

BOARD MEETING DATE: April 2, 2021

AGENDA NO. 17

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee held a meeting remotely, Friday, March 12, 2021. The following is a summary of the meeting.

RECOMMENDED ACTION:
Receive and file.

Dr. William A. Burke, Chair
Administrative Committee

drw

Committee Members

Present: Dr. William A. Burke, Chair (videoconference)
Mayor Pro Tem Ben Benoit/Vice Chair (videoconference)
Mayor Pro Tem Michael Cacciotti (videoconference)

Call to Order

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

DISCUSSION ITEMS:

1. **Board Members' Concerns:** There were no concerns to report.
2. **Chairman's Report of Approved Travel:** There was no travel to report.
3. **Report of Approved Out-of-Country Travel:** There was no travel to report.
4. **Review April 2, 2021 Governing Board Agenda:** There were no comments to report.
5. **Approval of Compensation for Board Member Assistant(s)/ Consultant(s):** The contract for Vice Mayor Richardson's Board Consultant

Matthew Hamlett was amended as additional Board Committee assignments were given to Vice Mayor Richardson.

Moved by Benoit; seconded by Cacciotti, unanimously approved.

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

6. **Update on South Coast AQMD Inclusion, Diversity and Equity Efforts:** Anissa (Cessa) Heard-Johnson, Diversity, Equity & Inclusion Officer (DEIO), provided a summary of diversity, equity and inclusion efforts. Two events were held last month: a Lunar New Year Celebration which included 188 participants, and an African American Heritage Month Commemoration which included 255 participants. There will be an upcoming event, Nowruz-Persian New Year, with a date to be determined. Revisions will be made to the current Administrative Code in the following areas: location and accessibility of the document on the web, procedural updates and language issues within the document A strikeout/underline version will be provided for the May Administrative Committee and to the full Board at its June meeting.
7. **Budget and Economic Outlook Update:** Jill Whynot, Chief Operating Officer, reported that information on impacts of the pandemic on minority and small businesses will be presented at the next Board meeting. Permit applications continue to be lower. Dr. Burke commented that the new Stimulus package will have funds available to small businesses which may improve the number of permit applications received. Vice Chair Benoit added that the package also included money for local cities and special districts as well, and asked Mr. Nastri if he was aware of any federal funds available to the South Coast AQMD. Mr. Nastri responded that the South Coast AQMD is eligible under special districts and that our DC lobbyists are diligently working on this effort. The state would have to disperse the funds so we will have to make sure that we work with our state officials.
8. **Status Report on Major Ongoing and Upcoming Projects for Information Management:** Ron Moskowitz, Chief Information Officer/Information Management, reported the development of the electronic invoice payment system has been completed for the Replace Your Ride, EV charger and lawnmower incentive programs. The Affordable Care Act processing for Tax Year 2020 has been completed and the 1095-C forms were furnished to staff prior to the March 2, 2021 deadline. Our mobile appl has over 44,000 installations and the remaining projects are on track.

ACTION ITEMS:

9. **Transfer and Appropriate Funds and Execute Contracts for Short- and Long-Term Systems Development, Maintenance and Support Services:**

Mr. Moskowitz reported that this action is to transfer appropriate funds and execute contract for systems development, maintenance, and support services. The funds are available in the budget.

Moved by Benoit; seconded by Cacciotti, unanimously approved.

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

Supervisor Rutherford was appointed to the Administrative Committee at 10:18 a.m.

10. **Execute Contract for Biennial Audit of Motor Vehicle Registration Revenues for FYs 2017-18 and 2018-19:** Sujata Jain, Chief Financial Officer/Finance reported that this item is to execute a contract with the audit firm BC Watson Rice, CPA for the biennial audit of the DMV fees that we collect from motor vehicle registration. The two years under audit will be FYs 2017-18 and 2018-19 for a total cost not to exceed \$100,800 which will include local governments, MSRC and South Coast AQMD. Dr. Burke asked if they are the same auditors who have been used previously by South Coast AQMD. Ms. Jain responded yes, they are also our financial auditors.

