

BOARD MEETING DATE: November 3, 2023

AGENDA NO. 14

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee held a hybrid meeting on Friday, October 13, 2023. The following is a summary of the meeting.

RECOMMENDED ACTION:
Receive and file.

Vanessa Delgado, Chair
Administrative Committee

SN:cb

Committee Members

Present: Chair Vanessa Delgado, Committee Chair
Vice Chair Michael Cacciotti
Board Member Gideon Kracov
Supervisor V. Manuel Perez

Call to Order

Chair Delgado called the meeting to order at 10:06 a.m.

For additional details of the Administrative Committee Meeting, please refer to the [Webcast](#).

DISCUSSION ITEMS:

1. **Board Members' Concerns:** There were no concerns to report.
2. **Chair's Report of Approved Travel:** There was no travel reported.
3. **Report of Approved Out-of-Country Travel:** There was no out-of-country travel reported.

4. **Review November 3, 2023 Governing Board Agenda :** Wayne Nastri, Executive Officer, noted for Board Member awareness that there will be a Public Hearing for Proposed Rule 1110.3 which relates to linear generators, and Proposed Amended Rules 2011 and 2012, which relates to Continuous Emissions Monitoring Systems (CEMS) at RECLAIM facilities . There will also be a Set Hearing for Proposed Amended Rule 1135, which relates to the Southern California Edison’s Pebbly Beach facility on Catalina Island. For additional information please refer to the [Webcast at 4:31.](#)

Board Member Kracov asked staff if Proposed Amended Rule 1110.3 was going back to Stationary Source Committee this month. Mr. Nastri replied that staff was not returning to the Stationary Source Committee.

Harvey Eder, Public Solar Power Coalition, provided public comment on the process and legalities of public comment.

5. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):** There were three proposals for modifying compensation for Board Member Assistants/Consultants. This item was moved to under Action Items as approval from the Administrative Committee is needed. For additional information please refer to the [Webcast at 7:15.](#)

6. **Pre-Audit Conference (Presenter: Brandon Young, Engagement Partner) :** Brandon Young, Engagement Partner, Lance, Soll & Lunghard, LLP , provided a timeline of the audit and an outline of the financial statement audit for fiscal year 2022-23. Chair Delgado confirmed with staff that Lance, Soll & Lunghard was previously interviewed by the Administrative Committee. For additional information please refer to the [Webcast at 8:46.](#)

Mr. Eder provided public comment on the time allotted for public comment and the process.

7. **Update on South Coast AQMD Diversity , Equity, Inclusion Efforts:** Dr. Cessa Heard-Johnson, Diversity, Equity & Inclusion (DEI) Officer, provided an update on agency efforts, seasonal events, cultural displays, Statewide DEI Working Group, and discussed Diana Trujillo for Fabulous Female Friday. For additional information please refer to the [Webcast at 13:20.](#)

Chair Delgado expressed her appreciation for staff’s efforts to go out into the community.

Mr. Eder provided public comment regarding the environment, society and government financing.

8. **Report of RFQs/RFPs Scheduled for Release in November:** Sujata Jain, Chief Financial Officer, Finance, reported that this item is to issue a request for qualification and quotations to establish a list of vendors who can provide computers, network printers, hardware and software audio visual equipment and desktop computer hardware upgrade. The funds are available in the 2023-24 budget and will be requested in future budgets. For additional information please refer to the [Webcast at 23:53](#).
9. **Status Report on Major Ongoing and Upcoming Projects for Information Management:** Ron Moskowitz, Chief Information Officer, Information Management, reported on the status of various projects and projects that have been completed. For additional information please refer to the [Webcast at 24:40](#).

Chair Delgado thanked staff for a great job at the EJ Conference.

ACTION ITEM S:

5. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):** There were three proposals to modify the compensation for: Board Member Kracov’s Board Consultant, Destiny Rodriguez, Councilmember Solache’s Board Assistant, Marisela Santana, and Board Consultant, Uduak-Joe Ntuk. All contract modifications will be effective from September 1, 2023 to June 30, 2024.

Moved by Cacciotti; seconded by Perez, unanimously approved.

Ayes: Cacciotti, Delgado, Kracov, Perez
 Noes: None

10. **Amend Agreement with Phillips 66 Company for Continued Fenceline Air Measurements at Phillips 66 Wilmington Refinery Using Optical Tent, Recognize Revenue, Appropriate Funds and Amend Contract :** Dr. Jason Low, Deputy Executive Officer, Monitoring & Analysis reported that this item is to amend an existing agreement with Phillips 66 Company, extending the optical tent measurements, recognizing \$250,000 in revenue, appropriating funds to the Monitoring & Analysis budget and amending a contract with the University of California, Los Angeles to continue quality assurance oversight. For additional information please refer to the [Webcast at 26:16](#).

It was identified for the record that Supervisor Perez is a Board Member for CARB but does not have a financial interest and can participate in the item.

Moved by Cacciotti; seconded by Perez, unanimously approved.

Ayes: Cacciotti, Delgado, Kracov, Perez
 Noes: None

11. **Establish Board Meeting Schedule for Calendar Year 2024 :** Mr. Nastri reported that this item has the schedule for the 2024 Governing Board Meetings . For additional information please refer to the [Webcast at 27:50.](#)

Board Member Kracov asked to confirm that we cross-referenced for holidays such as Yom Kippur. Mr. Nastri confirmed that the dates were verified.

Supervisor Perez inquired about the Climate Change Committee and the committee meetings schedule. Mr. Nastri confirmed that the schedule for the Climate Change Committee will be discussed at the next Climate Change Committee meeting on October 27, 2023.

Mr. Eder provided public comment on the process of public comment.

Moved by Cacciotti; seconded by Perez, unanimously approved.

Ayes: Cacciotti, Delgado, Kracov Perez
Noes: None

WRITTEN REPORT :

There were no reports.

OTHER MATTERS:

12. **Other Business:** Mr. Nastri made a correction that Rule 1110.3 is going back to Stationary Source Committee.
13. **Public Comment:** Mr. Eder provided public comment regarding climate change.
14. **Next Meeting Date:** The next regular Administrative Committee meeting is scheduled for Thursday, November 9, 2023 at 10:00 a.m.

Adjournment

The meeting was adjourned at 10:40 a.m.