meeting Date:** Friday, September 13, 2024 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. 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: August 2, 2024

TO: Administrative Committee

FROM: Wayne Natri, Executive Officer

SUBJECT: Report of Travel

The following is a report of Chair-approved travel:

DATE	TRAVELER	DESTINATION	PURPOSE
July 24-25, 2024	Board Member Gideon Kracov	Sacramento, CA	Board Member Kracov will attend a CARB meeting as the South Coast AQMD Board representative.
August 21-23, 2024	Board Member Gideon Kracov	Fresno, CA	Board Member Kracov will attend a CARB meeting as the South Coast AQMD Board representative.
September 20 to 27, 2024	Supervisor V. Manuel Perez Mayor Larry McCallon	Shenzhen and Hong Kong	Supervisor Perez and Mayor McCallon will travel to Shenzhen and Hong Kong, China as the South Coast AQMD Board representatives. Multiple parties from Shenzhen (Shenzhen Representative Office in North America, Shenzhen Yantian Port Group, and Yantian International Container Terminals) and Southern California (South Coast AQMD and Port of Long Beach) have been discussing a potential multi-party memorandum of cooperation (MOC) on developing a green maritime economy around the Pacific Rim focusing on ports and ocean-going

			<p>vessels related initiatives. The purpose of this trip is to sign an MOC with parties from Shenzhen and Port of Long Beach.</p> <p>Mayor McCallon will attend meetings with staff and representatives of the Hong Kong Environmental Protection Bureau to discuss future collaboration efforts and strategies to reduce emissions from ports.</p>
--	--	--	---

The following is a report of upcoming staff out-country travel that must be approved by the Chair and the Administrative Committee:

DATE	TRAVELER	DESTINATION	PURPOSE
September 20 to 27, 2024	<ul style="list-style-type: none"> • Executive Officer Wayne Nastri • Dr. Aaron Katzenstein, Deputy Executive Officer, Technology Advancement Office • Dr. Sarah Rees, Deputy Executive Officer, Planning, Rule Development and Implementation • Dr. Elaine Shen, Planning and Rules Manager, Planning, Rule Development and Implementation • Mei Wang, Assistant Deputy Executive Officer, Technology Advancement Office 	Shenzhen and Hong Kong	<p>Same as above.</p> <p>In addition, staff members are needed to discuss technical elements of the MOC and are planning additional meetings with representatives of the Hong Kong University of Science and Technology, including retired officials of the Hong Kong Environmental Protection Department, to discuss future collaboration efforts and strategies to reduce emissions from ports.</p>

8/2/24 –6:00 p.m.

DRAFT A G E N D A**HYBRID GOVERNING BOARD MEETING
SEPTEMBER 6, 2024**

A meeting of the South Coast Air Quality Management District Board will be held at 9:00 a.m. on Friday, September 6, 2024 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.

Please refer to South Coast AQMD's website for information regarding the format of the meeting, updates, and details on how to participate at: <http://www.aqmd.gov/home/news-events/meeting-agendas-minutes>.

<p>Electronic Participation Information (Instructions provided at the bottom of the agenda)</p>	<p>Join Zoom Meeting - from PC, Laptop or Phone https://scaqmd.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>
<p>Public Comment Will Still Be Taken</p>	<p>Audience will be allowed to provide public comment in person and through Zoom connection or telephone. Comments are limited to three (3) minutes per person for all items on the Consent and Board Calendars and may be further limited by the Chair to ensure all can be heard.</p> <p>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>
<p>Questions About an Agenda Item</p>	<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

- 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, any item may be considered in any order.
- 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

Disability and language-related accommodations can be requested to allow participation in the Governing Board meeting. The agenda will be made available, upon request, in appropriate alternative formats to assist persons with a disability (Gov. 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 the Clerk of the Boards Office at (909) 396-2500 from 7:00 a.m. to 5:30 p.m., Tuesday through Friday, or send the request to cob@aqmd.gov.

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

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.

Item X through X – Action Items/No Fiscal Impact

12262. Approve Minutes of August 2, 2024 **Thomas/3268**
12490. Set Public Hearing October 4, 2024 to Consider **Nastri/3131**
Adoption of and/or Amendments to South Coast
AQMD Rules and Regulations:
12060. Certify Final Subsequent Environmental Assessment **Krause/2706**
for Proposed Amended Rule 1135 - Emissions of
Oxides of Nitrogen From Electricity Generating
Facilities; and Amend Rule 1135

Proposed Amended Rule 1135 (PAR 1135) establishes NOx
emission limits for electric generating units located on Santa
Catalina Island. PAR 1135 includes monitoring, reporting,
and recordkeeping requirements for electric generating units
located on Santa Catalina Island. 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, March 17 2023 and
August 16, 2024)
12489. Certify Final Environmental Assessment for Proposed **Krause/2706**
Amended Rule 1173 – Control of Volatile Organic
Compound Leaks and Releases from Components at
Petroleum Facilities and Chemical Plants; and Amend
Rule 1173

Proposed Amended Rule 1173 will establish enhanced leak
detection and repair requirements using optical gas imaging
technology and more stringent control requirements
including lower leak standards during self inspection of most

types of components. The proposed amended rule will also include updated violation standards, streamlined repair schedules, and contingency measures to fulfill federal requirements. This action is to adopt the Resolution: 1) Certifying the Final Environmental Assessment for Proposed Amended Rule 1173 – – Control of Volatile Organic Compound Leaks and Releases from Components at Petroleum Facilities and Chemical Plants, and 2) Amending Rule 1173. (Reviewed: Stationary Source Committee, August 16, 2024)

12463. Determine That Coachella Valley Attainment Plan for 2008 8-Hour Ozone Standard is Exempt from CEQA and Adopt Coachella Valley Attainment Plan for 2008 8-Hour Ozone Standard

Rees/2856

The Coachella Valley is in “extreme” nonattainment for the 2008 8-hour ozone National Ambient Air Quality Standard (standard) with an attainment date of July 20, 2032. On April 7, 2023, the Coachella Valley was reclassified from “severe-15” to “extreme” nonattainment to resolve a transportation conformity freeze. An attainment demonstration and other SIP planning elements have been developed to comply with Clean Air Act and U.S. EPA’s SIP requirements for “extreme” nonattainment areas. Updated emissions inventory and modeling analysis indicate that ongoing implementation of currently adopted regulations and programs by both the South Coast Air Basin and the Coachella Valley will lead to attainment of this standard by the attainment due date. In addition, the control strategy outlined in the 2022 AQMP will further ensure Coachella Valley attains this standard on time, if not earlier. This action is to adopt the Resolution: 1) Determining that Coachella Valley Attainment Plan for the 2008 8-Hour Ozone Standard is exempt from the requirements of the California Environmental Quality Act; and 2) Approving Coachella Valley Attainment Plan for the 2008 8-Hour Ozone Standard, and directing staff to forward the Plan to CARB for approval and submission to U.S. EPA for inclusion in the SIP. (Reviewed: Mobile Source Committee, August 16, 2024)

12479. Execute Memorandum of Cooperation on Pacific Rim Green Maritime Economy, with North American Representative Office of Shenzhen, Shenzhen Yantian Port Group Corporation, Yantian International Container Terminals, Harbor Department of City of Long Beach, and Harbor Department of City of Los Angeles

Rees/2856

South Coast AQMD, the North American Representative Office of Shenzhen, the Shenzhen Yantian Port Group Corporation, the Yantian International Container Terminals, the Harbor Department of the City of Long Beach, and the Harbor Department of the City of Los Angeles have jointly developed a proposed memorandum

of cooperation to establish transpacific partnerships in promoting the green development of ports and the maritime economy that prioritizes sustainability and public health around the Pacific Rim. Areas of cooperation may include clean energy, zero- and low-carbon environmental initiatives, green infrastructure development, and emission reductions from ocean-going vessels. Potential signing of the proposed memorandum of cooperation will take place in Shenzhen, China, in September 2024. (Reviewed: Mobile Source Committee, August 16, 2024)

12487. Seek Direction from Administrative Committee on Local Government and Small Business Assistance Advisory Group Members' Suggestion

Gilchrist/3459

Members of the Local Government and Small Business Assistance Advisory Group Members are forwarding a letter to the Administrative Committee for consideration. The letter asks that the Board request that CARB consider including industry trade groups and associations on AB 617 Community Steering Committees. (Reviewed: Administrative Committee, August 9, 2024)

Items X through XX – Budget/Fiscal Impact

12476. Allocate Funds, Issue RFP, Execute and Amend Contracts for Residential and Commercial Electric Lawn and Garden Equipment Program Support