Moved by Cacciotti; seconded by Benoit, unanimously approved.

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

WRITTEN REPORTS:

11. **Local Government & Small Business Assistance Advisory Group Minutes for the January 15, 2021:** The report was acknowledged and received.
12. **Environmental Justice Advisory Group Minutes for the October 23, 2020 Meeting:** The report was acknowledged and received.

OTHER MATTERS:

13. **Other Business:** There was no other business to report.
14. **Public Comment:** Mr. Ian Stewart, President of Rail Propulsion Systems, thanked Dr. Burke for his years of service on the Board. He suggested with the federal and state funding becoming available soon, that a team be established to address how to allocate those funds towards zero emissions

and near zero emissions locomotives. Mayor Pro Tem Cacciotti commented that he has seen the all electric locomotive powered by recycled Tesla batteries. He stated that reducing locomotive emissions is a top priority for many AB 617 Community Steering Committees. Mr. Harvey Eder referred to the history of batteries and their cost. Mr. Samuel Kang discussed his partnership with RPS and BYD, and they are finding alternatives methods to electrify and produce clean air for all switches and locomotives. Mr. Dan Mabe commended Dr. Burke on his work. He will send in a presentation in response to the interest expressed by Vice Chair Benoit regarding certification for the lawn and garden workforce. This item will be agendized for either the April Administrative Committee or Technology Committee.

15. **Next Meeting Date:** The next regular Administrative Committee meeting is scheduled for April 9, 2021 at 10:00 a.m.

Adjournment

The meeting adjourned at 10:40 a.m.

Attachments

Local Government & Small Business Assistance Advisory Group Minutes for January 15, 2021

Environmental Justice Advisory Group Minutes for the October 23, 2020



South Coast Air Quality Management District

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LOCAL GOVERNMENT & SMALL BUSINESS ASSISTANCE ADVISORY GROUP FRIDAY, JANUARY 15, 2021 MEETING MINUTES

MEMBERS PRESENT:

Mayor Pro Tempore Ben Benoit, LGSBA Chairman (Board Member)
Supervisor Janice Rutherford (Board Member)
Felipe Aguirre
Mayor Rachelle Arizmendi, City of Sierra Madre
Paul Avila, P.B.A. & Associates
Geoffrey Blake, Metal Finishers of Southern California
Todd Campbell, Clean Energy
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:

LaVaughn Daniel, DancoEN

OTHERS PRESENT:

Ruthanne Taylor Berger, Board Member Consultant (*Benoit*)
Frank Cardenas, Board Member Consultant (*Cacciotti*)
Thomas Gross, Board Member Consultant (*Benoit*)
Debra Mendelsohn, Board Member Consultant (*Rutherford*)
Mark Taylor, Board Member Consultant (*Rutherford*)
Mark Abramowitz
Patty Senecal
Frank Forbes

SOUTH COAST AQMD STAFF:

Derrick Alatorre, Deputy Executive Officer
Naveen Berry, Assistant Deputy Executive Officer
Daphne Hsu, Senior Deputy District Counsel
Lisa Tanaka O'Malley, Senior Public Affairs Manager
Vicki White, Technology Implementation Manager
Scott Epstein, Ph.D., Program Supervisor
Anthony Tang, Information Technology Supervisor
Van Doan, Air Quality Specialist
Elaine-Joy Hills, Air Quality Specialist
Paul Wright, Senior Information Technology Specialist

Agenda Item #1 - Call to Order/Opening Remarks

Chair Ben Benoit called the meeting to order at 11:30 a.m.

Chair Benoit announced that the reappointment of LGSBA members was approved by the Administrative Committee.

Agenda Item #2 – Approval of December 11, 2020 Meeting Minutes/Review of Follow-Up/Action Items

Chair Benoit called for approval of the December 11, 2020 meeting minutes. The minutes were approved unanimously.

