

BOARD MEETING DATE: October 2, 2015

AGENDA NO. 25

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee met on Friday, September 11, 2015. The Committee discussed various issues detailed in the Committee report. The next Administrative Committee meeting is scheduled for Friday, October 9, 2015 at 10:00 a.m.

RECOMMENDED ACTION:  
Receive and file.

Dr. William A. Burke, Chair  
Administrative Committee

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**Attendance:** Attending the September 11, 2015 meeting were Committee Vice Chair Dennis Yates at SCAQMD headquarters, and Committee Chair William A. Burke, Committee Members Clark Parker, Sr. and Judith Mitchell via videoconference.

**ACTION/DISCUSSION ITEMS:**

1. **Board Members' Concerns:** None.
2. **Chairman's Report of Approved Travel:** The Committee written report for September included a report on recent Sacramento travel by Chairman Burke, Dr. Parker, and Councilmember Mitchell for legislative visits and CARB Board meeting attendance, respectively; Council-member Buscaino's recent travel to Avalon to meet with local elected officials and Edison representatives; Mayor Pulido's attendance at the U.S. Conference of Mayors in Baltimore, MD, in October; and Councilmember Mitchell's attendance at the UCLA Transportation Symposium in Lake Arrowhead in October.
3. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):** Executive Officer Barry Wallerstein reported that Board Member Ben Benoit is requesting that Dan York be approved as his Board Consultant.

Moved by Parker; seconded by Mitchell; unanimously approved.

4. **Report of Approved Out-of-Country Travel:** None.
5. **Amend Contracts for Emission Reduction Projects with Mitigation Fees from CPV Sentinel Project Provided Pursuant to AB 1318 (V.M. Perez):** Assistant DEO/Science & Technology Advancement Fred Minassian provided an update on projects approved for the City of Coachella from the AB 1318 mitigation funds. He reported on staff's recommendation to redirect funds from a planned CNG fueling station to an expansion of previously approved weatherization projects, given the availability of additional nearby CNG stations which were installed subsequent to the Board's January 2013 approval of the mitigation projects which are sufficient to handle the City's projected fueling demands. All of the additional weatherization will be within the City of Coachella.

At Chairman Burke's prompting, staff reviewed the environmental justice designation of the City of Coachella pursuant to the Sentinel Power Plant mitigation funds, as well as the Board's previous approval of the City's signal synchronization project and resulting pollutant reductions therefrom. Dr. Burke noted his reservation about funding synchronization projects. Upon recognizing that CNG fueling demands are well met by the several nearby CNG stations, the Committee agreed that such developments had overtaken the merits of the proposed original station previously approved for these funds and that such funds be redirected to better use via the additional weatherization projects, with contracts to be deobligated and amended accordingly. Dr Parker, however, noted that additional alternative fuel stations are needed in Environmental Justice areas.

Moved by Mitchell; seconded by Yates; unanimously approved.

6. **Presentation of Sensis Outreach Plan for the FY 2015-16 Check Before You Burn Program:** Media Manager Sam Atwood introduced representatives from Sensis to present their draft plan for the outreach campaign for the 2015-16 "Check Before You Burn" program. The design includes efforts to increase air alert subscriptions by 5,000 and increase awareness of the program using traditional digital and social media strategies, as well as the use of event-driven "street teams" equipped to obtain additional sign-ups. The Committee considered the cost-effectiveness of the proposal, given the proposed media allocation of \$343,000. Dr. Parker recommended use of the SCAQMD's available database for email-based outreach and Dr. Wallerstein emphasized benefits of the hands-on approach offered by this campaign, as opposed to a passive email campaign. The Committee remarked on local network television's unwillingness to run daily PSAs related to air quality updates and alerts similar to ABC 7. Mayor Yates mentioned his preference and the convenience of being able to note the air quality status updates via the morning weather report on the local news rather than taking the time to sign-up for social media notification on no-burn days.

Mayor Yates further suggested partnering with the Lung Association and environmental justice groups in an effort to encourage local news channels to provide gratis coverage of air quality status, alerts and no-burn days, whereupon Dr. Parker advised that television stations are required to devote a certain percentage of their air time to PSAs and suggested the stations be approached to use air quality PSAs to receive credit for such allocation. Chairman Burke agreed all around, supported the Sensis proposal, and suggested an email “blast” be sent out to test the response and effectiveness of the method and database.