Katzenstein/2219

The Residential Electric Lawn Mower Rebate Program provides rebates to offset purchase cost of new electric lawn mowers. In the recent years, more zero-emission gardening equipment is commercially available and expanding the program to include battery electric leaf blowers, trimmers and chainsaws will improve emission reductions from the residential lawn and garden sector along with improving the program. In addition, holding a limited number of in-person exchange events will provide residents with a one-stop place to scrap and acquire their new battery electric lawn and garden equipment at a reduced price. These actions are to: 1) allocate up to \$500,000 from the Rule 2202 Air Quality Investment Fund (27) for the expanded Residential Lawn and Garden Equipment Rebate Program; 2) issue RFP to solicit contractor support for the in-person residential lawn and garden equipment exchange events; 3) authorize the Executive Officer to execute a contract with a qualified firm for the in-person exchange events in an amount not to exceed \$100,000 from Rule 2202 Air Quality Investment Fund (27); and 4) amend a contract with American Green Zone Alliance for continued support for the Commercial Electric Lawn and Garden Equipment Incentive and Exchange Program in an amount not to exceed \$50,000 from the administrative portion of the Carl Moyer Program Fund (32). (Reviewed: Technology Committee, August 16, 2024; Recommended for Approval)

12475. Issue Program Announcement and Execute Contracts for AB 617 Public School Air Filtration Program

Katzenstein/2219

Through the development of the Assembly Bill (AB) 617 Community Emissions Reduction Plans and budgeting processes, AB 617 Communities Steering Committees allocated \$14.55 million from Community Air Protection incentive funds for an AB 617 Public School Air Filtration Program. These actions are to: 1) issue Program Announcement #PA2025-01 for up to \$13.7 million from the Community Air Protection AB 134 Fund (77) to solicit applications from public schools within AB 617 Communities for the AB 617 Public School Air Filtration Program; 2) execute contracts with public schools or school districts or their preferred vendors for the installation and/or maintenance of air filtration systems at schools within AB 617 Communities prioritizing East Los Angeles/Boyle Heights/West Commerce, San Bernardino/Muscoy, Southeast Los Angeles and Wilmington/West Long Beach/ Carson; and 3) reimburse the General Fund for administrative costs of up to \$855,000 from the Community Air Protection AB 134 Fund (77). (Reviewed: Technology Committee, August 16, 2024; Recommended for Approval)

12493. Adopt Resolution to Recognize Funds and Accept Terms and Fulfill Conditions and Requirements of Sustainable Transportation Planning Grant Award from California Department of Transportation and Authorize Executive Officer to Enter into Agreement with California Air Pollution Control Officer's Association

Krause/2706

On July 9, 2024, California Department of Transportation (Caltrans) awarded \$450,000 from the Sustainable Transportation Planning Grant to incorporate new transportation measures, new datasets, and additional reporting features, and increase the functionality of California Air Pollution Control Officers Association's (CAPCOA) California Emissions Estimator Model and Quantifying GHG Mitigation Measures Handbook, two tools used by local governments and state agencies throughout California to prepare air quality analyses which model future transportation behavior and vehicle miles traveled in environmental documents for projects subject to the requirements of CEQA. Caltrans requires a Resolution of the Board in order to release the funds. These actions are to: 1) adopt the attached Resolution recognizing, upon receipt from Caltrans, up to \$450,000 from the Sustainable Transportation Planning Grant into the General Fund (01) and authorizing the Executive Officer to accept the terms and fulfill the conditions and requirements of the Sustainable Transportation Planning Grant; and 2) authorize the Executive Officer to enter into an agreement with CAPCOA, a sub-recipient of the funds to be awarded by Caltrans to South Coast AQMD, in an amount not to exceed \$450,000 to implement the terms of the Sustainable Transportation Planning Grant. (Reviewed: Mobile Source Committee, August 16, 2024; Recommended for Approval)

12462. Authorize Purchase of Microsoft Office 365 **Moskowitz/3329**

South Coast AQMD uses Microsoft Office 365 for word processing, spreadsheets, email and collaboration. The current Office 365 licensing expires on January 31, 2025. This action is to authorize the purchase of Microsoft Office 365 licenses for a period of three years. Funds for the first year's purchase are included in Information Management's FY 2024-25 Budget and will be included in subsequent fiscal year budget requests. (Reviewed: Administrative Committee, August 9, 2024; Recommended for Approval)

12491. Transfer and Appropriate Funds and Authorize Sole Source Purchase to Replace Uninterruptable Power Supply System at Diamond Bar Headquarters **Olvera/2309**

South Coast AQMD's headquarters building requires a replacement to its uninterruptable power supply (UPS) system and equipment. The UPS system maintains and protects South Coast AQMD's critical information technology data center infrastructure. This action is to transfer and appropriate \$224,000 from the Infrastructure Improvement Fund (Fund 02) to Administrative and Human Resources' FY 2024-25 Budget, Capital Outlays Major Object, and issue a sole source purchase order to Mitsubishi Electric Power Products, Inc. to replace the UPS system. (Reviewed: Administrative Committee, August 9, 2024; Recommended for Approval)

12232. Approve Contract Modification as Approved by MSRC **McCallon**

Items XX through XX – Information Only/Receive and File

12311. Legislative, Public Affairs and Media Report **Alatorre/3122**

This report highlights the July 2024 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)

12325. Hearing Board Report **Ali**

This reports the actions taken by the Hearing Board during the period of July 1 through July 31, 2024. (No Committee Review)

12243. Civil Filings and Civil Penalties Report **Gilchrist/3459**

This report summarizes monthly penalties and legal actions filed by the General Counsel's Office from June 1, 2024 through July 31, 2024. An Index of South Coast AQMD Rules is attached with the penalty report. (Reviewed: Stationary Source Committee, August 16, 2024)

12407. Intergovernmental Review of Environmental Documents and CEQA Lead Agency Projects **Krause /2706**
 This report provides a listing of environmental documents prepared by other public agencies seeking review by South Coast AQMD between July 1, 2024 and July 31, 2024, and proposed projects for which South Coast AQMD is acting as lead agency pursuant to CEQA. (Reviewed: Mobile Source Committee, August 16, 2024)
12337. Rule and Control Measure Forecast **Rees/2856**
 This report highlights South Coast AQMD rulemaking activities and public hearings scheduled for 2024. (No Committee Review)
12471. Status Report on Regulation XIII – New Source Review **Aspell/2491**
 This report presents the state and federal Final Determination of Equivalency for January 2022 through December 2022. The report provides information regarding the status of Regulation XIII – New Source Review in meeting state and federal NSR requirements and shows that South Coast AQMD’s NSR program is in final compliance with applicable state and federal requirements from January 2022 through December 2022. (Reviewed: Stationary Source Committee, August 16, 2024)
12458. Report of RFQs/RFPs Scheduled for Release in September **Jain/2804**
 This report summarizes the RFQs/RFPs for budgeted services over \$100,000 scheduled to be released for advertisement for the month of September. (Reviewed: Administrative Committee, August 9, 2024)
12472. FY 2023-24 Contract Activity **Jain/2804**
 This report lists the number of contracts let during FY 2023-24, the respective dollar amounts, award type, and the authorized contract signatory for South Coast AQMD. This report includes the data provided in the March 1, 2024 report covering contract activity for the first six months of FY 2023-24. (No Committee Review)
12469. 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, June 14, 2024)

Items XX through XX -- Reports for Committees and CARB

12289. Administrative Committee (Receive & File) Chair: Delgado **Nastri/3131**
12300. Legislative Committee (Receive & File) Chair: Cacciotti **Alatorre/3122**
12348. Mobile Source Committee (Receive & File) Chair: Kracov **Rees/2856**

- | | | | |
|--------|--|--------------------|-------------------------|
| 12252. | Stationary Source Committee (Receive & File) | Chair: McCallon | Aspell/2491 |
| 12480. | Technology Committee (Receive & File) | Chair: Rodriguez | Katzenstein/2219 |
| 12220. | Mobile Source Air Pollution Reduction Review Committee Report (Receive & File) | Board Rep.: Hagman | Katzenstein/2219 |
| 12272. | California Air Resources Board Monthly Report (Receive & File) | Board Rep.: Kracov | Thomas/3268 |

XX. Items Deferred from Consent and Board Calendar

STAFF PRESENTATION/BOARD DISCUSSION/RECEIVE AND FILE

- | | | | |
|--------|--|--|--------------------|
| 12470. | Permitting Enhancement Program Status Update (Presentation in Lieu of Board Letter) | | Aspell/2491 |
| | <p>Staff will present a status update on the Workplan to implement the Permitting Enhancement Program. In August 2023, as part of the Chair’s priorities, staff presented a comprehensive Workplan to overcome current and future permit processing challenges which included several short-term and long-term actions. Staff will present their progress on the actions and upcoming efforts. (No Committee Review)</p> | | |