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

Mr. Alatorre provided a response to the action items from the previous meeting and indicated that Legal confirmed it is acceptable to provide information to the members and the requested information was provided on January 5, 2021. Engineering & Permitting (E&P) retrieved one policy memo regarding ultraviolet (UV) and electron beam (EB) coatings, which is publicly accessible through E&P's Permitting Policies webpage. South Coast Air Quality Management District (South Coast AQMD) currently has 108 active permits issued under permit unit codes that specifically identify UV drying. There are some limitations to the data as most codes used in E&P's database do not provide this level of detail regarding the coating materials used, and certain equipment using UV/EB under a certain amount may be exempt from a written permit. Mr. Alatorre stated that the Advisory Group may adopt formal recommendations for action by the Governing Board to be taken to the Administrative Committee. Such recommendations shall be placed on the Advisory Group's agenda and shall become effective upon a vote by no less than a quorum. The recommendation shall be presented to the Administrative Committee via a written memorandum or letter, or by presentation by an agreed upon representative of the Advisory Group.

Ms. Rita Loof asked for confirmation that an email regarding UV/EB coatings was sent on January 5, 2021. Mr. Alatorre replied yes.

Agenda Item #4 – Adoption of Local Government & Small Business Assistance Advisory Group 2020 Accomplishments and 2021 Goals & Objectives

Mr. Alatorre called for approval of the updated 2020 Accomplishments and 2021 Goals & Objectives. The item was approved unanimously.

Agenda Item #5 – Air Quality in 2020: Smog, Wildfire Smoke and Emission Changes from the COVID-19 Response

Dr. Scott Epstein provided information on the anomalous air quality measurements and evidence for the factors influencing poor air quality in 2020.

Ms. Loof referenced slide #26 regarding the 1-hour ozone standard and asked how South Coast AQMD plans to overcome this setback. Dr. Epstein indicated that the information was based on preliminary data and must wait for validation and that the question would be better answered by Dr. Philip Fine or Dr. Sarah Rees. Dr. Epstein suggested that staff provide a more comprehensive response later, to which Ms. Loof agreed.

Action item: Provide information on how South Coast AQMD plans to attain the 1-hour ozone standard.

Mr. Bill LaMarr stated that based on the presentation, nonattainment of one pollutant and problems with others were due to exceptional events. Mr. LaMarr indicated that events, such as the pandemic, droughts, and wildfire, are beyond the control of South Coast AQMD and asked if there is anything the business community could do to provide support. Dr. Epstein indicated that the Environmental Protection Agency (EPA) does not consider drought, abnormal weather and possibly the pandemic as exceptional events, but does consider wildfires. If the data for days which wildfires occurred were excluded, South Coast AQMD would still be in nonattainment with the 1-hour ozone standard; however, the 24-hour particulate matter (PM_{2.5}) standard could be attained. As for how the business community could help, public participation, feedback, and suggestions during demonstrations are beneficial. Mr. LaMarr commented on restaurant business operations during the pandemic. Dr. Epstein clarified that his previous response was to explain how the business community could help in demonstrating to EPA what data should be excluded due to exceptional events. During the public process of writing the events and making demonstrations to EPA that certain events are exceptional, the business or any community could help by participating and providing the strongest evidence that the events were exceptional and meet the EPA definition.

Mr. Geoffrey Blake indicated that there has been a reduction in vehicular traffic and fuel usage compared to previous years and asked how that impacts the overall picture. Dr. Epstein replied that there was an 80% reduction of light-duty vehicle traffic and 25% reduction of heavy-duty vehicle traffic resulting from the Safer-at-Home order in March. However, the reduction of heavy-duty vehicle traffic rapidly decreased to 10% and now it is back to normal. Nitrogen oxide (NO_x) levels impact ozone levels and light-duty vehicles account for 5% and on-road heavy-duty vehicles account for 35% of the overall NO_x emissions. The roads were empty of cars, but trucks were still operating; therefore, there wasn't a high reduction of NO_x as it appeared to be.

