

BOARD MEETING DATE: March 6, 2020

AGENDA NO. 21

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee held a meeting on Friday, February 14, 2020. The following is a summary of the meeting.

RECOMMENDED ACTION:  
Receive and file.

Dr. William A. Burke, Chair  
Administrative Committee

nv

---

### **Committee Members**

Present: Dr. William A. Burke/Chair (videoconference)  
Council Member Ben Benoit/Vice Chair (videoconference)  
Council Member Michael Cacciotti (videoconference)

Absent: Council Member Judith Mitchell

### **Call to Order**

Chair Burke called the meeting to order at 10:00 a.m.

### **DISCUSSION ITEMS:**

1. **Board Members' Concerns:** None to report.
2. **Chairman's Report of Approved Travel:** As noted on the travel report, Council Member Joe Buscaino will attend the National League of Cities, Energy, Environment & Natural Resources Committee as it relates to air quality on behalf of the South Coast AQMD in Washington, D.C. on March 7-11, 2020.
3. **Report of Approved Out-of-Country Travel:** None to report.
4. **Review March 6, 2020 Governing Board Agenda:** None to report.
5. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):** Barbara Baird, Chief Deputy Counsel, reported that cost reallocation was

assigned to the following existing Board Consultants: Ruthanne Taylor-Berger, Dan York, Thomas Gross, Mark Taylor, Andrew Silva and Matthew Holder. In addition, Council Member Benoit selected an additional Board Consultant, Tricia Almiron.

Moved by Benoit; seconded by Cacciotti, unanimously approved.

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

**ACTION ITEM:**

6. **Execute Contract for Independent Audit Services for FYs Ending June 30, 2020, 2021, and 2022:** Sujata Jain, Deputy Executive Officer/Chief Financial Officer, reported that the Board approved issuance of an RFP for independent financial audit services. Two proposals were submitted. BCA Watson Rice, LLP and Simpson & Simpson CPAs provided presentations to the committee for consideration. Council Member Cacciotti inquired if BCA Watson Rice, LLP has ever been disciplined by the California Board of Accountancy. Ms. Helen Chu responded that her company is in good standing. Council Member Benoit inquired if they are looking into ensuring that public notifications are being accurately done. Ms. Chu responded it is part of their procedures.

Council Member Caccotti inquired if Simpson & Simpson CPAs have ever uncovered fraud, unprofessional conduct or negligence and if yes, how was it handled? Mr. Joe Moussa responded that his company has not seen fraud or negligence too often. They have situations where a company doesn't know rules and regulations or doesn't follow internal controls. In those cases, his company will provide input in the form of management letters to provide guidance on how to follow policies. Dr. Burke inquired if Simpson & Simpson has been sold since the last audit. Mr. Moussa responded the owners have remained, but they have reorganized the audit team. Harvey Eder, Public Solar Power Coalition, provided public comment on fossil fuels.

The Administrative Committee selected BCA Watson Rice, LLP.

Moved by Burke; seconded by Benoit, unanimously approved.

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

**DISCUSSION ITEMS:**

7. **Status Report on Major Ongoing and Upcoming Projects for Information Management:** Ron Moskowitz, Chief Information Officer/Information

Management reported that the Spanish mobile application recently went live and has increased to 1,000 new installs. Three weeks of user training on the newly developed legal system has begun. Staff is working on displaying the public speaker timer on the video wall. Dr. Burke would like a switch to give a Board Member an option to keep the microphone on beyond the allotted time period. Mr. Moskowitz responded that it is being researched. Dr. Burke inquired as to updating the audio-visual system in the auditorium. Mr. Moskowitz responded that staff can look into modernizing the system and develop proposals. Mr. Eder provided public comment regarding the ACLU and expressed concerns about benzene and natural gas.

8. **South Coast AQMD's FY 2019-20 Second Quarter ended December 31, 2019 Budget vs. Actual (Unaudited):** Sujata Jain provided a summary of the budget vs. actual and then displayed some comparisons for revenue and expenditures, and a five-year projection. Dr. Burke inquired whether penalty funds are in the General Fund or in a separate account. Ms. Jain responded that money for collected penalties go to the General Fund. Ms. Baird stated that there have been individual special accounts for large penalties.

**ACTION ITEMS:**

9. **Report of RFPs Scheduled for Release in March:** Sujata Jain reported that this item is to release two RFPs, 1) consultant services for Deferred Compensation Plan; and 2) Health Insurance Brokerage services.

Moved by Cacciotti; seconded by Benoit, unanimously approved.

