

BOARD MEETING DATE: October 4, 2024

AGENDA NO. 16

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee held a hybrid meeting on Friday, September 13, 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:** Supervisor Perez thanked staff for meeting in Coachella Valley regarding dust issues and community concerns. He expressed gratitude that staff provided ideas for moving forward and appreciated that representatives from CARB and U.S. EPA were in attendance. For additional information, please refer to the [Webcast at 5:07](#).
2. **Chair's Report of Approved Travel:** No Chair approved travel.

3. **Report of Approved Out-of-Country Travel:** Out-of-country travel was reported for Executive Officer Wayne Nastri to Japan for the Global Maritime Forum Annual Summit occurring October 13 through 17, 2024. For additional information, please refer to the [Webcast at 7:53](#).
4. **Review October 4, 2024 Governing Board Agenda:** Mr. Wayne Nastri noted that November is going to be a very busy month with three set hearings for Rules 1173, 1445 and 1151, as well as a Public Hearing for 1135 and the Coachella Valley attainment plan for the 2008 8-hour ozone standard. For additional information, please refer to the [Webcast at 8:09](#).
5. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):** There were none for approval.
6. **Update on South Coast AQMD Diversity, Equity and Inclusion Efforts:** Anissa Heard-Johnson, Diversity, Equity & Inclusion (DEI) Officer/DEI with Community Air Programs, provided an update on agency efforts, seasonal events, cultural displays, Statewide DEI Working Group, and discussed Maria Telkes for Fabulous Female Friday.

Harvey Eder, Public Solar Power Coalition, provided public comment on solar power and history of solar power.

For additional information, please refer to the [Webcast at 9:14](#).

7. **Review Recommended Appointment of Orange County Member to South Coast AQMD's Young Leader's Advisory Council (YLAC):** Dr. Heard-Johnson reported that this is a recommendation to appoint Ty Nguyen to YLAC and that he was one of the Governing Board interns this past summer. For additional information, please refer to the [Webcast at 17:24](#).
8. **Report of RFQs/RFPs Scheduled for Release in October:** Sujata Jain, Chief Financial Officer, reported on the release of an RFP for independent certified public accountants to conduct the AB 2766 audits and issuance of an RFP for various telecommunication services through a competitive bid process. Funds are available for both of these RFPs. For additional information, please refer to the [Webcast at 18:05](#).
9. **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 19:34](#).

ACTION ITEMS:

10. **Authorize Purchase of ESRI Enterprise Agreement:** Mr. Moskowitz reported that this item is to obtain approval for the purchase of an ESRI Enterprise agreement for a period of three years at the amount not to exceed \$185,000 per year.

For additional information, please refer to the [Webcast at 21:12](#).

Moved by Cacciotti; seconded by Perez, unanimously approved.

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

11. **Recognize Revenue, Transfer and Appropriate Funds, Issue Purchase Orders, and Add Positions for Community Air Monitoring Near Refineries and Related Facilities:** Jason Low, Deputy Executive Officer/Monitoring & Analysis, reported that these actions are to support the implementation of the Rules 1180 and 1180.1, which requires oil refineries to fund the installation and operation of fence-line and community air monitoring stations. The actions are to recognize approximately \$7.5 million into the Rule 1180 Special Revenue Fund and transfer and appropriate \$1.5 million into the Monitoring & Analysis budget to issue purchase orders for air monitoring shelters and vehicles and add new positions for the planning and implementation of enhanced additional community air monitoring.

Mr. Eder commented on how this monitoring relates to legal evidence for litigation and the quality of the monitoring. Dr. Low indicated that the monitoring systems are designed to provide real-time information to the public as well as provide notifications.

For additional information, please refer to the [Webcast at 22:12](#).

Moved by Cacciotti; seconded by Perez, unanimously approved.

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

12. **Recognize Revenue, Appropriate Funds, Issue Solicitation and Purchase Order for Air Monitoring Equipment Shelter:** Dr. Low reported that this item is to recognize the remaining balance of \$100,000 from a Federal Grant award under U.S. EPA and appropriate those funds to the Monitoring & Analysis budget and issue a solicitation and purchase order for an air monitoring shelter. For additional information, please refer to the [Webcast at 25:09](#).

Moved by Cacciotti; seconded by Perez, unanimously approved.

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

13. **Issue Solicitations and Purchase Orders for Air Monitoring and Laboratory Equipment:** Dr. Low reported that this action is to issue solicitations and purchase orders for air monitoring laboratory equipment in the estimated amount of \$330,000.

Supervisor Perez inquired where we plan to put this equipment. Dr. Low indicated that it goes to our 36 air monitoring stations located within the District. Supervisor Perez inquired about the relocation of some of the stations in the Coachella Valley. Mr. Nastri suggested a follow-up conversation with Supervisor Perez. For additional information, please refer to the [Webcast at 25:58](#).

Moved by Cacciotti; seconded by Perez, unanimously approved.

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

14. **Appropriate Funds and Amend Contract to Implement Air Quality Community Training and Provide Air Filtration Systems in Eastern Coachella Valley for U.S. EPA State Environmental Justice Cooperative Agreement Program:** Dr. Heard-Johnson reported that this action is to appropriate the remaining \$45,000 of the first phase of a grant from the State Environmental Justice Cooperative Agreement Program to continue implementing an Air Quality Academy and provide air filtration systems community training to operate the air filtration systems.

Perez expressed the importance of becoming partners in order to move forward. For additional information, please refer to the [Webcast at 27:27](#).

Moved by Perez; seconded by Cacciotti, unanimously approved.

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

WRITTEN REPORT:

There were no written reports to report.

OTHER MATTERS:

15. **Other Business:** Chair Delgado inquired if there will be any meetings in the public this year. Mr. Nastri reported that this will happen again next year. For additional information, please refer to the [Webcast at 30:02](#).
16. **Public Comment:** Mr. Eder commented on solar energy. For additional information, please refer to the [Webcast at 30:29](#).
17. **Next Meeting Date:** The next regular Administrative Committee meeting is scheduled for Friday, October 11, 2024 at 10:00 a.m.

Adjournment

The meeting was adjourned at 10:32 a.m.