PUBLIC HEARINGS

- | | | | |
|--------|---|--|--------------------|
| 12481. | Determine That Proposed Rule 1165 – Control of Emissions from Municipal Solid Waste Incinerators, Is Exempt from CEQA and Adopt Rule 1165 | | Krause/2706 |
| | <p>Proposed Rule 1165 (PR 1165) establishes NOx, PM, and CO emission limits from municipal solid waste incinerators. Additionally, PR 1165 will include provisions for housekeeping, monitoring, reporting, and recordkeeping. This action is to adopt the Resolution: 1) Determining that the Proposed Rule 1165 – Control of Emissions from Municipal Solid Waste Incinerators, is exempt from the requirements of the California Environmental Quality Act, and 2) Adopting Rule 1165 – Control of Emissions from Municipal Solid Waste Incinerators. (Reviewed: Stationary Source Committee, August 16, 2024)</p> | | |
| 12467. | 2023 Annual Report on AB 2588 Program and Updates to AB 2588 and Rule 1402 Supplemental Guidelines | | Rees/2856 |
| | <p>The Annual Report on AB 2588 Program is a requirement by Air Toxics “Hot Spots” Information and Assessment Act of 1987 (AB 2588). 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</p> | | |

AQMD activities related to air toxics. Proposed updates to the AB 2588 and Rule 1402 Supplemental Guidelines will also be presented. (Reviewed: Stationary Source Committee, June 21, 2024)

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	NAAQS = National Ambient Air Quality Standards
AQIP = Air Quality Investment Program	NATTS =National Air Toxics Trends Station
AQMP = Air Quality Management Plan	NESHAPS = National Emission Standards for Hazardous Air Pollutants
AVR = Average Vehicle Ridership	NGV = Natural Gas Vehicle
BACT = Best Available Control Technology	NOx = Oxides of Nitrogen
BARCT = Best Available Retrofit Control Technology	NSPS = New Source Performance Standards
Cal/EPA = California Environmental Protection Agency	NSR = New Source Review
CARB = California Air Resources Board	OEHHA = Office of Environmental Health Hazard Assessment
CEMS = Continuous Emissions Monitoring Systems	PAMS = Photochemical Assessment Monitoring Stations
CEC = California Energy Commission	PEV = Plug-In Electric Vehicle
CEQA = California Environmental Quality Act	PHEV = Plug-In Hybrid Electric Vehicle
CE-CERT =College of Engineering-Center for Environmental Research and Technology	PM10 = Particulate Matter ≤ 10 microns
CNG = Compressed Natural Gas	PM2.5 = Particulate Matter ≤ 2.5 microns
CO = Carbon Monoxide	RECLAIM=Regional Clean Air Incentives Market
DOE = Department of Energy	RFP = Request for Proposals
EV = Electric Vehicle	RFQ = Request for Quotations
EV/BEV = Electric Vehicle/Battery Electric Vehicle	RFQQ=Request for Qualifications and Quotations
FY = Fiscal Year	SCAG = Southern California Association of Governments
GHG = Greenhouse Gas	SIP = State Implementation Plan
HRA = Health Risk Assessment	SOx = Oxides of Sulfur
LEV = Low Emission Vehicle	SOON = Surplus Off-Road Opt-In for NOx
LNG = Liquefied Natural Gas	SULEV = Super Ultra Low Emission Vehicle
MATES = Multiple Air Toxics Exposure Study	TCM = Transportation Control Measure
MOU = Memorandum of Understanding	ULEV = Ultra Low Emission Vehicle
MSERCs = Mobile Source Emission Reduction Credits	U.S. EPA = United States Environmental Protection Agency
MSRC = Mobile Source (Air Pollution Reduction) Review Committee	VOC = Volatile Organic Compound
	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 928-3000-3925
- 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 928-3000-3925
- 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)

**Special Administrative Committee Meeting
August 9, 2024**

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on August 9, 2024 From: Board Member Jose Luis Solache

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 August 1, 2024 and ending June 30, 2025

Candidate Information

Name: Ramon Galindo

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 Assistant (independent contractor)** - the work to be performed primarily entail the duties indicated below for an Assistant.

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)

\$500 per month for August 1, 2024 through June 30, 2025, up to a maximum payable during the contract period not to exceed \$ 5,500.

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) Assistant (independent contractor)

By _____ for the Administrative Committee

cc: Human Resources

Rev. 8/2/24

Ramon Galindo

<p>Objective</p>	<p>Provide information to the Public and responses to technical questions</p>
<p>Skills & Abilities</p>	<p>Great customer service</p>
<p>Experience</p>	<p>Nov 1998 To April 2003 Office Assistant, City of Lynwood</p> <ul style="list-style-type: none"> ▪ Switchboard Operating system multiple phone extensions, resources, mail handling, translation. <p>April 2003 To Present Administrative Assistant, City of Lynwood</p> <p>Primary contact for citizen complaints on phone, in person and online, make determination on where to dispatch complaint, independent judgement on urgency matters</p> <p>City Manager's Office / City Council's Office - Back up support for the City Manager / City Council Office front desk, which includes answering the phones, sorting the mail, mass mailings, follow-up on scheduled meetings, tracking City-Wide requests for signatures, provide information to the public and researching responses to complex technical questions, follow-up on City Council requests.</p> <p>Lynwood Neighborhood Block Watch Advisor - Responsible for taking minutes and translating at the Block Watch meetings, schedule Executive Board meetings, Block Watch Meetings, Block meetings, coordinate the National Night Out, Annual Holiday Lynwood Neighborhood Block Watch Dinner and Fourth of July Street Closures for Block Watch Captains. I am also responsible in initiating new Block Watch Captains, ordering oversized trash bins for the block for each Block Watch Captain.</p>
<p>Education</p>	<p>Lynwood High School – Lynwood CA –High School Diploma June 1994</p>
<p>Communication</p>	<p>The service request division consist of problem-solving skills comprehensive understanding city policy and procedures and city operations as well as outside resources. I have to have an effective and patient relationship with the</p>

	residents, departments, and other outside agencies to achieve necessary results.
References	Jacqueline Vazquez Senior Administrative Assistant

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on August 9, 2024 From: Board Member Jose Luis Solache

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 August 1, 2024 and ending June 30, 2025

Candidate Information

Name: Marisela Santana

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)

\$1237.50 per month for August 1, 2024 through June 30, 2025, up to a maximum payable during the contract period not to exceed \$13,612.50.

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. 8/2/24

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on August 9, 2024 From: Board Member Jose Luis Solache

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 July 1, 2024 and ending June 30, 2025

Candidate Information

Name: Uduak-Joe Ntuk

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)

\$2,737.50 per month for July 1, 2024 through June 30, 2025, up to a maximum payable during the contract period not to exceed \$32,850.

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. 8/6/24

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on August 9, 2024 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 July 1, 2024 and ending June 30, 2025

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 July 1, 2024 through June 30, 2025 per month, up to a maximum payable during the contract period not to exceed \$ 14,881.92.

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. 8/6/24

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on August 9, 2025 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 July 1, 2024 and ending June 30, 2025

Candidate Information

Name: County of San Bernardino (Michael Miller)

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)

\$2,002.92 for July 1, 2024 through February 28, 2025 and \$2,060.17 for March 1, 2025 through June 30, 2025 up to a maximum payable during the contract period not to exceed \$24,264.

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. 8/6/24

Proposal for SCAQMD Board Member Assistant/Consultant

To: Administrative Cmte For meeting on August 9, 2024 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 July 1, 2024 and ending June 30, 2025

Candidate Information

Name: County of San Bernardino (Peter Rogers)

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)

\$941.67 for July 1, 2024 through February 28, 2025 and \$970.67 for March 1, 2025 through June 30, 2025, up to a maximum payable during the contract period not to exceed \$11,416.

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. 8/6/24

Administrative Committee

Friday, August 9, 2024

Dr. Anissa Cessa Heard-Johnson
Deputy Executive Officer
Diversity, Equity, and Inclusion with Community Air Programs



Rigoberta Menchú Tum

January 9, 1959- Present

Guatemalan Indigenous Rights Activist and Author

- **Nobel Peace Prize Laureate (1992):** Awarded the Nobel Peace Prize for her work in social justice and ethno-cultural reconciliation, advocating for the rights of Indigenous peoples and promoting peace in Guatemala
- **Indigenous Rights Activism:** Menchú has been a prominent activist in the international arena, focusing on the rights of Indigenous peoples. Her efforts have raised awareness about the struggles and injustices faced by Indigenous communities.
- **Global Influence:** Beyond Guatemala, Menchú has served on various international bodies, including UNESCO, and has continued to advocate for Indigenous and human rights, influencing policies and fostering discussions at a global level.