Mr. Todd Campbell commented that the 1-hour ozone standard may not be attained by 2022 and asked if South Coast AQMD would be faced with a Federal Implementation Plan (FIP) and other sanctions. Dr. Epstein deferred the question to Dr. Fine and indicated that it would trigger a plan requirement. Mr. Campbell asked if it could be fixed by an Air Quality Management Plan (AQMP) update. Dr. Epstein replied that there may be other actions needed and deferred the questions to Dr. Fine.

Chair Benoit suggested to invite Dr. Fine to the next meeting. Mr. Campbell agreed as he would also like clarification on the potential FIP requirement in 2023.

***Action item:** Invite Dr. Fine or staff to the next LGSBA meeting to address questions relating to Dr. Epstein's presentation on Air Quality in 2020: Smog, Wildfire Smoke and Emission Changes from the COVID-19 Response.*

Ms. Loof indicated that several members are on the AQMP Advisory Committee and the topic of 1-hour ozone standard were in other staff presentations and speculated that committee might be meeting soon to discuss. The industry is very concerned as one of the remedies includes stationary sources getting penalized for nonattainment.

Agenda Item #6 – Update on South Coast AQMD Incentive Programs

Ms. Vicki White presented an update on South Coast AQMD incentive programs.

Ms. Loof referenced slide #8 and asked if the Community Air Protection Program (CAPP) funding is restricted to mobile sources and for an update on Assembly Bill (AB) 74 and Senate Bill (SB) 856. Ms. White replied that this program is still in the developmental stage. In the first year, CAPP incentives funding was based on direction from legislators to be used for mobile source projects submitted under existing programs, including Proposition 1B and Carl Moyer Program. Before any AB 617 communities were identified, 80% of those funds had to be used in disadvantaged and low-income communities. In year two, under SB 856, California Air Resources Board (CARB) included additional categories and allowed for funding of school air filtration systems and hexavalent chromium emissions reductions from plating facilities. In year three, in addition to mobile sources and existing categories, CARB added community-identified projects and stationary sources. If an identified action is part of the Community Emissions Reduction Plan (CERP), but not part of an existing guideline, then a project plan needs to be developed with input from communities and submitted to CARB for approval.

Mr. Campbell mentioned that he doesn't think that South Coast AQMD is moving forward with any tax-related legislation and asked if South Coast AQMD is considering alternatives to increase its ability to address mobile sources. Mr. Alatorre replied that there is no plan to seek another legislation, but there has been discussion regarding a possible statewide ballot to address climate change, including incentivizing mobile sources. South Coast AQMD is not leading this and has not taken any position, but is continuing to actively seek funding from the state and federal government.

Mr. Campbell commented that nonattainment impacts everyone economically, in the form of a FIP or other measures. Mr. Campbell discussed Assembly member Rudy Salas letter to the Legislative Analyst's Office (LAO) regarding to the Governor's Executive Order phasing out the sale of passenger cars by 2035 and heavy-duty trucks by 2045. Mr. Alatorre indicated that South Coast AQMD consultants have provided comment to the Governor's Office regarding this topic.

Mr. David Rothbart mentioned South Coast AQMD is not pursuing legislation and funding is needed and stated that incentives funding was specified in the 2016 AQMP to achieve emissions reductions and asked if it would be a problem if that plan is not fulfilled. Mr. Alatorre stated that a plan was submitted to EPA in 2020 for approval.

Ms. Loof expressed support for incentives for manufacturing to remain in the South Coast AQMD region.

Agenda Item #7 –Monthly Report on Small Business Assistance Activities

No comments.

Agenda Item #8 - Other Business

Mr. John DeWitt asked for clarification when the LGSBA will meet in person. Mr. Alatorre replied that the earliest in-person meeting would likely be at the end of the summer, depending on when coronavirus disease (COVID-19) vaccines are available. In the future, it is possible that two meeting options would be available: in-person and Zoom webinar and teleconference.