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

10. **Appropriate Funds and Amend Contract for Consultant Services for South Coast AQMD's Why Healthy Air Matters High School Program:** Derrick Alatorre, Deputy Executive Officer, Legislative, Public Affairs & Media reported that the Board approved the implementation of an air quality education program at 100 high schools in environmental justice communities. The Lee Andrews Group was contracted to support implementation. The contract with the Lee Andrews Group expires on April 17, 2020 and staff recommends a one-year contract extension. Dr. Burke stated that he has received complimentary comments regarding this program. Council Member Cacciotti is very supportive of this program but would like staff to take a short video on how they are implementing the curriculum. Mr. Eder provided public comment stating that climate change should be discussed in the school system. He also expressed concerns about natural gas.

Moved by Cacciotti; seconded by Benoit, unanimously approved.

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

11. **Issue Purchase Order to Promote “The Right to Breathe” Video:** Derrick Alatorre reported that this item is to add \$500,000 to the Google AdWords campaign for 12 months to promote the “The Right to Breathe” video. The funding will come from the BP ARCO settlement fund. Mr. Eder provided public comment regarding climate change. He recommended that climate change impacts and premature deaths be added to the video. He suggested using penalty money to help small businesses and advocated for use of solar power.

Moved by Benoit; seconded by Cacciotti, unanimously approved.

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

#### **WRITTEN REPORTS:**

12. **Local Government & Small Business Assistance Advisory Group Minutes for the December 13, 2019 Meeting:** Mr. Alatorre reported that this item is a written report.
13. **Environmental Justice Advisory Group Minutes for the October 25, 2019 Meeting:** Mr. Alatorre reported that this item is a written report.

#### **OTHER MATTERS:**

14. **Other Business:** None.
15. **Public Comment:** Mr. Eder commented on the Solar New Deal.
16. **Next Meeting Date:** The next regular Administrative Committee meeting is scheduled for March 13, 2020 at 10:00 a.m.

#### **Adjournment**

The meeting adjourned at 11:19 a.m.

#### **Attachments**

Local Government & Small Business Assistance Advisory Group Minutes for the December 13, 2019 meeting

Environmental Justice Advisory Group Minutes for the October 25, 2019 meeting



# South Coast Air Quality Management District

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

## LOCAL GOVERNMENT & SMALL BUSINESS ASSISTANCE ADVISORY GROUP FRIDAY, DECEMBER 13, 2019 MEETING MINUTES

### **MEMBERS PRESENT:**

Council Member Ben Benoit, LGSBA Chairman (Board Member)  
Supervisor Janice Rutherford (Board Member)  
Felipe Aguirre  
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, Roofing Contractors Association  
David Rothbart, Los Angeles County Sanitation Districts

### **MEMBERS ABSENT:**

Supervisor V. Manuel Perez (Board Member)  
Mayor Pro Tempore Rachelle Arizmendi, City of Sierra Madre  
Todd Campbell, Clean Energy  
Mayor Cynthia Moran, City of Chino Hills  
Council Member Carlos Rodriguez, City of Yorba Linda

### **OTHERS PRESENT:**

Tom Gross, Board Member Consultant (*Benoit*)

### **SOUTH COAST AQMD STAFF:**

Derrick Alatorre, Deputy Executive Officer  
Fabian Wesson, Asst. Deputy Executive Officer/Public Advisor  
Nancy Feldman, Principal Deputy District Counsel  
De Groeneveld, Sr. Information Technology Specialist  
Elaine-Joy Hills, Air Quality Specialist

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

Chair Ben Benoit called the meeting to order at 11:36 a.m.

### **Agenda Item #2 – Approval of November 8, 2019 Meeting Minutes/Review of Follow-Up/Action Items**

Chair Benoit called for approval of the November 8, 2019 meeting minutes. The minutes were approved unanimously.

### **Agenda Item #3 – Review of Follow Up/Action Items**

Mr. Derrick Alatorre provided a response to the action item from the previous meeting, and indicated that information regarding the VW mitigation program was emailed to the members along with the agenda packet.

### **Agenda Item #4 – Approval of Local Government & Small Business Assistance Advisory Group 2019 Accomplishments and 2020 Goals & Objectives**

Mr. Alatorre presented and requested approval of the 2019 Accomplishments and for items to be included in the 2020 Goals & Objectives.

Ms. Rita Loof requested for a more specific procedure on how LGSBA Advisory Group will express its sentiments and include it in the Goals and Objectives. Mr. Alatorre responded that in the previous meeting, Ms. Nancy Feldman provided information regarding what the group is authorized to do, and how Council Member Rodriguez expressed interest in having the group to be able to provide a letter to the Governing Board regarding support of the public on issues with Rule 1403. Staff is unable to draft the letter; however, the group can provide one. Ms. Loof requested that the procedures be specified and memorialized in a document for reference purposes. Chair Benoit suggested that the request be included in a formal document for future member use. Mr. Alatorre stated that he will discuss making amendments to the charter with Ms. Feldman, and Chair Benoit indicated that the amended charter will have to be approved by the Governing Board.

