

BOARD MEETING DATE: April 6, 2018

AGENDA NO. 17

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee held a meeting on Friday, March 9, 2018. The following is a summary of the meeting.

RECOMMENDED ACTION:
Receive and file.

Dr. William A. Burke, Chair
Administrative Committee

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Committee Members

Present: Dr. William A. Burke/Chair (videoconference), Mayor Ben Benoit/Vice Chair, Mayor Pro Tem Judith Mitchell, and Dr. Clark E. Parker, Sr. (videoconference).

Absent: None

Call to Order

Chair Burke called the meeting to order at 10:08 a.m.

DISCUSSION ITEMS:

- 1. Board Members' Concerns:** Dr. Burke inquired what is required to obtain a super charger at SCAQMD's headquarters. Mayor Benoit responded that the landowner has to buy a Tesla and send a letter to Tesla as the owner of the property. Dr. Matt Miyasato commented that it has been discussed with Tesla to get a super charger at headquarters, but the most economical and quickest strategy would be to get the adapter for the DC fast charger. Mayor Benoit stated that Tesla may put in chargers at no cost if stalls are provided Dr. Miyasato responded that it would be a more expensive option. Mr. Wayne Natri commented that he will reach out to Tesla and inform the Board of possibilities for consideration. Dr. Parker inquired about the cost of a super-charger compared to the cost of a high-efficiency charger. Dr. Parker asked if Tesla will install chargers for free if the stalls are provided, why is there a concern about

other vehicles not having the ability to charge. Mr. Nastri responded that all cars should be accommodated with our chargers.

2. **Chairman's Report of Approved Travel:** As noted on the travel report, Mayor Pro Tem Mitchell will attend the monthly CARB Board meeting as the SCAQMD Board representative in Sacramento, CA, April 25-27, 2018.
3. **Report of Approved Out-of-Country Travel:** None to report.
4. **Review April 6, 2018 Governing Board Agenda:** None to report.
5. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):** None to report.
6. **Status Report on Major Ongoing and Upcoming Projects for Information Management:** Assistant Deputy Executive Officer/Information Management Ron Moskowitz reported that Data Flow workshops are being conducted for the e-GIS project. The e-Permitting, gas station and spray booth applications are scheduled to go live by the end of March, 2018 and Phase 2 of Replace Your Ride is scheduled to go live soon as well. A Replace Your Ride demo was provided to the Bay Area AQMD and they have expressed interest in SCAQMD's system. Subsequently, staff is designing a way to make it available to potentially every district in the state. Mayor Benoit commented that he was pleased with the good work.

ACTION ITEMS:

7. **Appoint Members to Deferred Compensation Plan Committee:** Assistant Deputy Executive Officer/Administrative & Human Resources John Olvera reported that this item is to appoint new members to the SCAQMD's Deferred Compensation Plan Committee. The committee had been established to oversee the administration of the plan. Due to the departure of two members, this action is to appoint the new General Counsel Bayron Gilchrist and the Assistant Deputy Executive Officer/Finance Sujata Jain to the committee.

Moved by Mitchell; seconded by Parker, unanimously approved.

Ayes: Burke, Benoit, Mitchell, Parker
Noes: None
Absent: None

8. **Remove Various Fixed Assets from SCAQMD Inventory:** Assistant Deputy Executive Officer/Finance Sujata Jain reported that this item is to request removal of fixed assets that have become obsolete and non-operable. The

equipment were originally purchased for \$239,280.91. They are fully depreciated, with one item on the list that was stolen and eight items that were removed prior to Board authorization. The policy states that these items can only be disposed of after Board approval. Finance has conducted a training of all divisions within SCAQMD where specifically the policy that relates to the disposal of assets was discussed. Dr. Parker asked what is going to be done with the items that are being removed. Ms. Jain responded that they are surplus, auctioned, or can be used for parts. Dr. Parker inquired whether some of the computer items that are still usable can be donated to schools or to various school-related programs. Ms. Jain responded that staff would look into it.

Moved by Benoit; seconded by Mitchell, unanimously approved.

