

BOARD MEETING DATE: February 2, 2024

AGENDA NO. 14

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee held a hybrid meeting on Friday, February 9, 2024. 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
Supervisor V. Manuel Perez

Absent: Board Member Gideon Kracov

Call to Order

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

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

DISCUSSION ITEMS:

1. **Board Members' Concerns:** There were no Board Member concerns to report.
2. **Chair's Report of Approved Travel:** There was travel reported for Board Member Kracov to Sacramento as the CARB representative and for Vice Chair Cacciotti to Reno, Nevada to visit the Tesla Manufacturing facility.

3. **Report of Approved Out-of-Country Travel:** There was out-of-country travel to report for Dr. Aaron Katzenstein, Dr. Sarah Rees and Mei Wang in May 2024, to Germany to visit DB E.C.O. North America (a subsidiary of Deutsche Bahn, the German national railway company) and to Italy to visit Wartsila's engine laboratory.

Supervisor Perez asked for details about the out-of-country travel and an agenda to consider joining. Wayne Nastri, Executive Officer, replied that he would provide that information to the Supervisor. For additional information please refer to the [Webcast at 3:00](#).

4. **Review March 1, 2024 Governing Board Agenda:** Chair Delgado asked about the July Governing Board meeting, and Mr. Nastri confirmed that there is no Board meeting in July. For additional information please refer to the [Webcast at 5:18](#).

5. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):** There were two proposals for modifications of compensation for Board Member Assistants/Consultants. This item was moved to Action Items as approval from the Administrative Committee is needed. For additional information please refer to the [Webcast at 19:23](#).

6. **Update on South Coast AQMD Diversity, Equity, Inclusion Efforts:** Dr. Cessa Heard-Johnson, Diversity, Equity & Inclusion (DEI) Officer/DEI with Community Air Programs, provided an update on agency efforts, seasonal events, cultural displays, a Statewide DEI Working Group, and discussed Dr. Shelly Tygielski for Fabulous Female Friday. For additional information please refer to the [Webcast at 7:25](#).

7. **South Coast AQMD's FY 2023-24 Second Quarter Ended December 31, 2023 Budget vs. Actual (Unaudited):** Sujata Jain, Chief Financial Officer, presented a general fund overview, which included revenues, expenditures, use of the fund balance and a five-year projection.

Vice Chair Cacciotti inquired about the revenue comparison and noticed the transfers in were significant and asked what that consisted of. Ms. Jain stated that there was a big transfer in from Clean Fuels for the MATES study. For additional information please refer to the [Webcast at 15:51](#).

8. **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 21:38](#).

ACTION ITEMS:

5. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):**
There were two proposals to modify the compensation for Board Member Kracov's Board Consultants, Destiny Rodriguez and Ernesto Castillo. The contracts and modifications will be effective from February 2024 through June 30, 2024. For additional information please refer to the [Webcast at 6:43](#).

Moved by Cacciotti; seconded by Perez, unanimously approved.

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

9. **Amend Contracts to Provide Short- and Long-Term Systems Development, Maintenance and Support Services:** Mr. Moskowitz reported that this item is to amend contracts for additional system development, for which funds are available in the budget. For additional information please refer to the [Webcast at 23:17](#).

Moved by Cacciotti; seconded by Delgado, unanimously approved.

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

10. **Amend South Coast AQMD Conflict of Interest Code and Incorporate Code, as Amended, into South Coast AQMD Administrative Code:** Bayron Gilchrist, General Counsel, explained that several amendments to the South Coast AQMD Conflict of Interest Code were needed for consistency with the Government Code and those revisions would be incorporated into the South Coast AQMD's Administrative Code. For additional information please refer to the [Webcast at 25:16](#).

Moved by Cacciotti; seconded by Delgado, unanimously approved.

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

WRITTEN REPORT:

There were no written reports.

OTHER MATTERS:

11. **Other Business:** There was no other business to report.
12. **Public Comment:** There was no public comment.
13. **Next Meeting Date:** The next regular Administrative Committee meeting is scheduled for Friday, March 8, 2024 at 10:00 a.m.

Adjournment

The meeting was adjourned at 10:29 a.m.