

BOARD MEETING DATE: August 2, 2024

AGENDA NO. 17

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee held a hybrid meeting on Friday, June 14, 2024. The following is a summary of the meeting.

RECOMMENDED ACTION:
Receive and file.

Michael Cacciotti, Vice Chair
Administrative Committee

SN:cb

Committee Members

Present: Vice Chair Michael Cacciotti
Board Member Gideon Kracov
Supervisor V. Manuel Perez

Absent: Chair Vanessa Delgado, Committee Chair

Call to Order

Vice Chair Cacciotti chaired the Administrative Committee meeting on behalf of Chair Delgado. He called the meeting to order at 10:02 a.m.

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

DISCUSSION ITEMS:

1. **Board Members' Concerns:** No Board Members' concerns were reported.
2. **Chair's Report of Approved Travel:** Travel reported for Board Member Gideon Kracov to attend the ACT Expo in Las Vegas, Nevada.

3. **Report of Approved Out-of-Country Travel:** No out-of-country travel was reported.
4. **Review August 2, 2024 Governing Board Agenda:** Executive Officer Wayne Nastri noted that there are no Board or Committee meetings in July and the next Governing Board meeting is August 2. Mr. Nastri commented that there are two Set Hearings: Coachella Valley plan for 2008 8-hour ozone standard; and Proposed Rule 1165 to control emissions from municipal solid waste incinerators. He also commented that there are three Public Hearing items: Proposed Amended Rule 1148.1, which is regarding oil and gas production; Proposed Rule 2306, the railroad indirect source rule and Proposed Rule 316.2, which will determine fees for Rule 2306; and the 2023 Annual Report on the AB 2588 Program.

Board Member Kracov inquired if the oil and gas item was going back to Committee. Susan Nakamura, Chief Operating Officer, confirmed Proposed Rule 1148.1 had been presented to Stationary Source Committee, but staff was not planning on presenting it again to the Stationary Source Committee before the Board meeting. For additional information please refer to the [Webcast at 7:29](#).

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 10:15](#).
6. **Pre-Audit Conference (Presenter: Brandon Young, Engagement Partner):** Brandon Young, Engagement Partner, Lance, Soll & Lunghard, LLP, provided an outline of the financial statement audit for fiscal year 2023/2024. For additional information please refer to the [Webcast at 12:24](#).
7. **Audit Reports of AB 2766 Fee Revenue Recipients for Fiscal Years Ending June 30, 2020 and 2021:** Sujata Jain, Chief Financial Officer, presented the audit reports completed by independent Certified Public Accountants for the fiscal years ending June 30, 2020 and 2021, which include fee revenues subvended, South Coast AQMD's share, MSRC's share and local governments' share of such funds. For additional information please refer to the [Webcast at 15:30](#).
8. **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 Maya Lin for Fabulous Female Friday. For additional information please refer to the [Webcast at 17:14](#).

9. **Status Report on Major Ongoing and Upcoming Projects for Information Management:** Ron Moskowitz, Chief Information Officer, reported on the status of various projects and projects that have been completed. For additional information please refer to the [Webcast at 27:02.](#)

ACTION ITEMS:

5. **Approval of Compensation for Board Member Assistant(s)/Consultant(s):** There were four proposals for the compensation of the Board Member Assistant(s)/Consultant(s) for new fiscal year 2024-25. The contracts will be effective from July 1, 2024 through June 30, 2025. For additional information please refer to the [Webcast at 10:15.](#)

Supervisor Perez inquired about the formula for compensation. Mr. Nastri confirmed that staff would provide that information to him.

Moved by Kracov; seconded by Perez, unanimously approved.

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

10. **Execute Contract to Determine Brake and Tire Wear Exposure Concentrations in South Coast Air Basin and Coachella Valley:** Scott Epstein, Planning and Rules Manager/Planning, Rule Development and Implementation, reported that the Board approved funding for a MATES VI contract to study the contribution of brake and tire wear towards PM, and as a result an RFP was issued. This action is to execute a contract with Emissions Analytics, LLC to conduct the brake and tire wear study in an amount not to exceed \$850,000.

Supervisor Perez indicated that he supports this study but requested a study to mitigate dust in Coachella Valley. Vice Chair Cacciotti commented that he is excited about this study and interested to see the results. For additional information please refer to the [Webcast at 28:35.](#)

Moved by Kracov; seconded by Perez, unanimously approved.

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

11. **Appropriate Funds from Undesignated (Unassigned) Fund Balance for Permitting Enhancement Program:** Dr. Jillian Wong, Assistant Deputy Officer, Engineering & Permitting, indicated that this item is asking for \$100,000 of unspent funds, plus an additional \$200,000 to be appropriated from the Undesignated Fund Balance into Engineering & Permitting's FY 2024-25 budget to be used for either consultant or retiree assistance in efforts to reduce the permit inventory.

Supervisor Perez asked for confirmation that this budget is for retirees to continue assisting with the permitting enhancement program. Dr. Wong confirmed that is the case. For additional information please refer to the [Webcast at 34:34](#).

Moved by Perez; seconded by Kracov, unanimously approved.

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

WRITTEN REPORT:

None.

OTHER MATTERS:

12. **Other Business:** Supervisor Perez indicated he is looking forward to the conversation regarding South Coast AQMD and Coachella Valley leadership to hear about the work and efforts for that area. Mr. Nastri confirmed that staff is committed to continue working with CVAG.

For additional information please refer to the [Webcast at 38:03](#).

13. **Public Comment:** There was no public comment.
14. **Next Meeting Date:** The next regular Administrative Committee meeting is scheduled for Friday, August 9, 2024 at 10:00 a.m.

Adjournment

The meeting was adjourned at 10:38 a.m.