Mr. Campbell thanked Chair Benoit for his service and for making a statement at a previous meeting.

Agenda Item #9- Public Comment

No comments.

Agenda Item #10 – Next Meeting Date

The next regular Local Government & Small Business Assistance Advisory Group meeting is scheduled for Friday, February 12, 2021 at 11:30 a.m.

Adjournment

The meeting adjourned at 1:00 p.m.



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ENVIRONMENTAL JUSTICE ADVISORY GROUP FRIDAY, OCTOBER 23, 2020 MEETING MINUTES

MEMBERS PRESENT:

Council Member Ben Benoit, (Board Member)
Supervisor Janice Rutherford, EJAG Vice Chair (Board Member)
Manuel Arredondo, Coachella Valley School District, Retiree
Dr. Lawrence Beeson, Loma Linda University, School of Public Health
Kerry Doi, Pacific Asian Consortium in Employment
Dr. Afif El-Hasan, American Lung Association
Mary Figueroa, Riverside Community College
Dr. Monique Hernandez, California State University, Los Angeles
Dr. Jill Johnston, University of Southern California
Humberto Lugo, Community Member
Rafael Yanez, Community Member

MEMBERS ABSENT:

Senator Vanessa Delgado (Ret.), EJAG Chair (Board Member)
Rhetta Alexander, Valley Interfaith Council
Suzanne Bilodeau, Knott's Berry Farm
Paul Choe, Korean Drycleaners & Laundry Association
David McNeill, Baldwin Hills Conservancy
Daniel Morales, National Alliance for Human Rights
Evelyn Knight, Long Beach Economic Development Commission
Donald Smith, 136th Street Block Club

OTHERS PRESENT:

Mark Abramowitz
Tricia Almiron
Scott Andrews
Nazlee Ghannadi
Melanie Holden
Moses Huerta
Patricia Hyatt
Josephine Lee
Terry Manies
Debra Mendelsohn

SOUTH COAST AQMD STAFF:

Jill Whynot, Chief Operating Officer
Derrick Alatorre, Deputy Executive Officer/Public Advisor
Teresa Barrera, Principal Deputy District Counsel
Sarah Rees, Assistant Deputy Executive Officer
Victor Yip, Assistant Deputy Executive Officer
Philip Crabbe, Public Affairs Manager
Debra Ashby, Senior Public Information Specialist
Julie Franco, Senior Public Information Specialist
Pavan Rami, Staff Specialist
Ricardo Rivera, Senior Staff Specialist
Alicia Lizarraga, Senior Public Information Specialist
Jeanette N. Short, Senior Public Information Specialist
Lindsay McElwain, Senior Administrative Secretary
Aisha Reyes, Senior Administrative Secretary
Brandee Keith, Secretary
Danietra Brown, Career Development Intern

Agenda Item #1: Call to Order/Opening Remarks

Council Member Ben Benoit called the meeting to order at 12:00 pm. Ms. Jeanette Short read the housekeeping items for the virtual meeting and took roll call.

Agenda Item #2: Approval of August 28, 2020 Meeting Minutes

Approval of the minutes was temporarily delayed until additional members arrived to reach a quorum. With the arrival of Supervisor Janice Rutherford, a quorum was reached, and Council Member Benoit called for a motion on the August 28, 2020 meeting minutes. Dr. Lawrence Beeson moved to approve the minutes and Mr. Kerry Doi seconded the motion. The minutes were approved unanimously.

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

Ms. Alicia Lizarraga provided a response to the August 28, 2020 action items:

- **Action Item:** Staff to provide outreach efforts to facilities still using perchloroethylene, also known as PERC.
 - South Coast AQMD continues to reach out to the community on this issue. An email was sent to facilities, as well as a written letter, on September 4, 2020, and additional outreach continues.
- **Action Item:** Staff to request an update or presentation from the Compliance department regarding virtual inspections.
 - This item was presented at the EJAG meeting.