*Action Item #1: Amend LGSBA charter to include procedures for expressing members' sentiments.*

Mr. David Rothbart indicated that there are two items that will impact businesses and air districts that the California Air Resources Board (CARB) is working on. CARB plans on expanding the list of constituents in Assembly Bill (AB) 2588, which may impact permittees. The other subject matter is CARB's Criteria Pollutant & Toxic Emissions Reporting (CTR) Program. Mr. Rothbart commented that both of these efforts overlap, and recommended discussion on the potential impacts to businesses or any permittee related to these items be included in the 2020 Goals and Objectives.

Mr. Bill LaMarr commented that advisory groups would communicate with their sponsoring committees, but not circumvent the committees to the full Governing Board. Therefore, recommended not to bypass the committee sponsoring LGSBA.

Mr. John DeWitt inquired if it is possible to measure, through the Multiple Air Toxics Exposure Study (MATES) program and do an independent survey of the real cost of the various rules and regulations, and their actual impact on the air versus computer programs. Mr. Alatorre will talk to staff and determine if that is possible. If so, this topic will be included in the 2020 Goals and Objectives. Mr.

DeWitt stated that when you do a budget on performance goals, if you're not measuring the results against the cost, there will be challenges along the road. Mr. Alatorre indicated that when a new rule is developed, a socioeconomic study is completed. Mr. DeWitt commented he is aware of the study; however, analyses of the results are not completed after the fact. Mr. Alatorre replied that the South Coast Basin is in severe nonattainment, we do have a long way to go, and concurred that it will be costly.

*Action Item #2: Discuss with staff the possibility of measuring real cost of various rules and regulations and actual impacts through MATES program and independent survey.*

Mr. LaMarr stated that staff asserts that the adoption of a rule will result in a specified emissions reduction. However, there has not been a retrospective analysis on whether the rule has achieved the reduction goals. Emissions are going down, which are attributable to all the rules. As we get lower and lower, it becomes more costly. Mr. LaMarr commented that there should be an effort, in concert with regulated sources, on how it can be done as socioeconomic studies are just projections. Mr. LaMarr further requested a discussion on a "look back" analysis on some rules. Mr. Alatorre reiterated that we are in severe nonattainment, and the last thing we want is to be mandated by federal government.

Supervisor Janice Rutherford requested to add two subpoints to #1 of the 2020 Goals and Objectives: 1. an update to the 2016 Air Quality Management Plan (AQMP) and development of the 2022 AQMP; and 2. Progress in meeting the 2023 attainment deadline, with a subpoint on the contingency plan adopted by the Governing Board, specifically on the Federal challenges.

Ms. Loof expressed support for comments made by Mr. DeWitt and Mr. LaMarr and analyze "bang for your buck."

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

No comments.

**Agenda Item #6 - Other Business**

No other business discussed.

**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 17, 2020 at 11:30 a.m.

**Adjournment**

The meeting adjourned at 11:55 p.m.



# South Coast Air Quality Management District



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

## **ENVIRONMENTAL JUSTICE ADVISORY GROUP FRIDAY, OCTOBER 25, 2019 MEETING MINUTES**

### **MEMBERS PRESENT:**

Rhetta Alexander, Valley Interfaith Council  
Dr. Lawrence Beeson, Loma Linda University, School of Public Health  
Suzanne Bilodeau, Knott's Berry Farm  
Kerry Doi, Pacific Asian Consortium in Employment  
Dr. Afif El-Hasan, American Lung Association  
Mary Figueroa, Riverside Community College  
Humberto Lugo, Community Member  
Daniel Morales, National Alliance for Human Rights  
David McNeill, Baldwin Hills Conservancy  
Rafael Yanez, Member of the Public  
Donald Smith, 136th Street Block Club

### **MEMBERS ABSENT:**

Ben Benoit, South Coast AQMD Governing Board Member  
Manuel Arredondo, Coachella Valley School District, Retiree  
Paul Choe, Korean Drycleaners & Laundry Association  
Myron Hale, SLMQM  
Dr. Monique Hernandez, California State University, Los Angeles  
Dr. Jill Johnston, University of Southern California  
Maria Elena Kennedy, Quail Valley Task Force  
Evelyn Knight, Long Beach Economic Development Commission  
Angelo Logan, Occidental College & East Yard Communities for Environmental Justice

### **SOUTH COAST AQMD STAFF:**

Fabian R. Wesson, Assistant Deputy Executive Officer/Public Advisor  
Nancy Feldman, Principal Deputy District Counsel  
Dr. Jo Kay Ghosh, Health Effects Officer  
Alicia A. Rodriguez, Senior Public Information Specialist  
Gina Triviso, Senior Public Information Specialist  
Stephano Padilla, Staff Assistant  
Daniei Brown, Career Development Intern

**Agenda Item #1: Call to Order/Opening Remarks**

Fabian Wesson called the meeting to order at 12:01 p.m.

