

BOARD MEETING DATE: June 1, 2018

AGENDA NO. 17A

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee held a special meeting on Friday, May 11, 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, Mayor Ben Benoit/Vice Chair, and Dr. Clark E. Parker, Sr.

Absent: Mayor Pro Tem Judith Mitchell

Call to Order

Chair Burke called the meeting to order at 11:22 a.m.

DISCUSSION ITEMS:

1. **Board Members' Concerns:** None to report.
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, May 24-25, 2018.
3. **Report of Approved Out-of-Country Travel:** As noted on the out-of-country travel report, Dr. Andrea Polidori will be providing an overview of air quality in Southern California at the State Department's Air Quality Awareness Week conference, in Paris, France, May 31-June 6, 2018.
4. **Review June 1, 2018 Governing Board Agenda:** No comments 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 the Information Management projects are progressing. The online spray booth permitting system is going live soon and the gas station application will be going live shortly thereafter. The building fiber network cable is being upgraded and will be completed in a few weeks. The EGIS open data portal will be going live on May 30, 2018. Dr. Parker inquired if the cable and copper wires being removed is being replaced with fiber. Mr. Moskowitz stated that older fiber is being replaced by new fiber because the old fiber had some breaks causing network issues and the new fiber will provide faster network access. Dr. Parker inquired about the type of fiber that will be used. Mr. Moskowitz responded that there is still CAT 5 and CAT 6 in the building, but the fiber is a glass type of network. Dr. Burke inquired about the bandwidth. Mr. Moskowitz responded the bandwidth will be increased with the fiber upgrade which will significantly improve the speed of information going in and out of the building.

ACTION ITEMS:

7. **Recognize Revenue for AB 617 Implementation:** Chief Operating Officer Jill Whynot reported that in January the Board recognized \$10.7 million from CARB for implementing AB 617, but there is actually \$10.8 million available. This item is to recognize and appropriate the additional \$100,000.

Moved by Benoit; seconded by Parker, unanimously approved.

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

8. **Execute Contracts to Implement Recommendations to Enhance Socioeconomic Assessments for AQMP:** Deputy Executive Officer/Planning, Rule Development & Area Sources Dr. Philip Fine reported that this item is to execute two contracts to enhance socioeconomic assessments for future AQMPs, which is the last piece in implementing the recommendations of the review that was completed several years ago.

Moved by Benoit; seconded by Parker, unanimously approved.

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

9. **Recommendation to Appoint Member to SCAQMD Home Rule Advisory Group:** Dr. Fine reported that this item is being submitted to request the concurrence of the Committee to appoint Mayor Benoit as Vice Chair to the Home Rule Advisory Group.

Moved by Parker; seconded by Benoit, unanimously approved.

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

10. **Establish Special Revenue Fund, Recognize Revenue, and Issue Solicitations and Purchase Orders for Community Air Monitoring Stations Near Petroleum Refineries:** Assistant Deputy Executive Officer/Science & Technology Advancement Dr. Jason Low reported that in December 2017, the Board approved Rule 1180, and this item is to recognize and create a special revenue fund for the initial \$7.5 million for the community monitoring aspect of the rule and also to provide funding for the computer servers for data telemetry. Dr. Parker inquired about the average cost per monitor and how many monitors were to be used. Dr. Low responded that the ongoing cost is \$4.3 million per year for all of the community monitoring, which will be reviewed every three years. Approximately 10-11 air monitoring stations will be added as part of the community air monitoring for the six refineries identified.

Moved by Benoit; seconded by Parker, unanimously approved.

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

11. **Execute a Contract for Removal and Replacement of Parking Structure Waterproof Coating:** Assistant Deputy Executive Officer/Administrative & Human Resources John Olvera reported that this item is to approve a contract to implement a project to resurface the upper deck of the SCAQMD's parking structure. The contractor was selected through an RFP process and was rated the best qualified and submitted the best cost proposal. Accordingly, the proposal is to authorize a contract with Kitson Contracting in the amount of \$334,400 for this project. Mayor Benoit inquired if this was a budgeted item. Mr. Olvera stated that this item was included in the FY 2018-19 Budget.

Moved by Benoit; seconded by Parker, unanimously approved.

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

OTHER MATTERS:

12. Other Business:

There was no other business.

13. Public Comment Period:

There were no public comments.

14. Next Meeting Date

The next regular Administrative Committee meeting is scheduled for June 8, 2018 at 10:00 a.m.

Adjournment

The meeting adjourned at 11:31 a.m.