Moved by Parker; seconded by Yates; unanimously approved.

7. **Execute Contract for Website Evaluation and Improvements:** Assistant DEO/Information Management Chris Marlia advised this item would provide for the evaluation and enhancement of the SCAQMD’s website after the first task of the contract was completed (the website evaluation), presented here to allow the Committee to better assess the performance and proposals of the bidders. The bidders would thus present their findings and entertain questions from the Committee. Before introducing the presentations, Mr. Marlia provided a brief comparison of the two proposals’ costs in terms of hours and labor rate(s), previous work with SCAQMD, and general qualifications and references, whereupon presentations were made by the two contractors, as follows.

A representative of Xivic, Inc., reported on their evaluation methods, stakeholder interviews and results; their compatibility, accessibility and website usability analyses; selected results of the website audit and existing user survey, as well as the site’s analytics and high-traffic pages; a review of multiple similar websites in a comparative/competitive analysis; and, suggestions for immediate and longer-term updates. Mayor Yates inquired why the proposed costs were high; however the Xivic representative indicated their rates were industry standard. Mayor Yates further commented on the complexity of the reporting documents provided by the contractor with its evaluation, and recommended the final website design reflect the knowledge and abilities of the average layperson computer user rather than be designed for use by a higher-level technical user. In response, the contractor offered to provide websites of their past work to demonstrate the effectiveness of their redesigns, whereupon Dr. Wallerstein requested that she suggest a single website which might demonstrate their work in an easily navigable site. The Meinke and LACCD sites were offered in response. Dr. Parker inquired on the search engine origin question; however the outside analytics are not available for that data. In response to Dr. Parker’s follow-up question, the contractor advised that SCAQMD website searches were primarily related to the FIND database which Dr. Wallerstein indicated provides emissions and permit/equipment data relative to specific facilities by name or geographic location. Dr. Parker remarked that these approximately 3,000 searches per day should be capitalized upon in relation to the previous agenda item to enhance the email database and air alert registrations. Councilmember

Mitchell inquired how the contractor would make navigation easier on SCAQMD's website, and the contractor reported on the preference for a horizontal navigation bar for ease by the user. Chairman Burke inquired whether the contractor had previously worked with SCAQMD, and the contractor noted previous work with staff on the uploading end of the site, rather than the design/appearance/use of the website.

At Chairman Burke's inquiry, Dr. Wallerstein advised that anticipated work with Google was awaiting staff input and completion of proposed video-links and display ads. At Councilmember Mitchell's prompting, Dr. Wallerstein elaborated for the Committee that staff had contracted with Google for a three-month test period in an effort to drive users to our website via pop-up display ads and videos based on Google's search engine. Dr. Wallerstein anticipated Google's preliminary effort would be evaluated on its effectiveness and staff would come before the Committee for review and further direction on possible broader use. Chairman Burke expressed his enthusiasm for the significant exposure such an approach may provide.

Representatives of 360 Business Consulting reported on their analysis process; research results on user experience, functionality and user interaction; stakeholder interviews; competitive analysis in comparison with other municipal and regulatory sites; and, recommended action regarding design, functionality, data exchange and engagement. Mayor Yates encouraged the contractor to "keep it simple" and design the site for ease of use by the average lay person without much computer experience and, should they receive the contract, to remember the end-user customer for whom they are designing. Upon Dr. Parker's inquiry, the contractor advised the site could be streamlined and organized to make data access more efficient to limit the number of "clicks" to access documents in a relatable manner from the user's point of view; and, recommended a two-tier approach in the conversion of the website in a 30-day window. Councilmember Mitchell requested clarification on the proposed cost, whereupon the contractor advised that the initial analysis cost would be rebated back into the contract for design, if awarded; and, advised that the firm's labor rates are a good living wage, that no work is outsourced outside of the U.S., and that their larger retainer-based contracts allow them to keep their prices competitive for contracts such as this. The contractor also emphasized the firm's tenured staff and efficiencies, as well as the fact that any code written for SCAQMD remains the property of SCAQMD. Finally, Dr. Wallerstein requested the contractor provide an example of one site which would serve as a good example of their best work in comparison to SCAQMD's website, and the contractor provided the Henkelna.com site, as well as the soon-to-be launched site for the San Diego Unified School District.