**Agenda Item #2: Approval of July 26, 2019 Meeting Minutes**

Mary Figueroa moved to approve the July 26, 2019 meeting minutes. Daniel Morales seconded the motion. The minutes were approved unanimously.

**Agenda Item #3: Review of Follow-Up/Action Items**

There were no follow-up items from the previous meeting

**Agenda Item #4: AB 617 Updates**

Gina Triviso presented updates on AB 617 implementation in the three communities within the South Coast Air Basin.

Rheta Alexander asked how results are measured and when can the community expect to see a report. Ms. Triviso explained that results will vary per community. Year 1 communities will meet quarterly for the next five years to discuss improvements, data, and continue to gather feedback from the selected communities. Dr. Jo Kay Ghosh confirmed the timeline and explained that a major part of these plans is diesel reduction. Dr. Ghosh explained that Year 2 communities are awaiting California Air Resources Board (CARB) approval. In the meantime, South Coast AQMD has begun monitoring within the communities and conducting idling truck sweeps.

David McNeill asked why the South Los Angeles areas were denied Year 1 status by CARB. Dr. Ghosh explained that there were many community submissions for Year 1 and only ten communities across the state were awarded funding.

Humberto Lugo commented that there can be more inter-agency cooperation for community sweeps of idling trucks.

Rafael Yanez suggested that the next inter-agency task force meeting should include a discussion about providing additional regulatory efforts. He expressed that agencies should be proactive in addressing community concerns.

Kerry Doi asked if South Coast AQMD has goals for each cycle of the AB 617 Program. Dr. Ghosh explained that the Community Emission Reduction Plans have specific timelines and goals, such as amending emissions rules.

Ms. Alexander asked if heavy-duty diesel trucks were found as a major source of pollution, how the community would switch to low emitting trucks. Dr. Ghosh explained that South Coast AQMD has incentive programs for fleets to replace their trucks with newer, lower-emission vehicles. Mr. Yanez mentioned that there should be enforcement measures along with incentive programs.

### **Agenda Item #5: Overview of Environmental Justice Conference**

Alicia Rodriguez provided an overview of South Coast AQMD's 5<sup>th</sup> Annual Environmental Justice Conference on September 12, 2019.

Ms. Alexander asked if the conference led to any progressive solutions. Ms. Rodriguez confirmed that attendees shared progressive ideas and opportunities for future collaboration. She also stressed the importance of finding solutions to the global climate crisis.

Ms. Figueroa asked if there are plans to host the conference in the Inland Empire. Ms. Wesson replied that she liked the idea of moving it around in order to include those that needed to be there. She added that there are facilities in Riverside that can host the conference as well.

Mr. McNeill asked if the "Estamos Aqui: A Community Documentary" was available and where. Ms. Rodriguez stated that it was a private screening but that there was a two-minute trailer available and would send the link.

**ACTION ITEM:** E-mail Advisory Group the link to the documentary trailer.

Mr. McNeill requested that future conferences be located near public transportation. He asked if agencies or companies sponsored the conference and if notes from the break-out sessions can be shared with the group. Ms. Rodriguez confirmed that session notes will be shared with the group.

**ACTION ITEM:** Share with Advisory Group conference break-out session notes.

Mr. Yanez recommended Ontario for next year's conference. He noted that break-out sessions need more time.

Ms. Figueroa asked Mr. Yanez to define community science. Mr. Yanez provided a brief description and his experience as a community scientist. Ms. Rodriguez added that an overview of community science will be shared with the group.

**ACTION ITEM:** Agendize community science overview.

### **Agenda Item #6: Member Updates**

Dr. Lawrence Beeson shared that several Loma Linda University students are studying long-term effects of ambient air pollution.

Mr. Morales shared that University of California, Riverside received a \$16 million grant from the National Institutes of Health (NIH) to study dust issues in Coachella.

Donald Smith stated his community has been focused on the effects of particle pollution on street and road disintegration in the City of Compton.

Mr. McNeill informed the Advisory Group that the comment period opened for Baldwin Hills Community Standard District. He further stated he is working with CARB to coordinate community meetings for their Study of Neighborhood Air near Petroleum Sources focused on installing monitoring units to gather data in Baldwin Hills and other cities throughout the state.

Mr. Yanez shared that he is working with the City of Los Angeles to address street sweeping issues in Boyle Heights.

**Agenda Item #7 - Other Business**

There was no other business.

**Agenda Item #8- Public Comment**

There was no public comment.

**Agenda Item #9: Next Meeting Date**

The next regular EJAG meeting is scheduled for Friday, January 24, 2020 at 12:00 pm.

**Adjournment**

The meeting was adjourned at 1:30 pm.