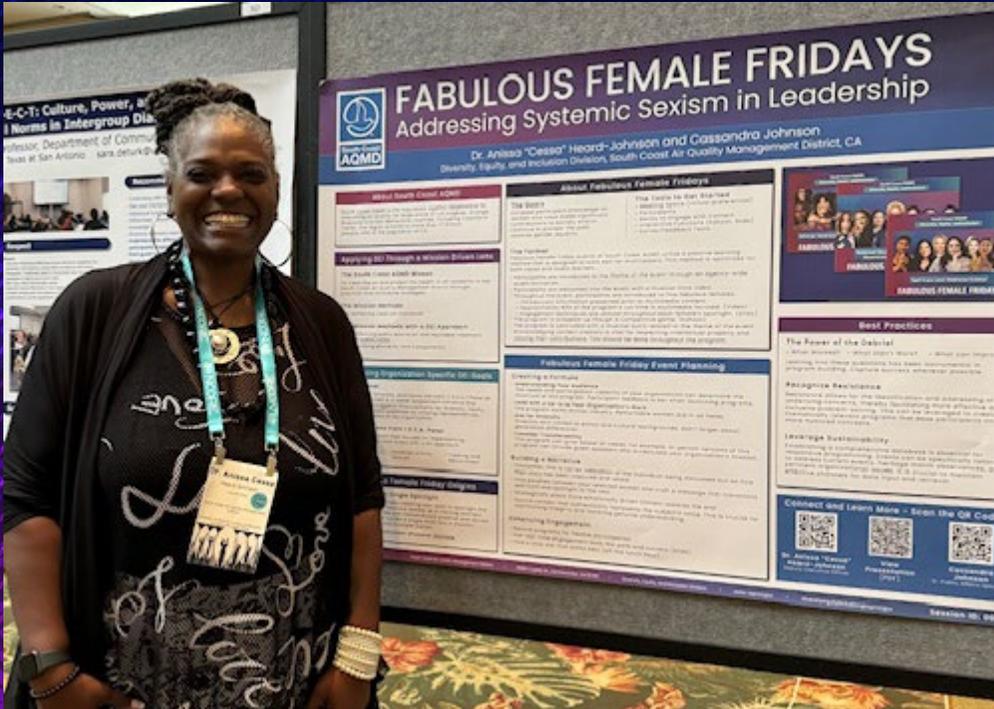


“This event was truly moving and an experience unlike what I was expecting. I was sure it was going to be lively and fun but this brought me to tears. I’m not one to dance either but the energy was just so inviting.”



“I want to thank [South Coast AQMD] for organizing an event like this. How much representation matters cannot be understated. It was deeply touching to see the response of my colleagues being able to see their history represented here.”

209 Attendees



Fabulous Female Fridays

Addressing Systemic Sexism in Leadership

[View Media](#)

[View Poster](#)



J.E.D.I. Think Tanks

Building Inclusive Dialogue and Cultural Competencies
in Your Organization

[View Media](#)

[View Poster](#)



Pride Month



Juneteenth

JEDI Infographics – June

South Coast AQMD



The observance of Lesbian, Gay, Bisexual, and Transgender Pride Month amplifies the presence of the LGBTQIA+ community and advances the ongoing quest for universal equality, irrespective of sexual orientation or gender identity. June was designated as Pride Month to commemorate the anniversary of the Stonewall Uprising, a pivotal moment when LGBTQIA+ individuals courageously resisted oppression. As we progress through 2024, the LGBTQIA+ community remains steadfast in its commitment to combatting discrimination and advocating for justice and equity.

PRIDE MONTH ORIGINS



June 28, 1969
Uprising at the Stonewall Inn in New York

Homosexuality was a criminal offense in New York and 48 other states. New York City police raided the Stonewall Inn in the early hours of June 28, 1969, using their law as justification. Employees and patrons fought back against the brutality of the raid, sparking six days of protests outside the bar.

June 26, 1970
The Stonewall Uprising was commemorated in New York with a march called the Christopher Street Liberation Day March on June 28, 1970. Similar demonstrations occurred throughout the country.

June 25, 1978
San Francisco, CA, held a Gay Freedom Day celebration. Harvey Milk, an openly gay man elected to the San Francisco Board of Supervisors, gave a speech that focused on LGBTQIA+ rights.

June 11, 1999
President Bill Clinton issues Presidential Proclamation No. 7203 that designates the month of June as "Gay and Lesbian Pride Month."

June 1, 2009
President Barack Obama issues "Gay and Lesbian Pride Month" to "Lesbian, Gay, Bisexual, and Transgender Pride Month" to increase the inclusivity of Presidential Proclamation No. 8387.

IMPACT SPOTLIGHT



LENA WAITHE
May 17, 1984 – Present
Screenwriter, Producer, and Actress

Lena Waithe is an influential screenwriter, producer, and actress known for her commitment to diversity and representation within the media. As a queer woman of color, Waithe uses her platform to address issues facing the LGBTQIA+ and Black communities, advocating for storytelling that includes narratives about social justice and equality. Her production work highlights the need for community-focused initiatives to address systemic issues, including environmental racism. Waithe's contributions to cinema and television challenge viewers to consider the intersections of identity, equity, and sustainability.



OCEAN VONG
October 14, 1988 – Present
Writer, Professor, and Photographer

Ocean Vong is a celebrated poet and author who identifies as gay. His writings often explore the complexities of identity, war, family, trauma, and belonging. His writings explore the interconnection with human emotion and experience while weaving subtle themes of nature and environmental awareness through personal and familial narratives. Vong has received numerous accolades for his poignant and innovative literary work, including the prestigious TS. Eliot Prize and a MacArthur "Genius" Grant.



MARSHA P. JOHNSON
August 24, 1945 – July 6, 1992
Performer and Activist

Marsha P. Johnson was a trailblazing transgender activist and a prominent figure in the Stonewall uprising of 1969, which marked a critical turning point for LGBTQIA+ rights in the U.S. She co-founded the Street Transvestite Action Revolutionaries (STAB) with Sylvia Rivera, providing support and housing to homeless LGBTQIA+ youth. Johnson's advocacy extended to AIDS activism with ACT UP in the late 1980s, demonstrating her lifelong commitment to supporting marginalized communities. Her legacy continues to inspire the fight for LGBTQIA+ rights and recognition.



JUNETEENTH

Wednesday, June 19th, 2024

Juneteenth is a federal holiday that commemorates the end of slavery on June 19, 1865. Although the Emancipation Proclamation had taken effect in 1863, it was not implemented in territories still under Confederate control. As a result, the Confederate state of Texas continued to have over 250,000 slaves. On June 19, 1865, 2,000 union troops arrived in Galveston Bay, Texas and announced that all enslaved peoples were free by executive decree. It is noted that only through the passage of the Thirteenth Amendment did emancipation become national policy in 1865.






General Order Number 3:

"The people of Texas are informed that, in accordance with a proclamation from the Executive of the United States, all slaves are free."

V V V V V

The first official Juneteenth celebration took place in Texas and became a state holiday in 1980. Juneteenth became a federal holiday in 2021. The original observances included prayer meetings and the singing of spirituals. Celebrants wore new clothes as a way of representing their newfound freedom. Commemorations continued into the 21st century and has expanded to speeches, educational events, family gatherings, and festivals with music, food, and dancing.

V V V V V

[Click HERE](#)

[Click HERE](#)

Employee Resource Groups (ERG) Updates

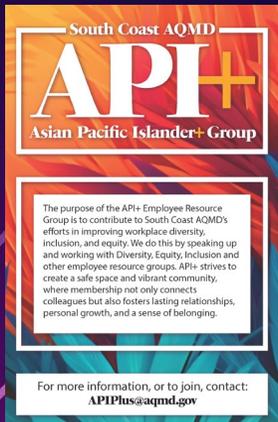


Meeting Updates - June

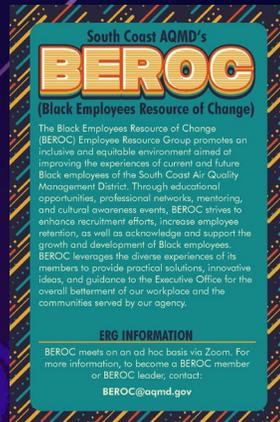
- API+ ERG: Members attended Bystander Intervention training hosted by Asian Americans Advancing Justice Southern California (AJSOCAL) and Right to Be
- HALOS ERG: Planning for Hispanic Heritage Month
- Persian ERG: Planning for next year's event
- Two ERGs coming soon based on staff feedback:
 - Jewish American Heritage ERG
 - Arab American ERG



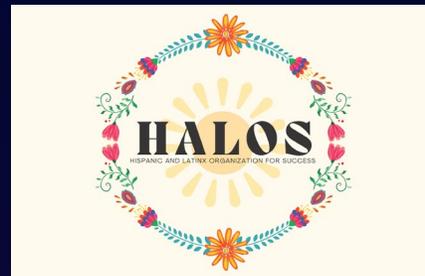
Allies and Advocates



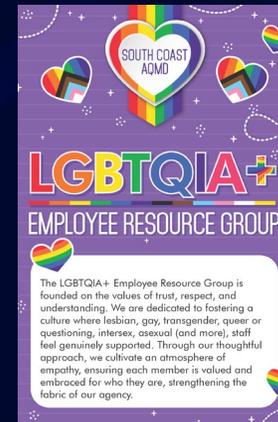
Asian and Pacific Islander+



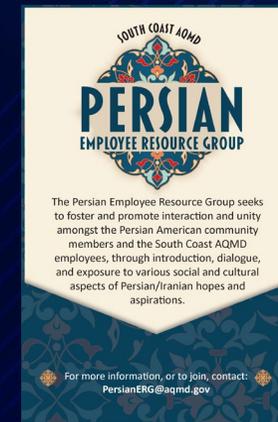
Black Employees Resource of Change



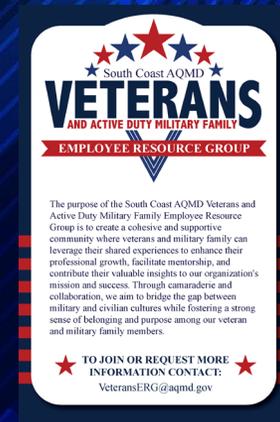
Hispanic and Latinx Organization for Success



Lesbian, Gay, Bisexual, Queer/Questioning, Intersex & Asexual+



Persian



Veterans and Active-Duty Military Family

C3PO Updates – June

(Critical Community Conversations for Purposeful Outreach) – Governing Board Interns

South Los Angeles and South East Los Angeles

- Visited the Watts Towers and Spoke with CSC Member and Co-Lead Jaque Badejo
- Took a bus tour around South East Los Angeles with Communities for a Better Environment (CBE), Rossmery Zayas, Robert Bustillo, and Theo Caretto.