Ayes: Burke, Benoit, Mitchell, Parker

Noes: None

Absent: None

- 9. Request to Modify the California Air Resources Board Agency Membership to Home Rule Advisory Group:** Deputy Executive Officer/Planning, Rule Development & Area Sources Dr. Philip Fine reported that this item is to replace CARB's alternate member Chris Gallenstein with Johnnie Raymond on the Home Rule Advisory Group.

Moved by Mitchell; seconded by Benoit, unanimously approved.

Ayes: Burke, Benoit, Mitchell, Parker

Noes: None

Absent: None

- 10. Appropriate Funds and Execute Contract for Strategic Consulting Services:** Mr. Nastri reported that Double Nickel provides the SCAQMD with strategic advice regarding communications, outreach, and this item is to ensure that there are funds in place for the executed contract. At the March Board meeting, there was some concern with regard to lobbying. Mr. Gilchrist reported that the SCAQMD will ensure that the work is for strategic advice only, and not meeting with any members of the legislature. Public Member Harvey Eder inquired if this would apply to lobbyists. Mr. Nastri responded this contract only applies to Double Nickel.

Moved by Parker; seconded by Mitchell, unanimously approved.

Ayes: Burke, Benoit, Mitchell, Parker

Noes: None

Absent: None

WRITTEN REPORT:

11. **Local Government & Small Business Assistance Advisory Group Minutes for the December 8, 2017 Meeting:** Mr. Nastri reported that this item is a written report.

OPEN SESSION:

12. **Approve Amendment to the Executive Management Agreement with the General Counsel:** Mr. Olvera reported that this item relates to the Executive Management agreement with the General Counsel which includes a provision that allows Mr. Gilchrist to accrue compensatory time for overtime subject to the policy applicable to management employees. The agreement also allows the General Counsel to sell back up to 60 hours of comp time each year. At the time of agreement approval, the Board directed staff to look into whether this provision has been applied previously and whether the compensatory time should be reflected as salary. Previous General Counsel Agreements have included this provision; however, the previous and current Executive Officer agreements state that the Executive Officer is excluded from the comp time policy for management employees. Staff recommended that the General Counsel's agreement be made consistent with the Executive Officer's terms as to this particular issue. In consideration of removing the compensatory time provision, this action will also increase the General Counsel's base salary by an amount equivalent to the sellback of 60 hours of compensatory time and given the nature and the extent of the General Counsel's responsibilities, it is reasonably anticipated that this sellback would have occurred on an annual basis. The General Counsel's new base salary would be \$208,531.

Moved by Mitchell; seconded by Benoit, unanimously approved.

Ayes: Burke, Benoit, Mitchell, Parker
Noes: None
Absent: None

CLOSED SESSION:

13. **Conference with Negotiators regarding Compensation:** Ms. Barbara Baird reported that this item was placed on the agenda in the event the committee wanted to go into Closed Session on the previous issue, but is now unnecessary since the committee has taken a vote on that issue.

OTHER MATTERS:

14. **Other Business:** There was no other business.
15. **Public Comment Period:** Ms. Susan Stark of Andeavor commented with regards to Agenda Item #4 of the April Board agenda (Set Hearing for Rule 1146). It was announced at the Working Group meeting, that the 1146 rules would actually be scheduled for hearing in June.

Mayor Pro Tem Mitchell moved to remove Agenda Item #4 Set Hearing for Rule 1146 from the April Board agenda; seconded by Benoit, unanimously approved.

Ayes: Burke, Benoit, Mitchell, Parker
Noes: None
Absent: None

16. **Next Meeting Date**
The next regular Administrative Committee meeting is scheduled for April 13, 2018 at 10:00 a.m.

Adjournment

The meeting adjourned at 10:32 a.m.

Attachment

Local Government & Small Business Assistance Advisory Group Minutes for the December 8, 2017 Meeting



South Coast Air Quality Management District

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LOCAL GOVERNMENT & SMALL BUSINESS ASSISTANCE ADVISORY GROUP FRIDAY, DECEMBER 8, 2017 MEETING MINUTES

MEMBERS PRESENT:

