PERMIT STREAMLINING TASK FORCE SUBCOMMITTEE
MEETING
July 17, 2024

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Permit Streamlining Task Force Subcommittee

July 17, 2024

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Agenda

Operational Update

PEP Update - Electronic Permit Application Forms

Best Available Control Technology (BACT) Discussion

Research Permit Discussion

Upcoming Meetings Other Business and Public Comment
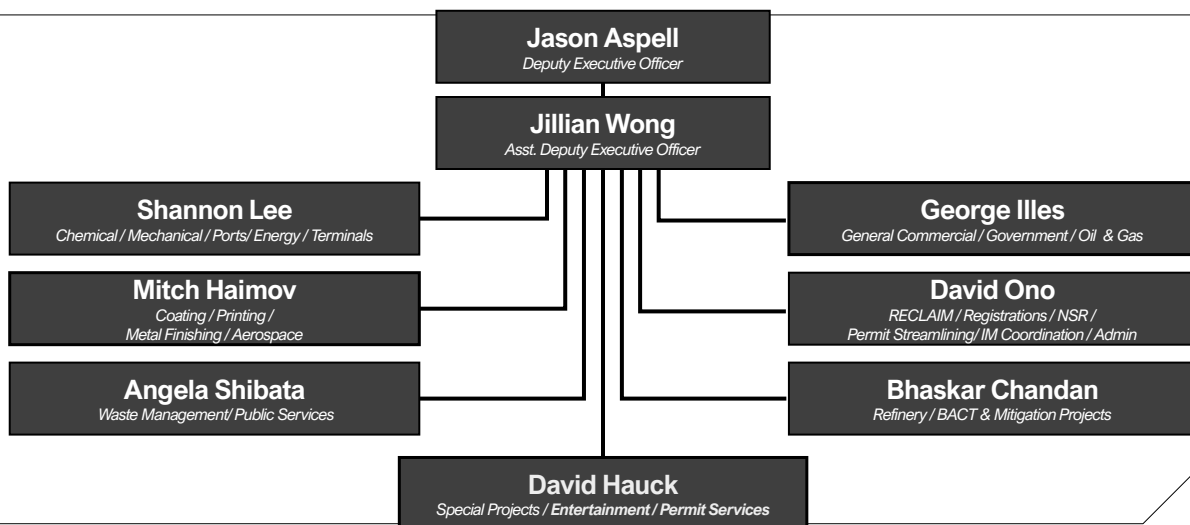
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Operational Update

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Recruitment Update

- Continual recruiting, interview, and promotional efforts
- Since January 2024 update:
  - 3 hires (Engineers)
  - 5 promotions
  - 1 reassignment (Supervising Engineer)
  - 3 Working Out of Class Senior Engineers
  - 1 Working Out of Class Supervisor
  - 3 separations (Engineers)
- Current E&P vacancy rate: 9.1%
- Targeted E&P vacancy rate: below 10%

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Updated Organizational Chart

Jason Aspell
Deputy Executive Officer

Jillian Wong
Asst. Deputy Executive Officer

Shannon Lee
Chemical / Mechanical / Ports / Energy / Terminals

George Illes
General Commercial / Government / Oil & Gas

Mitch Haimov
*Coating / Printing /
Metal Finishing / Aerospace*

David Ono
*RECLAIM / Registrations / NSR /
Permit Streamlining / IM Coordination / Admin*

Angela Shibata
Waste Management / Public Services

Bhaskar Chandan
Refinery / BACT & Mitigation Projects

David Hauck
Special Projects / Entertainment / Permit Services

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Updated Productivity Metrics

- Fiscal Year (FY) 2023-24 Priority Objective and Goal of timely completions has been replaced in FY 2024-25 to focus on increasing permitting production
  - Met FY 2023-24 timely completion goal in each of the four reported quarters
  - FY 2024-25 goal to increase production by 500 completions over CY 2023
- Monthly report to Stationary Source Committee
  - Provides information on permit application workflows
  - Renewed focus on monthly completions to:
    - monitor new staff and new supervisory staff development
    - track staff production in returning to pre-pandemic levels
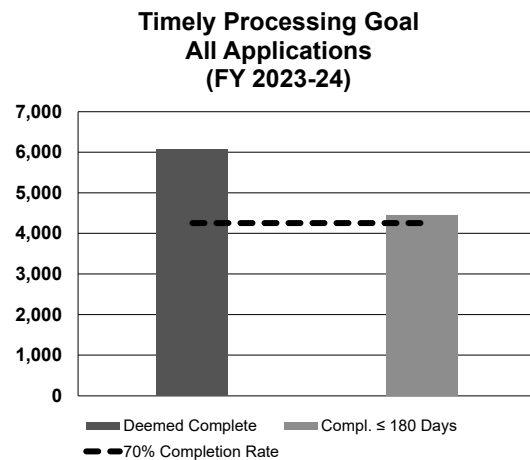
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E&P FY Goal and Priority Objective