Outcomes

- 23 interns participated
- “I found C3PO to enhance my understanding of environmental justice and create more interest in the subject. Being able to go to communities like Watts and South East LA, and actually being able to talk to community leaders who are affected by environmental inequity gave me a better understanding of the importance of environmental justice and taking action.”
- “Since I'm in the PRDI department, to me it seems like AQMD does a lot of advocacy and is constantly evolving and cracking down on their rules. However, listening to the speaker provided me with more insight on the issues people feel still need to be addressed”





South Coast
AQMD

Any
Questions?



[↑ Back to Agenda](#)

FY 2023-24 4th Quarter Budget vs. Actual (Unaudited)

Administrative Committee August 9, 2024

General Fund Overview

General Fund Budget Summary

	Fiscal Year 2023-24		
(\$ in millions)	Adopted Budget	Amended Budget	FY 2023-24 Q4 Actuals (unaudited)
Revenues/Transfers In	\$196.3	\$204.3	\$203.3
Expenditures/Transfers Out	\$196.3	\$211.5	\$200.2

Revenue Comparison

FY 2023-24 4th Quarter Budget vs. Actual & FY 2022-23 4th Quarter

Revenue Type (\$ in millions)	Fiscal Year 2023-24 Q4			Fiscal Year 2022-23 Q4	
	Amended Budget	Actuals (unaudited)	Actual % of Budget	Actuals	Actual % of Budget
Emissions Fees	\$ 20.5	\$21.4	104%	\$21.6	101%
Annual Operating Fees	76.5	75.1	98%	70.2	102%
Permit Fees	19.1	19.2	101%	17.9	103%
Mobile Sources/Transportation	33.5	31.3	93%	29.3	87%
Other*	46.8	47.8	102%	45.5	100%
Area Sources	2.4	2.2	91%	2.0	91%
Transfers In	<u>5.5</u>	<u>6.3</u>	115%	<u>4.5</u>	98%
Total	<u>\$204.3</u>	<u>\$203.3</u>	99%	<u>\$191.0</u>	99%

Expenditure Comparison

FY 2023-24 4th Quarter Budget vs. Actual & FY 2022-23 4th Quarter

Major Object (\$ in millions)	Fiscal Year 2023-24 Q4			Fiscal Year 2022-23 Q4	
	Amended Budget	Actuals (unaudited)	Actuals % of Budget	Actuals	Actuals % of Budget
Salaries & Benefits	\$165.8	\$159.7	96%	\$146.5	92%
Services & Supplies	32.0	27.4	86%	27.7	87%
Capital Equipment	7.6	7.0	93%	5.3	98%
Debt Service	4.1	4.1	100%	4.1	100%
Transfers Out	<u>2.0</u>	<u>2.0</u>	100%	<u>2.8</u>	100%
Total	<u>\$211.5</u>	<u>\$200.2</u>	95%	<u>\$186.4</u>	92%

Board Approved Use of Fund Balance FY 2023-24 4th Quarter

Board Letter Approval	Use	Amount
9/1/2023, #10 11/3/23 #3 12/1/23 #3 6/7/24 #4	Rule 1180 Activities	\$1,051,918
9/1/2023, #12	Permitting Enhancement Program	400,000
9/1/23, #15	Outside Legal Counsel	300,000
1/5/24, #15 3/1/24, #23	Labor Agreement	5,300,000
6/7/24 #7	Worker Comp	129,798
6/7/24 #7	NEOGOV	39,554
Total:		<u>\$7,221,270</u>

FY 2023-24 Unaudited and Five-Year Projection

(\$ in millions)	FY 23-24 Unaudited	FY 24-25 Adopted	FY 25-26 Projected	FY 26-27 Projected	FY 27-28 Projected	FY 28-29 Projected
Authorized Staffing	1,010	1,008	1,008	1,008	1,008	1,008
Vacancy Rate	11%	13%	13%	13%	13%	13%
Funded Staffing	899	877	877	877	877	877
Revenues *	\$203.3	\$209.5	\$211.7	\$214.4	\$215.9	\$218.5
Program Costs	\$200.2	\$211.4	\$224.3	\$230.6	\$235.2	\$235.2
Changes in Fund Balance	\$3.1	\$(1.9)	\$(12.6)	\$(16.2)	\$(19.3)	\$(16.7)
Unreserved Fund Balance (at Year-End)	\$90.9	\$89.0	\$76.4	\$60.2	\$40.9	\$24.2
% of Revenue	45%	42%	36%	28%	19%	11%
CPI fee increases are projected as follows: FY 2024-25 - 3.5% & 2.0% + 1.5% on Annual Operating and Permit Fees, FY 2025-26 –3.0% + 1.5% on Annual Operating and Permit Fees, FY 2026-27 – 2.4%, FY 2027-28 – 2.6%, and FY 2028-29 - 2.7%.						

Questions?

BOARD MEETING DATE: September 6, 2024

AGENDA NO.

PROPOSAL: Report of RFQs/RFPs Scheduled for Release in September

SYNOPSIS: This report summarizes the RFQs/RFPs for budgeted services over \$100,000 scheduled to be released for advertisement for the month of September.

COMMITTEE: Administrative, August 9, 2024, Reviewed

RECOMMENDED ACTION:

Approve the release of RFQs/RFPs for the month of September.

Wayne Natri
Executive Officer

SJ:gp

Background

In January 2020, the Board approved a revised Procurement Policy and Procedure. Under the revised policy, RFQs/RFPs for budgeted items over \$100,000 that follow the Procurement Policy and Procedure would no longer be required to obtain individual Board approval. However, a monthly report of all RFQs/RFPs over \$100,000 is included as part of the Board agenda package and the Board may, if desired, take individual action on any item. The attached report provides the title and synopsis of the RFQ/RFP, the budgeted funds available, and the name of the Deputy Executive Officer/Assistant Deputy Executive Officer responsible for that item. Further detail including closing dates, contact information, and detailed proposal criteria will be available online at <http://www.aqmd.gov/grants-bids> following Board approval on September 6, 2024.

Outreach

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the RFQs/RFPs and inviting bids will be 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.

Additionally, potential bidders may be notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFQs/RFPs will be emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations and placed on South Coast AQMD's website (<http://www.aqmd.gov>), where it can be viewed by making the selection "Grants & Bids."

Proposal Evaluation

Proposals received will be evaluated by applicable diverse panels of technically qualified individuals familiar with the subject matter of the project or equipment and may include outside public sector or academic community expertise.

Attachment

Report of RFQs/RFPs Scheduled for Release in September 2024

**September 6, 2024 Board Meeting
Report on RFQs/RFPs Scheduled for Release on September 6, 2024**

(For detailed information visit South Coast AQMD's website at
<http://www.aqmd.gov/nav/grants-bids>
following Board approval on September 6, 2024)

SPECIAL TECHNICAL EXPERTISE

RFQ #Q2024-08	Issue RFQQ to Prequalify Vendors for Language Interpretation and Document Translation Services	Alatorre/3122
---------------	--	---------------

The South Coast Air Quality Management District serves a diverse population requiring language and document accessibility. This action is to issue an RFQQ for language interpretation and document translation services for a one-year term beginning October 2024. The list may be extended for up to two additional one-year terms. Funds for these services are included in the FY 2024-25 Budget and will be requested in subsequent fiscal years.

BOARD MEETING DATE: September 6, 2024

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, August 9, 2024, Reviewed

RECOMMENDED ACTION:
Receive and file.