At the conclusion of the presentations, Dr. Wallerstein recommended that the item be continued for one month, allowing staff to provide the above "best

example” website URLs to the Committee for review as they consider the award of this contract. Hearing no objection, Chairman Burke agreed and the item was continued to the October Administrative Committee for decision.

8. **Amend Contracts to Provide Short- and Long-Term Systems Development, Maintenance and Support Services:** Chris Marlia advised that four contractors are recommended to support the efforts of SCAQMD in regard to transportation online data entry, PeopleSoft benefits administration, online training registration, and CLASS systems web application support in the total amount of \$345,000.

Moved by Yates; seconded by Parker; unanimously approved.

9. **Execute Contract for Consultant Services for SCAQMD Environmental Justice Outreach and Initiatives:** Assistant DEO/Legislative & Public Affairs Derrick Alatorre advised this item would provide assistance with community and stakeholder outreach efforts related to the Environmental Justice (EJ) Program and recently adopted EJ Community Partnership Initiative. Before introducing the presentations, Mr. Alatorre advised that out of five proposals received, two were deemed to be technically qualified; and he provided a brief comparison of the two proposals in terms of contractor qualifications, previous work experience with SCAQMD, labor rates and cost. Dr. Wallerstein noted that in staff evaluation of the proposals, the Lee Andrews Group received the better score. Upon Chairman Burke’s inquiry on contract length, Dr. Wallerstein advised it is a proposed one-year contract with options for up to two one-year term renewals, for a three-year total. Thereafter, presentations were made by the two contractors, as follows.

Representatives of the Lee Andrews Group presented their schedule and timeline, beginning with the creation, charter, membership and implementation of the Partnership Advisory Council, the annual educational workshops and conference, and recognition of local EJ heroes; and they emphasized that such meetings include content that is informative and timely with respect to current events locally and in Sacramento. The contractors also remarked on their previous work with SCAQMD staff on the inaugural Cesar Chavez event, their ten-year working relationship with SCAQMD, the policy outreach and event management experience of the consultants assigned to this program, as well as their contacts within the political/labor/faith communities, all of which would ensure a valuable two-way dialog between SCAQMD and the EJ community in their outreach. Hearing no questions from the Committee, Chairman Burke commended the consultants for their work on the Cesar Chavez event and noted it was exceptionally well done.

Representatives of Estolano Lesar Perez Advisors and subcontractor Better World Group began their presentation by mentioning their depth of experience and expertise working with the environmental and EJ communities, facilitating

large groups to bring people together, and event management. In relating their public affairs experience, the consultants emphasized their media and event experience, as well as coalition building and management in advocacy involving regulatory issues around air, clean energy, climate change and clean transportation, particularly among EJ communities. The consultants attributed their past success to the importance of listening and respecting EJ communities and giving them space to share their concerns and increase capacity for understanding, rather than forced compromise, thus finding opportunities to accelerate agendas and for once-disparate agendas to overlap and merge. Councilmember Mitchell requested the consultants highlight their EJ community experience, whereupon they reported such experience both in the context of EJ clients and in advising agencies on EJ issues; advising on economic development legislation addressing EJ issues; advising CBE on an EPA Brownfield Grant project implemented in Huntington Park; advising on a complex land-use/development strategy for an environmental health coalition in National City to relocate autobody shops from impacted low-income minority residential communities to an industrial area; and an extensive social media campaign on water conservation for MWD which included EJ groups. The contractor also noted their strong credibility in the EJ communities as a result of working directly for and with those communities. In addition, the consultants had worked on climate change issues, noting some EJ communities had challenged cap-and-trade strategies, but the contractor had helped to overcome opposition and distrust, and found common ground to build coalitions. Chairman Burke thanked the consultants for their outstanding presentation.

Chairman Burke then turned the decision over to the Committee for discussion. The majority of members preferred the Lee Andrews Group. Thus, the Committee recommended the Lee Andrews Group be awarded the contract. Mayor Yates departed the meeting at 11:35 a.m. in order to Chair the LG&SBA Advisory Group, which was scheduled to meet at 11:30 a.m.

Moved by Yates; seconded by Parker; approved 3-1.

10. **Execute Contract for Community Outreach with Los Angeles Sentinel, Inc.:** Waiving the staff presentation on this item, Chairman Burke requested a motion in support of the staff recommendation, whereupon Dr. Parker moved approval, Councilmember Mitchell seconded, and it passed without opposition.

Moved by Parker; seconded by Mitchell; unanimously approved.