Agenda Item #4: Goals and Objectives for 2021

Ms. Lizarraga presented the 2021 Goals and Objectives. A quorum was not reached during this item and therefore approval was delayed until the arrival of Supervisor Rutherford.

Mr. Rafael Yanez requested that the issue of Exide be re-added to the 2021 Goals and Objectives. Dr. Jill Johnston requested Quemetco also be added. Mr. Yanez motioned to approve the 2021 Goals and Objectives with the stated additions. Council Member Benoit seconded the motion. The 2021 Goals and Objectives were approved, Dr. Afif El-Hassan voted by email.

Agenda Item #5: Update on AQMP Activities

Ms. Sarah Rees gave an update on South Coast AQMD's, Air Quality Management Plan (AQMP) Activities.

Mr. Yanez commented on the importance of factors such as wildfire smoke or windblown dust, and the related health effects, into the AQMP.

Mr. Mark Abramowitz asked how funding had been provided by South Coast AQMD. Ms. Rees replied that South Coast AQMD had provided some funding from its own budget but was still short and therefore turning to state and federal budgets to also provide funding.

Mr. Yanez asked for the three dates on which staff received irregular peak air quality readings, and Ms. Rees replied one had been in January 2017, while two were in late December of 2017.

Mr. Kerry Doi asked what the contributing factors might be regarding high particulate matter levels in Compton, and what contributes to the emissions inventory. Ms. Rees explained South Coast AQMD had not determined the cause of unique Compton data points in 2017.

Mr. Doi asked if the emissions inventory included potential factors such as fireworks, mobile sources, or wildfire incidents. Ms. Rees confirmed it did account for them. Mr. Doi asked if, moving forward, there would be any efforts to involve community education, and Ms. Rees confirmed there would be outreach and community engagement.

Mr. Moses Huerta from the public, asked if the monitors installed in Paramount might have detected air quality irregularities from Compton. Ms. Rees said she believed the Paramount monitors were designed to detect different air toxics, but not necessarily monitoring for fine particulate matter. She offered to review the data.

Mr. Yanez asked if road grinding and paving operations could affect air quality readings. Ms. Rees confirmed it could.

Mr. Yanez asked if South Coast AQMD included wildfire data in their report to California Environmental Protection Agency (EPA). Ms. Rees stated that to include wildfire data in the report to EPA, South Coast AQMD would have to submit an application to have such data considered as an "exceptional event," which EPA is unlikely to approve.

Dr. Lawrence Beeson asked what penalties were levied for illegal burning. Ms. Rees said activities violating South Coast AQMD regulations could be fined, but penalties levied by fire services were likely to be far steeper.

Mr. Huerta stated South Coast AQMD could work with other agencies for monitoring information during outstanding events. Ms. Rees confirmed we do currently work with other state agencies and even provide monitoring equipment to them.

Agenda Item #6: Virtual Inspections

Mr. Pavan Rami gave a presentation on virtual inspections.

Mr. Yanez asked when South Coast AQMD took over inspections for PERC program. Mr. Rami explained that South Coast AQMD performed the inspections but worked with California Air Resources Board to fully implement the program.

Agenda Item #7: Environmental Justice Community Partnership Update

Ms. Lizarraga provided an update on the Environmental Justice Community Partnership.

Mr. Huerta recommended the use of FaceTime to engage in community tours including monitoring sites and equipment.

Agenda Item #8: Member Updates

Ms. Mary Figueroa shared that a bus depot has been slated to be developed next to a residential community in the City of Riverside and near a new incoming elementary school. She recommended the group stay informed on the issue.

Agenda Item #9 - Other Business

There was no other business.

Agenda Item #10- Public Comment

There was no public comment.

Agenda Item #11: Next Meeting Date

The next regular EJAG meeting is on Friday, January 29, 2021 at 12:00 pm.

Adjournment

The meeting was adjourned at 1:57 pm.