FY 2023-24

- Maintain current completion rate of 70% of permit applications within 180 days of being deemed complete, measured quarterly

- Met or exceeded target for each quarter and the entire FY

FY 2024-25

- Increase production by 500 completions as compared to 2023

- Goal of 5,865 permit completions
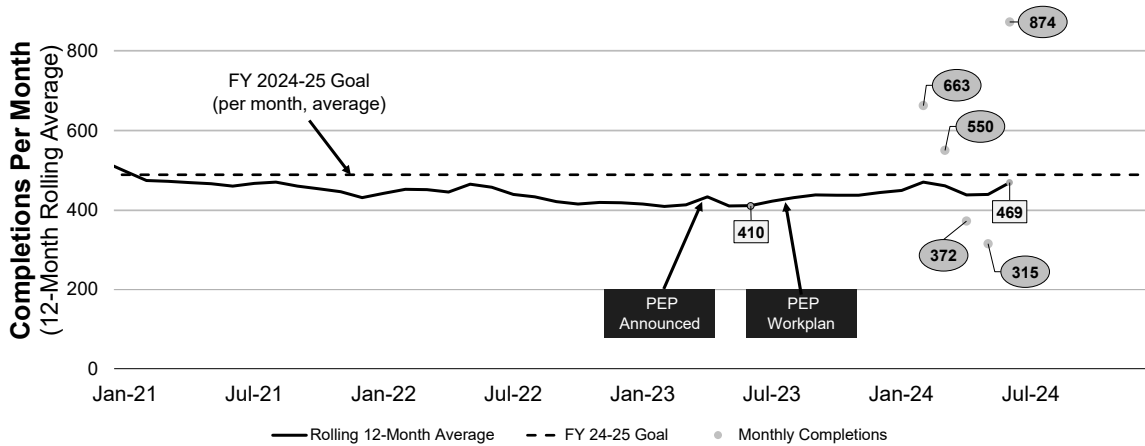
- Measured and reported quarterly

**Timely Processing Goal
All Applications
(FY 2023-24)**

Legend: Deemed Complete | Compl. ≤ 180 Days | 70% Completion Rate

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Application Completions
Monthly Annual Average and Recent Monthly Totals

Completions Per Month
(12-Month Rolling Average)

800

FY 2024-25 Goal
(per month, average)

874

663

600

550

400

469

410

372

315

200

PEP
Announced

PEP
Workplan

0

Jan-21   Jul-21   Jan-22   Jul-22   Jan-23   Jul-23   Jan-24   Jul-24

—— Rolling 12-Month Average   – – FY 24-25 Goal   • Monthly Completions

Permit production increasing under PEP

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SSC PEP Monthly Update
June 2024 Application Workflow (July Report Period)

Pending Apps

793
Incoming Apps

497
Awaiting
Prescreening

3,063
Workable

867
Outgoing Apps

92
Permits to
Construct
Issued

1,422
Awaiting Action

Awaiting Action
- CEQA Completion – 36
- Completion of Construction – 904
- Source Test Completion – 138
- Additional Information from Facility – 220
- Facility Compliance Resolution – 22
- Facility Draft Permit Review – 63
- Fee Payment Issues – 3
- Other Facility Action – 4
- Public Notice Completion – 35
- Other Agency Review – 15

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Pending Permit Application Status Dashboard
Debottlenecking Efforts