11. **Amend SCAQMD Conflict of Interest Code and Incorporate Code, as Amended, into the SCAQMD Administrative Code:** Principal Deputy District Counsel John Olvera introduced staff's recommendation to amend the Conflict of Interest Code, as is periodically done, to add/delete positions required to disclose financial interests and file financial disclosure via the 700 Form, as set forth in

the Political Reform Act and required by the Fair Political Practices Commission. The draft revisions were subject to a 45-day notice for public comment/request for public hearing, which would expire the following week, but was without comment or hearing request thus far. These revisions are to be incorporated into the SCAQMD Administrative Code.

Motion by Mitchell; second by Parker; unanimously approved.

12. **Execute Contract for Security Guard Services at Diamond Bar Headquarters:** Assistant DEO/Administrative & Human Resources Bill Johnson advised staff is recommending a three-year contract for armed and unarmed headquarters security guard services with Contact Security, Inc.

Motion by Parker; second by Mitchell; unanimously approved.

13. **Execute Contracts to Implement Two Major Recommendations by Abt Associates to Enhance Socioeconomic Assessments:** DEO/Planning, Rule Development & Area Sources Philip Fine reported on staff's recommendation to award two contracts to implement socioeconomic assessments for analysis of small scale/small business impacts and to review EJ analysis methodologies.

Motion by Parker; second by Mitchell; unanimously approved.

14. **Execute Contract for Enhancement of Web-Based Annual Emissions Reporting Tool:** Assistant DEO/Planning, Rule Development & Area Sources Jill Whynot recommended approval of a contract to enhance web-based annual emissions reporting, whereupon Dr. Parker inquired how this contract might relate to the previous item for website evaluation and improvement. Ms. Whynot responded that this proposed contract involves support of the FIND program, eases data entry for the web-based reporting tool, supports the AB 2488 inventory, and forms the basis for fees. Dr. Wallerstein added that these enhancements involve the data-gathering tool, used instead of paper submittals, for information that goes into the "back-end" of the website, whereas the previously considered item was for the website's "front-end."

Moved by Parker; second by Mitchell; unanimously approved.

15. **Report of RFPs Scheduled for Release in October:** Chief Financial Officer Michael O'Kelly advised that this item requests the release of two building maintenance RFPs in the month October.

Moved by Parker; seconded by Mitchell; unanimously approved.

16. **Local Government & Small Business Assistance Advisory Group Minutes for the May 15, 2015 Meeting:** Attached for information only are the draft minutes from the May 15, 2015 meeting of the Local Government & Small Business Assistance Advisory Group.
17. **Review of the October 2, 2015 Governing Board Agenda:** There were no questions from the Committee in regard to the Governing Board Agenda.
18. **Other Business:** None.
19. **Public Comment:** None.

Meeting adjourned at 11:42 a.m.

**Attachment**

Local Government & Small Business Assistance Advisory Group Minutes from the May 15, 2015 Meeting



# South Coast Air Quality Management District

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## LOCAL GOVERNMENT & SMALL BUSINESS ASSISTANCE ADVISORY GROUP FRIDAY, MAY 15, 2015 MEETING MINUTES

### MEMBERS PRESENT:

Dennis Yates, Mayor, City of Chino and LGSBA Chairman  
Felipe Aguirre  
Paul Avila, P.B.A. & Associates  
Geoffrey Blake, Metal Finishers of Southern California/All Metals  
Rita Loof, RadTech International  
David Rothbart, Los Angeles County Sanitation District

### MEMBERS ABSENT:

Ben Benoit, Councilman, City of Wildomar and LGSBA Vice Chairman  
Todd Campbell, Clean Energy  
Maria Elena Kennedy, Kennedy Communications  
Lupe Ramos Watson, Councilmember, City of Indio

### OTHERS PRESENT:

Bob Ulloa, Board Member Assistant (*Yates*)

### SCAQMD STAFF:

Derrick J. Alatorre, Asst. Deputy Executive Officer/Public Advisor  
Philip Fine, Ph.D., Deputy Executive Officer  
Henry Hogo, Asst. Deputy Executive Officer  
Laki Tisopulos, Ph.D., P.E., Asst. Deputy Executive Officer  
Nicholas Sanchez, Senior Deputy District Counsel  
Naveen Berry, Planning & Rules Manager  
Rudy Eden, Senior Enforcement Manager  
Elaine-Joy Hills, AQ Inspector II  
Lori Langrell, Secretary  
Brian Sinajon, AQ Chemist

### Agenda Item #1 - Call to Order/Opening Remarks

Mayor Dennis Yates called the meeting to order at 1:30 p.m.