Wayne Natri
Executive Officer

RMM:XC:DD:HL: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

AQ-SPEC Cloud Platform Phase 2	
Brief description	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
Estimated project cost	\$313,350
Overall project status	Completed
Percentage complete	100%
LAST 30 days	<ul style="list-style-type: none"> System go-live
NEXT 30 days	<ul style="list-style-type: none"> Postproduction Support
Original estimated go-live date	9/10/24
Current estimated go-live date	9/10/24
Go-live date	7/20/2024

Warehouse Indirect Source Rule Online Reporting Portal Phase 4	
Brief description:	Development of online reporting portal for Rule 2305 – Warehouse Indirect Source
Estimated project cost	\$250,000
Overall project status	In Progress
Percentage complete	90%
LAST 30 days	<ul style="list-style-type: none"> Working on going live
NEXT 30 days	<ul style="list-style-type: none"> System Live
Original estimated go-live date	8/9/24
Current estimated go-live date	8/9/24
Go-live date	N/A
Notes	Project is on schedule.

Agenda Tracking System

Brief description	Develop new Agenda Tracking System for submittal, review, and approval of Governing Board meeting agenda items
Estimated project cost	\$250,000
Overall project status	In Progress
Percentage complete	90%
LAST 30 days	<ul style="list-style-type: none"> User Acceptance Testing and Training
NEXT 30 days	<ul style="list-style-type: none"> User Acceptance Testing
Original estimated go-live date	11/15/24
Current estimated go-live date	11/15/24
Go-live date	N/A
Notes	Project is on schedule. IM development complete.

Online Application Filing	
Brief description	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
Estimated project cost	\$525,000
Overall project status	In Progress
Percentage complete	90%
LAST 30 days	<ul style="list-style-type: none"> User Acceptance Testing of Phase 1 of the project (first ten 400-E-XX forms) User Acceptance Testing of next set of Rule 222 forms
NEXT 30 days	<ul style="list-style-type: none"> User Acceptance Testing of Phase 1 of the project (first ten 400-E-XX forms) User Acceptance Testing of next set of Rule 222 forms
Original estimated go-live date	1/17/25
Current estimated go-live date	1/17/25
Go-live date	N/A
Notes	IM Development Complete.

Permit Workflow Automation – Phase 1

Brief description	Automate application acceptance and engineering evaluation processes into paperless workflows
Estimated project cost	\$250,000
Overall project status	In Progress
Percentage complete	45%
LAST 30 days	<ul style="list-style-type: none"> System Development in Progress
NEXT 30 days	<ul style="list-style-type: none"> System Development in Progress
Original estimated go-live date	3/14/25
Current estimated go-live date	3/14/25
Go-live date	N/A
Notes	Project is on schedule.

Website Upgrade	
Brief description	Upgrade the Website Content Management System to latest version
Estimated project cost	\$100,000
Overall project status	In Progress
Percentage complete	95%
LAST 30 days	<ul style="list-style-type: none"> User Acceptance Testing and Training
NEXT 30 days	<ul style="list-style-type: none"> User Acceptance Testing and Training
Original estimated go-live date	10/11/24
Current estimated go-live date	10/11/24
Go-live date	N/A
Notes	Project is on schedule.

Compliance System

Brief description	Develop new Compliance System to help streamline the compliance business process. The new system will provide full integration of incident management, inspection process, field operations and operations dashboard
Estimated project cost	\$450,000
Overall project status	In Progress
Percentage complete	55%
LAST 30 days	<ul style="list-style-type: none"> System Development in progress
NEXT 30 days	<ul style="list-style-type: none"> System Development in progress
Original estimated go-live date	2/28/25
Current estimated go-live date	2/28/25
Go-live date	N/A
Notes	Project is on schedule.

Source Test Tracking System (STTS)	
Brief description	Online STTS will keep track of timelines and quantify the number of test protocols and reports received. The 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.
Estimated project cost	\$250,000
Overall project status	In Progress
Percentage complete	95%
LAST 30 days	<ul style="list-style-type: none"> Working on going live
NEXT 30 days	<ul style="list-style-type: none"> Working on going live
Original estimated go-live date	9/20/24
Current estimated go-live date	9/20/24
Go-live date	N/A
Notes	IM Development Complete. On-Boarding Procedures Approved.

IT Service Management

Brief description	IT Service Management will help improve user experience and gain more productivity from IT infrastructure. IT Service Management will align IT service with the organizational goals and streamline delivery of services
Estimated project cost	\$90,000
Overall project status	In Progress
Percentage complete	50%
LAST 30 days	<ul style="list-style-type: none"> Implementation in Progress
NEXT 30 days	<ul style="list-style-type: none"> Implementation in Progress
Original estimated go-live date	10/11/24
Current estimated go-live date	10/11/24
Go-live date	N/A
Notes	Project is on schedule.

Projects that have been completed within the last 12 months are shown below

COMPLETED PROJECTS	
PROJECT	DATE COMPLETED
AB2766 Version 2 Enhancements	May 9, 2024
PeopleSoft HCM Labor Agreement Implementation	April 30, 2024
PeopleSoft Electronic Requisition	April 30, 2024
Volkswagen Environmental Mitigation Trust Program GMS Enhancement	March 5, 2024
Email Gateway Replacement	March 1, 2024
Prequalify Vendor List for PCs, Network Hardware, etc.	February 2, 2024
WAIRE Program Online Portal (ISR) - Enhancement for Reporting Year 2024	December 28, 2023
Annual Emissions Reporting 2024	December 28, 2023
PeopleSoft HCM (Human Capital Management) Upgrade	October 24, 2023
Carl Moyer Program GMS	October 4, 2023

BOARD MEETING DATE: September 6, 2024

AGENDA NO.

PROPOSAL: Authorize Purchase of Microsoft Office 365

SYNOPSIS South Coast AQMD uses Microsoft Office 365 for word processing, spreadsheets, email, and collaboration. The current Office 365 licensing expires on January 31, 2025. This action is to authorize the purchase of Microsoft Office 365 licenses for a period of three years. Funds for the first year's purchase are included in Information Management's FY 2024-25 Budget and will be included in subsequent fiscal year budget requests.

COMMITTEE: Administrative, August 9, 2024; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Procurement Manager to purchase Microsoft Office 365 licenses and to execute all documents for this purchase for a period of three years at a cost not to exceed \$1,200,000.

Wayne Nastri
Executive Officer

RMM:HL:mf

Background

South Coast AQMD has been utilizing Microsoft Office 365 (word processing, spreadsheets, graphics, presentation, and desktop database management) since 2018. In 2022, South Coast AQMD purchased Microsoft Office licenses through a three-year Microsoft Enterprise Agreement (EA), which expires on January 31, 2025. The Microsoft EA includes Microsoft Office 365 and related software licenses.

Microsoft Office 365, Microsoft's online Office services, first launched in 2009. Office 365 provides greater reliability, security, and productivity than on-premise server infrastructure or applications. Office 365 includes Word, Excel, PowerPoint, Outlook, Exchange Online, OneDrive and SharePoint. Exchange Online provides Business class

email, calendar, and contacts with a 50GB (gigabyte) inbox per user. Office 365 provides access to Office from anywhere, anytime, using any type of device. Office 365 enables real-time document collaboration and includes facilities for electronic discovery of email and files. Microsoft provides Office 365 Government which includes enhanced security and privacy with a guaranteed uptime of 99.9 percent.

Proposal

The Microsoft EA for Office 365 needs to be renewed. In accordance with South Coast AQMD’s Administrative Policies and Procedures No. 35, bids were solicited from firms on the List of Prequalified Vendors to Provide Computer, Network, Printer Hardware and Software, and Desktop Computer Hardware Upgrades, and through vendor master agreements, cooperative agreements, and other interagency agreements with governmental entities in order to achieve the best available price. The prequalified vendor list was approved by the Board on February 2, 2024 and is in effect for a period ending February 2, 2026. Of the eight vendors on the list, one is near-zero compliant; two are women-owned business enterprises; three are minority-owned business enterprises; three are local business enterprises; and four are small business enterprises.

This action is to authorize the Procurement Manager to execute a purchase order for Microsoft Office 365 licenses with the vendor providing the lowest cost bid at a total cost not to exceed \$1,200,000 for a three-year contract. The Office 365 licenses will be configured to obtain the highest functional performance for South Coast AQMD staff within budgetary constraints at the time of purchase.

Resource Impacts

Sufficient funding is available in Information Management’s FY 2024-25 Budget. Funding for subsequent fiscal years will be requested and budgeted appropriately.

BOARD MEETING DATE: September 6, 2024

AGENDA NO.

PROPOSAL: Seek Direction from Administrative Committee on Local Government and Small Business Assistance Advisory Group Members' Suggestion Regarding AB 617 Community Steering Committees

SYNOPSIS: Members of the Local Government and Small Business Assistance Advisory Group are forwarding a letter to the Administrative Committee for consideration. The letter asks that the Board request that CARB consider including industry trade groups and associations on AB 617 Community Steering Committees.

COMMITTEE: Administrative, August 9, 2024

RECOMMENDED ACTIONS:

- 1.
- 2.