April 2020	April 2022	April 2024
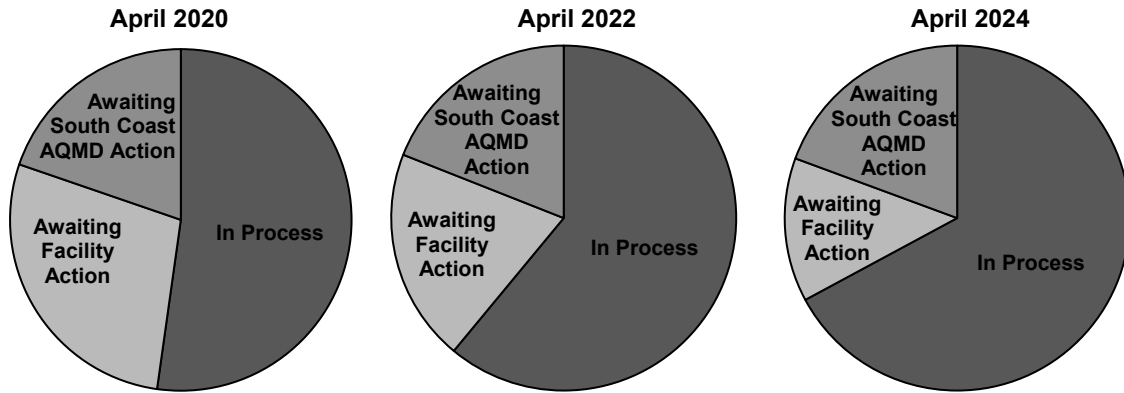
Permit applications "In Process" have grown as aged applications are being worked on and as newer staff continue to gain experience

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Pending Permit Application Status Dashboard
June 2024 Snapshot

Completeness Determ. (Facility Action)		In Process		Awaiting Facility Action		Awaiting South Coast AQMD Action	
Add'l Info. Req.	5% (7%)	Engineering Evaluation and Admin Processing	68% (67%)	Compliance	< 1% (1%)	Supv/Mgr Review	13%
Related App A/I	1%			Review Draft	1%	Related App Proc.	3% (5%)
				Conduct Source Test	1% (3%)	Source Test Review	1% (3%)
				Awaiting Constr.	4% (1%)	Policy Review	1%
						Field Eval	< 1%
						Public Notice	< 1%
						Other Agency Rev.	< 1% (1%)
Aged Applications (> 2 years) are shown in parentheses if different than overall snapshot							

Additional actions being implemented to reduce Supv/Mgr Review

Priority Source Test Reviews for aged applications to be identified

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Addressing the Review Bottleneck

Actions taken to address continuing Supervisor and Manager review bottleneck:

- All supervisor vacancies in Waste Management / Public Services team (Team A) have been filled
- New manager for Special Projects team
- Recent promotion of supervisor in General Commercial team (Team O)
- Additional short-term supervisor position added to General Commercial team (Team O)
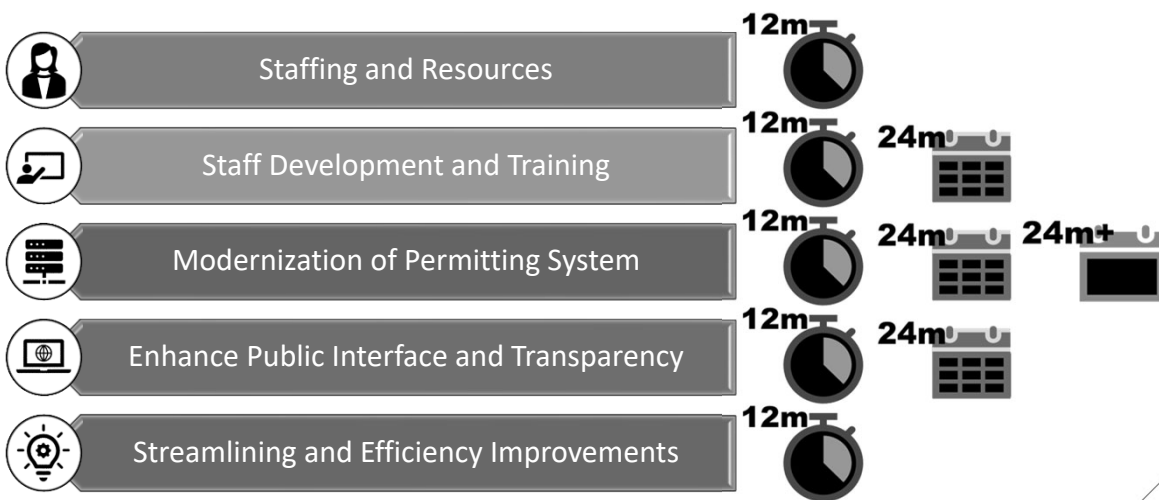
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Comments

Operational Updates

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Permitting Enhancement Program (PEP) – Electronic Permit Application Forms