### Agenda Item #2 – Approval of March 13, 2015 Meeting Minutes/Review of Follow-Up/Action Items

Chair Yates called for approval of the March 13, 2015 meeting minutes. The Minutes were approved unanimously.

### **Agenda Item #2 – Review of Follow-Up/Action Items**

Mr. Derrick Alatorre advised there were two follow-up items from the March meeting. The first was a request for the health effects studies article mentioned by Dr. Phil Fine at the March meeting, which was emailed to the Advisory Group members on May 6, 2015. Mr. Alatorre further advised regarding the request for information pertaining to the body shops assisted in the Small Business Assistance report, where none of the body shops in the report had issues with Rule 1147.

### **Agenda Item #3 – Review of ASTM International Meeting**

Mr. Brian Sinajon provided a review of the activities and discussions held at the American Society for Testing and Materials (ASTM) International Meeting held in Canada.

Mr. Paul Avila asked if the 98 non-profit members are all chemists from different segments and disciplines, and if they focus on one issue, until everyone agrees. Mr. Sinajon replied they all know what issues they are talking about in their discussions.

Ms. Rita Loof asked why the district has the chairmanship of this committee if this is an industry group and that it's a backroom door policymaking through ASTM. Mr. Sinajon indicated as chairman he is only there to facilitate discussions, gather people for meetings, ensure correspondences are sent out to all members, it's purely administrative, with only one vote like everyone else, and it's equal.

Mr. Avila inquired regarding demographics of the members, are they young, old, or a mix. Mr. Sinajon advised it is a very mixed group, experienced to younger generation members with new perspectives, and history and wisdom received from others in the group.

Ms. Loof commented on the association's decision regarding a method encompassed in SCAQMD Rule 1130. The method in question was approved by the District after 20 years of effort and input. Ms. Loof objects to any further revisions made to the agreed upon method, especially if prompted through administrative changes.

Mr. Geoff Blake asked if this affects Method 304. Mr. Sinajon indicated no.

Mr. David Rothbart asked if ASTM is a separate entity with volunteers only. Mr. Sinajon indicated yes, and administrative oversight is there.

Mr. Avila asked if membership is for chemists only. Mr. Sinajon replied no, anyone can join.

### **Agenda Item #4 – Rule 148.1 – Oil and Gas Production Wells**

Dr. Phil Fine provided an update on proposed amended rule that seeks to address potential odor and associated exposure concerns from the operation and maintenance of oil and gas production wells.

Mr. Avila asked for an example of what would be considered sensitive receptors. Dr. Fine indicated sensitive receptors include children, senior citizens, people with compromised immune systems, and those with respiratory issues. Anywhere there is a potential for a sensitive receptor, for example schools, nursing homes, and hospitals.

Mr. Blake inquired what constitutes a confirmed odor event. Dr. Fine indicated once the complaint is received, the inspector must visit, confirm the odor, and track it to where it came from.

Mr. Avila asked if this rule is specific to oil and gas only, or would this apply to the Huy Fong Sriracha plant. Dr. Fine indicated yes this applies to oil and gas only, not applicable to Sriracha.

Mr. Blake asked if this rule applies to stripper wells, for example, those you see in a backyard, and how many stripper wells are there, approximately. Dr. Fine replied yes it applies, there are in the 300-400 range, and as far as complaints, maybe 3 to 4.

Ms. Loof asked if the rule will contain what a confirmed event is; Dr. Fine replied yes.

Mr. Avila asked Dr. Laki Tisopulos if the machines were good enough in the older wells that are pushing 100 years old, if they were to burst and contaminate the soil, would the machines be able to tell. Dr. Tisopulos indicated it is still premature technology, but the technology is improving so two to three years from now, we may be able to have sensors with that kind of sensitivity.

Mr. Rothbart inquired if having sensors is good for verifying problems, what if the public wants their own sensor. Dr. Tisopulos replied in a scenario like this that the Board felt compelled to authorize the creation of this new testing center to start testing the sensors, to evaluate the accuracy and reliability, and communicate the results back to the community the effectiveness of the sensors. Mr. Rothbart asked if a group of community members may have interest in finding some type of result that they want, would there be some kind of QA program or something that would screen out data that the district would not be in control of. Dr. Tisopulos indicated that can happen; however, we hope that the sensors are tested and be able to interpret the results. For example, if a particular sensor has an accuracy level of plus or minus 50% and the message out there says that the sensors indicate your emissions are 10% above the limits, you can say that the accuracy level is plus or minus 50%.

