

BOARD MEETING DATE: March 6, 2026

AGENDA NO. 16

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee held a hybrid meeting on Friday, February 13, 2026. The following is a summary of the meeting.

RECOMMENDED ACTION:  
Receive and file.

Michael A. Cacciotti, Chair  
Administrative Committee

SN:cb

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### **Call to Order**

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

### **Roll Call**

#### **Committee Members**

Present: Chair Michael Cacciotti, Committee Chair  
Vice Chair Larry McCallon, Committee Vice Chair  
Senator (Ret.) Vanessa Delgado  
Supervisor V. Manuel Perez

Absent: Supervisor Curt Hagman

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

#### **DISCUSSION ITEMS:**

1. **Board Members' Concerns:** No Board Member concerns to report.
2. **Chair's Report of Approved Travel:** No travel was reported.

3. **Report of Approved Out-of-Country Travel:** No travel was reported.
4. **Review March 6, 2026 Governing Board Agenda:** Chair Cacciotti inquired about the process to ensure money for the Replace Your Ride Program is being used correctly. Dr. Aaron Katzenstein, Deputy Executive Officer, Technology Advancement, described the process for this program and inspection of scrapped vehicles. Chair Cacciotti inquired about CalEEMod emission estimator. Susan Nakamura, Chief Operating Officer, explained what CalEEMod is and that this item was to establish the receipt of funds from CalTrans, who provided a grant to upgrade the software. Ms. Nakamura also mentioned the mini technology showcase for the March Board meeting and Dr. Katzenstein clarified that the showcase will be after the Board Meeting and highlighted equipment that will be at the showcase. For additional information, please refer to the [Webcast at 3:14](#).
5. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):** This item was moved to Action Items as approval from the Administrative Committee is needed. For additional information, please refer to the [Webcast at 10:26](#).
6. **Update on South Coast AQMD's Internal Engagement Activities:** Dr. Anissa Heard-Johnson, Deputy Executive Officer, Community Engagement and Air Programs, provided an update on agency efforts, seasonal events, cultural displays, Statewide Working Group, and discussed Majora Carter for Fabulous Female Friday. For additional information, please refer to the [Webcast at 14:40](#).
7. **Status Report on Major Ongoing and Upcoming Projects for Information Management:** Ron Moskowitz, Chief Information Officer, reported on the status of various projects. For additional information, please refer to the [Webcast at 19:10](#).
8. **South Coast AQMD's FY 2025-26 Second Quarter Ended December 31, 2025 Budget vs. Actual (Unaudited):** Sujata Jain, Chief Financial Officer, provided a presentation on the Budget versus Actual Results for the Second Quarter which ended on December 31, 2025 and provided the Budget Summary for Fiscal Year 2025-26. For additional information, please refer to the [Webcast at 21:08](#).

#### **ACTION ITEMS:**

5. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):** There were a number of contract modification proposals for February 2026 through June 30, 2026 due to new committee assignments.

Harvey Eder from the Solar Power Coalition provided public comment regarding alcohol fuels and the need for trees.

For additional information, please refer to the [Webcast at 10:26](#).

Moved by Perez; seconded by Delgado, unanimously approved.

Ayes: Cacciotti, Delgado, McCallon, Perez  
Noes: None  
Absent: Hagman

9. **Execute Contract for Independent Audit Services for Fiscal Years Ending June 30, 2026, 2027 and 2028:** Ms. Jain reported that this item is reporting the results of the RFP that was issued for financial audit services for the next three years. Four proposals were received and qualified.

The Administrative Committee interviewed Simpson & Simpson, LLP; LSL, LLP; Badawi & Associates, CPAs and Davis Farr, LLP. After each presentation and interview, the Administrative Committee deliberated and Supervisor Perez moved for the selection of the highest ranked, which was Simpson & Simpson, LLP.

Mr. Eder provided public comment regarding climate change risk.

For additional information, please refer to the [Webcast at 26:22](#).

Moved by Perez; seconded by Delgado, unanimously approved.

Ayes: Cacciotti, Delgado, McCallon, Perez  
Noes: None  
Absent: Hagman

10. **Authorize Purchase of Maintenance and Support Services for Servers and Storage Devices:** Mr. Moskowitz reported that this item is a standard, annual request for approval of a one-year maintenance and support agreement with Hewlett Packard Enterprise in an amount not to exceed \$190,000 and funding is already included in the budget for this fiscal year 2025-26. For additional information, please refer to the [Webcast at 1:43:30](#).

Moved by McCallon; seconded by Delgado, unanimously approved.

Ayes: Cacciotti, Delgado, McCallon, Perez  
Noes: None  
Absent: Hagman

11. **Appropriate Funds, Amend Contracts, Issue Solicitations and Purchase Orders for U.S. EPA Grant:** Dr. Jason Low, Deputy Executive Officer, Monitoring & Analysis, reported that this item is to appropriate around \$120,000 in the Monitoring & Analysis budget, execute and amend contracts, and issue solicitations and purchase

orders to expand educational outreach and sensor deployment. For additional information, please refer to the [Webcast at 1:44:35](#).

Moved by McCallon; seconded by Delgado, unanimously approved.

Ayes: Cacciotti, Delgado, McCallon, Perez  
Noes: None  
Absent: Hagman

12. **Appropriate Funds From General Fund Undesignated (Unassigned) Fund Balance Into Planning, Rule Development, and Implementation Services & Supplies Budget to Reimburse Work on Upgrades to California Emissions Estimator Model:** Michael Krause, Assistant Deputy Executive Officer, Planning, Rule Development & Implementation, reported that this item is to appropriate funds from the General Fund to the Planning, Rule Development and Implementation division to pay invoices for work on CalEEMod. For additional information, please refer to the [Webcast at 1:45:45](#).

Moved by McCallon; seconded by Delgado, unanimously approved.

Ayes: Cacciotti, Delgado, McCallon, Perez  
Noes: None  
Absent: Hagman

**WRITTEN REPORTS:**

No written reports.

**OTHER MATTERS:**

13. **Other Business:** There was no other business to report.
14. **Public Comment:** Mr. Eder provided public comment regarding a tree planting proposal and expressed support for the use of alcohol fuels. For additional information, please refer to the [Webcast at 1:47:40](#).
15. **Next Meeting Date:** The next regular Administrative Committee meeting is scheduled for Friday, March 13, 2026 at 10:00 a.m.

**Adjournment**

The meeting was adjourned at 11:48 a.m.