Ben Benoit, Mayor Pro Tem, City of Wildomar and LGSBA Chairman
Felipe Aguirre
Rachelle Arizmendi, Mayor Pro Tempore, City of Sierra Madre
Paul Avila, P.B.A. & Associates
Geoffrey Blake, Metal Finishers of Southern California
LaVaughn Daniel, DancoEN
John DeWitt, JE DeWitt, Inc.
Bill LaMarr, California Small Business Alliance
Rita Loof, RadTech International
Eddie Marquez, Paramount Petroleum
David Rothbart, Los Angeles County Sanitation District

MEMBERS ABSENT:

Janice Rutherford, Supervisor, Second District, San Bernardino County
Todd Campbell, Clean Energy
Maria Elena Kennedy, Kennedy Communications
Cynthia Moran, Council Member, City of Chino Hills

OTHERS PRESENT:

Ruthanne Taylor-Berger, Board Member Consultant (*Benoit*)
David Czmanske, Board Member Consultant (*Cacciotti*)

SCAQMD STAFF:

Derrick Alatorre, Deputy Executive Officer
Fabian Wesson, Asst. Deputy Executive Officer/Public Advisor
Nancy Feldman, Principal Deputy District Counsel
Elaine-Joy Hills, AQ Inspector II
Lori Langrell, Secretary
De Groeneveld, Sr. Information Technology Specialist

Agenda Item #1 - Call to Order/Opening Remarks

Chair Ben Benoit called the meeting to order at 12:03 p.m.

Mr. Paul Avila indicated he attended the December 2, 2017 Environmental Justice Conference, and asked about the overall outcome. Mr. Derrick Alatorre indicated the event was a success, although there were less attendees, and possibly the change of day/date may have been the cause of the lower

attendance. On a positive note, more school-aged children were able to attend as the event was not on a school day.

Agenda Item #2 – Approval of November 9, 2017 Meeting Minutes/Review of Follow-Up/Action Items

Chair Benoit called for approval of the November 9, 2017 meeting minutes. The minutes were approved unanimously.

Agenda Item #3 – Follow Up/Action Items

Mr. Alatorre indicated the request for a presentation on the AQMP facility modernization white paper would be presented to the group after the matter goes to the Board in 2018.

Agenda Item #4 – Local Government & Small Business Assistance Advisory Group 2017 Accomplishments/2018 Goals & Objectives

Mr. Alatorre presented the 2017 Accomplishments/2018 Goals & Objectives to the group for input and comments.

Mr. John DeWitt inquired about measuring actual results against real cost. Mr. David Rothbart further asked if the group could pick a rule, and look over what the predicted versus actual result was, for example, for Rule 1110.2. Mr. Bill LaMarr also indicated that he would like to be able to look back at a rule to see if the rule accomplished what it was set out to do. Ms. Nancy Feldman replied that it is difficult to determine and separate out the actual cost by the company. In most instances, a company will do multiple upgrades at once to save overall costs, and, therefore, makes it challenging to pinpoint the actual cost of the emission reduction equipment or new control technology. Mr. LaMarr suggested having some sort of focus group.

Ms. Rita Loof commented that after attending the Rule 1469 workshop, in the move away from toxic emissions, we should look at what we want to convert. The focus is on toxic emissions, and alternatives should be explored, such as financial assistance and incentives. We should look outside of just mobile sources, partner with the business community, and keep the economy in the basin. Ms. Loof suggested that perhaps we can focus on an approach, and outreach to the business community as well as the environmental justice community.

Mr. John DeWitt commented that we should place an emphasis on item 15, Assembly Bill 617, in the Goals and Objectives. Mr. Alatorre replied that this is the law, we must implement it, but at the same time, it is costly and we will be able to monitor two communities at a time, at the most. Mr. Rothbart further asked if there has been any feedback from CARB. Mr. Alatorre responded that staff conducts monthly calls with CARB so there is participation by them.

Mr. Paul Avila requested for a presentation on climate credits, a Cap & Trade 101.

Mr. Bill LaMarr asked that updates on Mates V be presented when appropriate.

Agenda Item #5 –Monthly Report on Small Business Assistance Activities

No comments.

Agenda Item #6 - Other Business

No other business.

Agenda Item #7 - Public Comment

No comments.

Agenda Item #8 – Next Meeting Date

The next regular Local Government & Small Business Assistance Advisory Group meeting is scheduled for Friday, January 12, 2018 at 11:30 a.m.

Adjournment

The meeting adjourned at 12:45 p.m.