Mr. William Thompson indicated if the district relied on third party data to take the compliance action, which would be a negative. We would go to the lab first before any action is taken in that regard.

#### **Agenda Item #5 – Further Emission Reduction from Mobile Sources Needed to Attain Federal Air Quality Standards**

Mr. Henry Hogo presented an overview of the mobile source contribution and needed emission reductions in order to attain the federal ozone air quality standards in 2023 and 2031.

Mr. Rothbart asked as far as the 2032 inventory, is that what is projected after the rules have been in place to reduce emissions. Mr. Hogo replied yes. Mr. Rothbart asked if the source 2012 AQMP inventory just estimates what the inventory will be after we get the reductions we need, which is the 2032 inventory. Mr. Hogo replied it is the baseline emissions inventory based on projections from 2008 during the 2012 AQMP process, 2008 to 2032, taking into account growth in the region, as well as any regulations in the books today and emission reductions associated with those regulations. It's not meeting the ozone standard, it's just in the baseline.

Ms. Loof commented, that staff should consider the relationship of manufacturers moving out and goods movement increasing. Mr. Hogo responded that there are various regulatory activities that causes manufacturers to leave or come back, not only air regulations, but also land use permitting. Whatever those factors are, they are taking into account the economic projects developed by Southern California Association of Governments (SCAG) for various industries, so we have that incorporated.

Mr. Avila asked whether the State of California has an economic department that would look at the scenario of what Ms. Loof inquired, for instance what are the financial impacts of manufacturing companies leaving this area because of regulatory issues. Mr. Alatorre replied that it might be the Department of Finance that studies that, they look at the State's finance, laws that may impact government finances, and tax revenues and impacts. Mr. Avila asked if there is an interaction between the District and the State's Department of Finance, and if there is any information exchanged. Mr. Alatorre responded he was not aware of any. Mr. Hogo indicated they audit the Carl Moyer program, and all our State funded programs are audited by Department of Finance, which is the only interaction we are aware of.

Mr. Rothbart asked what further needed to be done to reach attainment as it is unlikely that everyone would switch to electric vehicles simply because of a USEPA dictate. Chair Yates indicated we are looking into seeking control of mobile polluters, if we can't regulate them, we need credit towards our goals.

Ms. Loof inquired about what the manufacturing/industrial source entailed, if it included all stationary sources in the basin. Mr. Hogo replied no and that it was a separate category and referred to the 2012 AQMP, Appendix 3, emissions are broken down by various source categories.

Mr. Avila asked if there are different measurements for new trucks built, say 2015, versus old trucks. Mr. Hogo indicated there are different emissions standards.

Mr. Blake inquired if the trucks were running on natural gas instead of diesel, what would the emissions be. Mr. Hogo indicated the number would still be the same because today's natural gas engine meets the current emission standards.

Mr. Rothbart asked what impact it has that EPA takes more time to implement a standard than we have to meet our clean air requirements. Mr. Hogo replied we would have adopted this standard four years ago. Sixteen years from now is 2031, which we are already behind, but if it's adopted early enough, and we can offer incentives, we can accelerate having 0.2 gram engines. We need to have a full package, not only the standards, but also incentive funding to help accelerate that.

Ms. Loof asked what is the time line for the Rule 9510 recommendations to the Board. Mr. Hogo indicated they are not developed yet, perhaps the 2016 AQMP will contain control measures, but in the AQMP process we may have early action items that could occur in parallel.

Mr. Avila inquired if a lot of the big trucks were purchased out of State, except for the price, and maybe sales tax, why are they purchased in Texas or Arizona. Mr. Hogo replied the number of trucks that operate in California is approximately one million, and over a half are purchased out of State. Many times the companies purchase their fleets directly from the factory.

#### **Agenda Item #6 –Monthly Report on Small Business Assistance Activities**

No comments.

#### **Agenda Item #7 - Other Business**

No comments.

**Agenda Item #7 - Public Comment**

No comments.

**Adjournment**

The meeting adjourned at 2:34 p.m.