Wayne Nastri
Executive Officer

BTG/lal

Background

At the June 14, 2024, Local Government and Small Business Assistance (LGSBA) meeting, eight members voted in favor of a letter asking the Board to request that CARB include industry trade groups and associations on AB 617 Community Steering Committees (CSCs). South Coast AQMD has six AB 617 communities. CARB recommends air districts form CSCs, “composed of community members who live, work, or own businesses within each community (e.g., community residents, small businesses, facility managers/workers, school personnel), with a majority of representation from community residents.” (CARB, Final Community Air Protection Program: Blueprint 2.0 (Oct. 2023), at 80, available [here](#). “To ensure community guidance in developing and implementing the Program, the air district needs to establish a CSC that includes a

diverse representation of residents, local businesses, and environmental justice organizations . . .” (*Id.* at 79.) Industry trade groups without substantial ties to the local community do not currently qualify for CSC membership insofar as they are not limited to local businesses nor are they another type of stakeholder listed in CARB’s Blueprint 2.0. Other stakeholders include “local environmental justice CBOs and public health organizations that work in the selected community; school personnel; city/county officials; land use planning agencies; transportation agencies; local health departments (e.g., hospitals, clinics, physical rehabilitation centers, public health counseling services); academic researchers; and labor organizations.” (*Id.* at 80, 81).

The Advisory Group members’ letter is being provided to the Administrative Committee for consideration because per the 2023 LGSBA charter, the Administrative Committee is the Governing Board’s liaison with LGSBA and LGSBA reports to the Administrative Committee. In addition, upon a vote of no less than a quorum, LGSBA may adopt formal recommendations for action by the Board to be taken to the Administrative Committee. In this instance, a quorum of the Advisory Group (9 of 17 members) in favor of the recommendation was not reached. Thus, the letter is forwarded as a communication instead of a formal recommendation. At the meeting, only eight Advisory Group members (Paul Avila, Geoffrey Blake, LaVaughn Daniel, John DeWitt, Bill LaMarr, Eddie Marquez, David Rothbart, and Board Member Patricia Lock Dawson) voted to approve the letter. Board Member Curt Hagman abstained. No nays were recorded.

Proposal

Staff seeks direction from the Administrative Committee on behalf of the LGSBA members’ letter asking the Board to request CARB include industry trade groups and associations on AB 617 Community Steering Committees.

Resource Impacts

None

Attachments

Letter to Governing Board

June 14, 2024

Governing Board
South Coast Air Quality Management District
21865 Copley Drive
Diamond Bar, CA 91765

Dear Governing Board Members,

We are writing on behalf of the Local Government and Small Business Assistance Advisory Group to ask for your support, approval, and subsequent letter to the California Air Resources Board (CARB) requesting that industry trade groups and associations be seated on AB 617 Community Steering Committees (CSCs).

When the CARB Board initially voted to approve the Community Air Protection Blueprint, they did so without explicitly prohibiting industry trade groups and associations from participating on these committees but rather left it up to the air districts to decide.

Typically, trade groups and associations are non-profit, non-partisan, 501(c) organizations that represent hundreds or thousands of businesses (mostly small businesses) spread throughout the jurisdiction of most air districts, and not just in disproportionately impacted communities. Moreover, any recommendations, decisions, plans, and rules emanating from the deliberations by these CSCs are certain to be of significance to all the members of these trade groups and associations because they will have the potential to impact all of them regardless of the neighborhoods in which they reside.

We believe the inclusion of these organizations would serve to enhance everyone's goal of successfully implementing a fair and equitable Clean Air Protection Program for all stakeholders.

Therefore, we are asking for your support of the concept to allow industry trade groups and associations to be enrolled and seated as members of these CSCs and request that you send a letter to ask the same of the CARB Board.

Thank you for your continued commitment to improving air quality in our region.

Sincerely,

Local Government and Small Business Assistance Advisory Group
South Coast Air Quality Management District

BOARD MEETING DATE: September 6, 2024

AGENDA NO. XX

PROPOSAL: Transfer and Appropriate Funds and Authorize a Sole Source Purchase to Replace the Uninterruptable Power Supply System at Diamond Bar Headquarters

SYNOPSIS: South Coast AQMD's headquarters building requires a replacement to its uninterruptable power supply (UPS) system and equipment. The UPS system maintains and protects South Coast AQMD's critical information technology data center infrastructure. This action is to transfer and appropriate \$224,000 from the Infrastructure Improvement Fund (Fund 02) to Administrative and Human Resources' FY 2024-25 Budget, Capital Outlays Major Object, and issue a sole source purchase order to Mitsubishi Electric Power Products, Inc. to replace the UPS system.

COMMITTEE: Administrative, August 9, 2024; Recommended for Approval

RECOMMENDED ACTIONS:

1. Transfer and appropriate \$224,000 from the Infrastructure Improvement Fund (Fund 02) to Administrative and Human Resources' FY 2024-25 Budget, Capital Outlays Major Object, Capital Outlays account; and
2. Authorize the Procurement Manager, in accordance with South Coast AQMD's Procurement Policy and Procedure, to issue a sole source purchase order to Mitsubishi Electric Power Products, Inc., in an amount not to exceed \$224,000, to replace the uninterruptable power supply (UPS) system.

Wayne Nastri
Executive Officer

AJO:RM:eg

Background

Built in 1991, South Coast AQMD's Diamond Bar headquarters building periodically requires repairs and upgrades to its operational and infrastructure systems and equipment. The data center UPS system was first installed during the original building construction and was upgraded in 2003. This system ensures protection and continuous operation to the agency's information technology infrastructure in two ways. The UPS controller

monitors and filters incoming utility power to provide a consistent throughput for South Coast AQMD computer networks and servers, thus preventing damaging power spikes or surges. In addition, the UPS system will temporarily keep critical communication and data systems running during a loss of utility power as its battery becomes a source of power during the disruption. The UPS system consists of a main power monitor and controller, a battery cabinet, and a system bypass.

The existing UPS system has outlived the expected life cycle. Routine inspections and maintenance have sustained the UPS system's longevity. Due to age, signs of wear, and component obsolescence, the UPS system needs replacement to maintain critical protection and operation of essential computer network servers and equipment.

Proposal

The Infrastructure Improvement Special Revenue Fund (Fund 02) was established for capital outlay building-related improvement projects, such as the one presented. Staff requests an appropriation of \$224,000 from Fund 02 to Administrative and Human Resources' FY 2024-25 Budget, Capital Outlays Major Object, Capital Outlays account.

This proposal seeks Board authorization for the Procurement Manager, in accordance with South Coast AQMD's Procurement Policy and Procedure, to issue a sole source purchase order to Mitsubishi Electric Power Products, Inc. for procurement and installation of a new UPS system. Mitsubishi Electric Power Products, Inc., previously operating as Computer Protection Technology, Inc (a service branch of Mitsubishi Electric Power Products, Inc.), has provided maintenance and emergency repairs to the UPS system since 2003. Mitsubishi Electric Power Products, Inc.'s extensive knowledge of the system infrastructure, technical expertise, familiarity with headquarters building power setup, and installation capabilities will allow for an expeditious turn-key replacement process.

The proposed replacement provides the latest generation of UPS system to be installed with optimized power efficiency, performance, and reliability. The new UPS system will integrate with the building energy management system, enabling remote monitoring and detailed system notifications. In addition, the updated UPS system will utilize lithium-ion batteries, replacing the previous lead acid battery technology. The use of lithium-ion batteries provides a significant reduction in maintenance and operational costs, an extended lifespan, higher efficiency, and safer functionality over the current lead acid battery system.

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 sole source award

request to Mitsubishi Electric Power Products, Inc. for procurement and installation of the UPS system is made under:

- Section VIII.B.2.b: Public health or property may be endangered by delay;
- Section VIII.B.2.c(1): The unique experience and capabilities of the proposed contractor or contractor team; and
- Section VIII.B.2.d(6): Projects requiring compatibility with existing specialized equipment.

Resource Impacts

Sufficient funding is available in the Infrastructure Improvement Fund (Fund 02).

**LOCAL GOVERNMENT &
SMALL BUSINESS ASSISTANCE (LGSBA) ADVISORY GROUP
THURSDAY, FEBRUARY 9, 2024
MEETING MINUTES**

MEMBERS PRESENT:

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

Public Members:

Felipe Aguirre
Rachelle Arizmendi
Paul Avila, P.B.A. & Associates
Geoffrey Blake, Metal Finishers of Southern California
Vice Mayor Ted Bui, City of Fountain Valley
Todd Campbell, Clean Energy
John DeWitt, JE DeWitt, Inc.
Bill LaMarr, California Small Business Alliance
Rita Loof, RadTech International
David Rothbart, Los Angeles County Sanitation Districts
Mayor Pro Tem Blair Stewart, City of Brea

MEMBERS ABSENT:

Public Members:
LaVaughn Daniel, DancoEN
Eddie Marquez, Roofing Contractors Association

OTHERS PRESENT:

Mark Abramowitz
Sarai Arellano
Jessi Davis
Stephanie Macias
Mark Taylor, Board Member Consultant (*Rodriguez*)

SOUTH COAST AQMD STAFF:

Susan Nakamura, Chief Operating Officer
Derrick Alatorre, Deputy Executive Officer
Aaron Katzenstein, Deputy Executive Officer
Sarah Rees, Deputy Executive Officer

Lisa Tanaka, Assistant Deputy Executive Officer
Mei Wang, Assistant Deputy Executive Officer
Daphne Hsu, Principal Deputy District Counsel
Philip Crabbe III, Senior Public Affairs Manager
Sang-Mi Lee, Planning and Rules Manager
Elaine Shen, Planning and Rules Manager
Elaine-Joy Hills, Senior Staff Specialist
Van Doan, Air Quality Specialist
Debra Ashby, Senior Public Affairs Specialist
Cristina Lopez, Senior Public Affairs Specialist
Cindy Bustillos, Executive Secretary
Aisha Reyes, Senior Administrative Secretary
Brisa Lopez, Secretary
Lara Brown, Senior Administrative Assistant
Ghislain Muberwa, IM Contractor

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

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

For additional details of the LGSBA Advisory Group Meeting, please refer to the [Webcast](#).