PEP Workplan Outline

Staffing and Resources	12m	
Staff Development and Training	12m	24m
Modernization of Permitting System	12m	24m 24m+
Enhance Public Interface and Transparency	12m	24m
Streamlining and Efficiency Improvements	12m	

Online Filing Update

- Four 400-E forms nearing completion
  - E-13a – Emergency Internal Combustion Engine
  - E-11 – Fuel Dispensing and Storage Equipment
  - E-1a – Particulate Matter Control Fabric Filter (Baghouse)/Cartridge Collector
  - E-17b – Spray Booth / Open Spray
- Remaining R222 Registration modules moving to deployment

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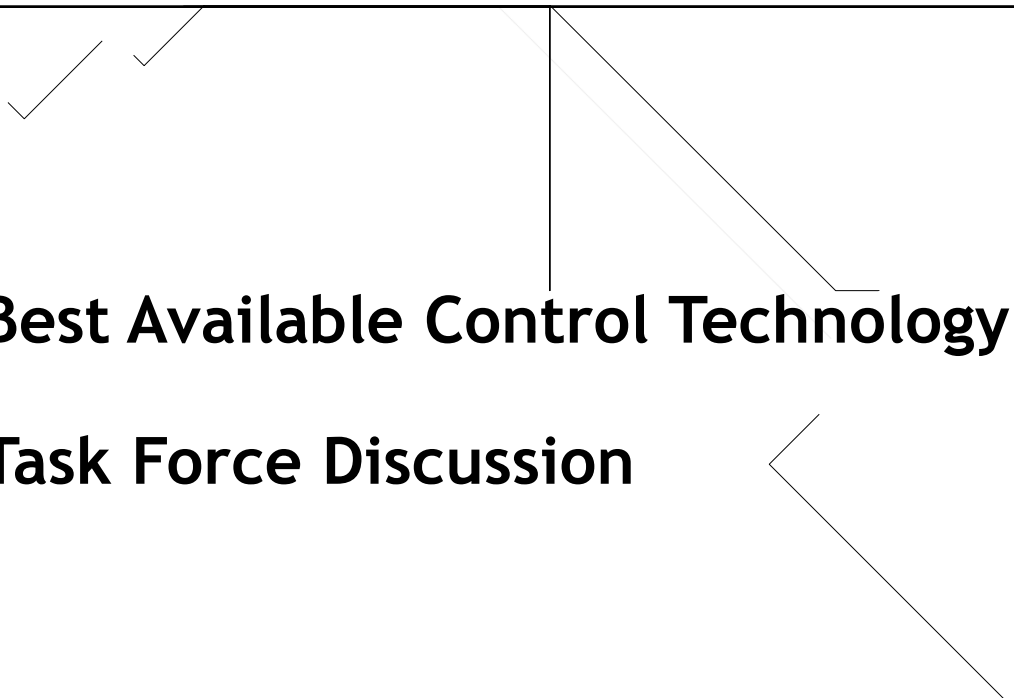# Demonstration

Electronic Permit Application Forms

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Comments

Permitting Enhancement Program

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Best Available Control Technology

Task Force Discussion

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Comments

Best Available Control Technology Discussion

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Research Permit

Task Force Discussion

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Comments

Research Permits Discussion

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Upcoming Meetings and Other Business

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Upcoming PEP Updates

- PEP to be implemented through 2025
  - Some long-term IM items will extend past 2025
  - Finalized PEP items will continue to be utilized
- Regular updates to be provided to Board
  - September 6, 2024
  - First and second half of 2025
  - Monthly written reports to Stationary Source Committee
- Permit Streamlining Task Force Subcommittee
  - Typically held second and fourth quarter each year – adding more meetings
  - Additional Permitting Working Group meetings

> **PERMITTING SUBSCRIPTION LIST**
> https://www.aqmd.gov/sign-up
> List created to better communicate with stakeholders
> regarding permitting requirements, initiatives, and advisories.

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Tentative PSTF and PWG Meetings

2024

- July 17 – PSTF
- Sept 6 – Gov. Board (PEP)
- Sept* - PSTF
- Oct* - PWG
- Dec – PSTF or PWG*

2025

- Feb/Mar* - Gov. Board (PEP)
- Mar – PSTF or PWG*
- May – PSTF or PWG*
- June – PSTF or PWG*

* Tentative schedule and/or meeting formats

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Comments

Upcoming Meetings and Other Business

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Public Comment

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