Agenda Item #2 – Approval of August 11, 2023 Meeting Minutes

LGSBA Chair Rodriguez called for approval of the August 11, 2023, meeting minutes.

There were no public comments.

Motion to approve minutes made by Mayor Solache; seconded by Geoffrey Blake; approved.
Ayes: Avila, Blake, DeWitt, Hagman, LaMarr, Lock Dawson, Loof, Rothbart, Rodriguez, Solache
Noes: None
Abstained: Aguirre, Bui, Campbell, Stewart
Absent: Arizmendi, Daniel, Marquez

For additional details, please refer to the [Webcast](#), beginning at 5:05.

Agenda Item #3 – Approval of November 9, 2023 Meeting Minutes

LGSBA Chair Rodriguez called for approval of the November 9, 2023, meeting minutes.

There were no public comments.

Motion to approve minutes made by Mayor Solache; seconded by Geoffrey Blake; approved.
Ayes: Avila, Blake, DeWitt, Hagman, Lock Dawson, Loof, Rothbart, Rodriguez, Solache
Noes: None
Abstained: Aguirre, Bui, Campbell, LaMarr, Stewart
Absent: Arizmendi, Daniel, Marquez

For additional details, please refer to the [Webcast](#), beginning at 5:05.

Agenda Item #4 – Approval of LGSBA 2023 Accomplishments and 2024 Goals & Objectives

Chair Rodriguez called for approval of LGSBA advisory group 2023 accomplishments and 2024 goals and objectives.

Rita Loof referenced #13 – Update on AB 617 and mentioned the letter to CARB on the Community Air Protection Blueprint. Ms. Loof also proposed to amend the LGSBA Charter to clarify language regarding quorum and voting. Daphne Hsu, Principal Deputy District Counsel, Legal, clarified that Governing Board members serving on the LGSBA Advisory were asked to abstain from voting on that topic to avoid a serial communication. LGSBA Chair Rodriguez explained that charter revision is unnecessary at this time as a quorum can be met with the addition of new members to the Advisory Group and asked to bring the letter back for voting at the next meeting. For additional details, please refer to the [Webcast](#), beginning at 13:10.

Bill LaMarr shared his experiences interacting with CARB representatives and suggested to invite them to present at a future LGSBA meeting. Mr. LaMarr proposed to add proposed Rule 317.1 – Clean Air

Act Nonattainment Fees for the 8-Hour Ozone Standards. For additional details, please refer to the [Webcast](#), beginning at 21:18.

David Rothbart proposed to revise the meeting format, consolidate #10 – Update on implementation of OEHHA’s cancer risk estimating methods and #15 – Update on OEHHA’s and CARB’s presentations on provisional health values, include #8 – Update on greenhouse gas-related activities, and revise #17 – Overview of Rule 317 fee equivalency account reconciliation report to “Overview of Rule 317.1 - Clean Air Act Nonattainment Fees for the 8-Hour Ozone Standards and potential fee equivalency.” For additional details, please refer to the [Webcast](#), beginning at 28:22.

Paul Avila proposed to remove #18. For additional details, please refer to the [Webcast](#), beginning at 36:08.

Mayor Patricia Lock Dawson expressed support for the proposed topics and suggested to allow time at each meeting for members to propose new topics as they arise. LGSBA Chair Rodriguez confirmed that discussion could occur during “Other Business.” For additional details, please refer to the [Webcast](#), beginning at 37:30.

Supervisor Curt Hagman commented that related agenda topics should be selected well in advance of rule adoption or amendments to allow ample time for input. . For additional details, please refer to the [Webcast](#), beginning at 40:52.

John DeWitt proposed to add a discussion on the impacts and costs of rules and regulations. For additional details, please refer to the [Webcast](#), beginning at 43:30

Mr. LaMarr proposed to add an overview of EPA Toxic Substances Control Act and to revise the LGSBA charter. For additional details, please refer to the [Webcast](#), beginning at 45:25.

Ms. Loof expressed support for Mr. LaMarr’s proposal to revise the charter and #20. For additional details, please refer to the [Webcast](#), beginning at 51:50.

There were no public comments.

Motion to approve accomplishments and goals and objectives, including suggested edits, made by Rita Loof; seconded by David Rothbart: approved.

Ayes: Aguirre, Arizmendi, Avila, Blake, Bui, Campbell, DeWitt, Hagman, LaMarr, Loof, Rothbart, Rodriguez, Solache, Stewart

Noes: None

Abstained: None

Absent: Daniel, Marquez, Lock Dawson

For additional details, please refer to the [Webcast](#), beginning at 8:40.

Agenda Item #5 – Review of Follow-Up and Action Items

There were no follow-up or action items.

Agenda Item #6 – Upcoming State Implementation Plan (SIP) Actions

Sang-Mi Lee, Planning and Rules Manager, Planning, Rule Development, and Implementation, provided an update on upcoming SIP actions for the South Coast Air Basin and Coachella Valley. Chair Rodriguez referenced slide #19 and asked where proposed Rule 317.1 – Clean Air Act Nonattainment Fees for the 8-Hour Ozone Standards would fall on the timeline. Dr. Lee replied Summer 2024. For additional details, please refer to the [Webcast](#), beginning at 1:13:00.

Paul Avila asked if emissions data during events such as heavy rain and wildfires are used to determine deadlines. Dr. Lee replied that impacts from exceptional events such as wildfires and drought could be excluded. For additional details, please refer to the [Webcast](#), beginning at 1:15:00.

Todd Campbell asked about findings of failure. Ian MacMillan, Assistant Deputy Executive Officer, Planning, Rule Development, and Implementation, replied that the potential sanctions would include two-to-one offsets, 18 months after EPA final action, loss of federal highway funding, within 24 months, and development and implementation of a federal implementation plan. For additional details, please refer to the [Webcast](#), beginning at 1:17:55.

Mr. Rothbart commented on the deficiency of the Clean Air Act. Susan Nakamura, Chief Operating Officer, mentioned that EPA is taking public comment period through March 4th. For additional details, please refer to the [Webcast](#), beginning at 1:19:30.

Vice Mayor Ted Bui asked if there have been studies on how Rule 317.1 would impact small business owners and commented that rules should be applicable to all industries. LGSBA Chair Rodriguez asked if there are immediate actions that could be taken at this time. Mr. MacMillan replied that there is a public comment period for the Contingency Measure Plan for 1997 Ozone Standard. Chair Rodriguez asked about Rule 317.1 and how many businesses would be impacted. Mr. MacMillan replied that it is on the rule calendar for June and the fee would be effective in 2026 or 2027 and applicable only to 300-400 major sources. For additional details, please refer to the [Webcast](#), beginning at 1:21:33.

Ms. Loof commented on the fee impact to businesses and asked about two SIP elements that could be problematic. Dr. Lee explained that they were notifications for failure to submit for two SIP elements. For additional details, please refer to the [Webcast](#), beginning at 1:29:13.

Mr. LaMarr shared his experiences traveling to Washington D.C. and asked if staff would consider reaching out to former Congressman Henry Waxman to request a letter or ask to speak to his constituents on the inequity of the sanctions and fees on stationary sources. For additional details, please refer to the [Webcast](#), beginning at 1:31:41.

For additional details on the presentation and discussions, please refer to the [Webcast](#), beginning at 57:48.

There were no public comments.

Agenda Item #7 – Update on Indirect Source Rule

Due to time constraints, this presentation was deferred to the next meeting.

Agenda Item #8 – Other Business

Geoffrey Blake suggested to create a committee, led by Bill LaMarr, to discuss and prepare charter revisions to be presented at the next meeting. LGSBA Chair Rodriguez stated that due to limited time, charter revisions may not be added to the 2024 Goals and Objectives.

There were no public comments.

For additional details, please refer to the [Webcast](#), beginning at 1:40:48.

Agenda Item #9 – Public Comment

There were no public comments.

Agenda Item #10 – Next Meeting Date

The next regular LGSBA Advisory Group meeting is scheduled for Friday, June 14, 2024, at 11:30 a.m.

Adjournment

The meeting was adjourned at 1:16 p.m.