

**Bay Area Air Quality Management District
939 Ellis Street
San Francisco, California 94109
(415) 771-6000**

APPROVED MINUTES

Summary of Board of Directors
Personnel Committee Meeting
10:00 a.m., Thursday, December 15, 2005

- 1. Call to Order – Roll Call:** Chair Harold Brown called the meeting to order at 10:05 a.m.

Present: Harold Brown, Chair; Scott Haggerty (10:10 a.m.), Patrick Kwok, Jake McGoldrick, Julia Miller, Mark Ross, Michael Shimansky (10:21 a.m.), Pamela Torliatt (10:17 a.m.).

Absent: None.

Also Present: Marland Townsend

- 2. Public Comment Period:** There were none.

- 3. Approval of Minutes of April 7, 2005:** Director Kwok moved approval of the minutes; seconded by Director Miller; carried unanimously without objection.

- 4. Discussion of the Personnel Committee’s Role in Recommending Appointees to the Advisory Council:** *The Personnel Committee discussed and considered its role relative to the Advisory Council Applicant Selection Working Group and recommended that the Board of Directors alter its current practice with respect to the recommendations of the Working Group.*

Jack Broadbent, Executive Officer/APCO, provided background on the establishment, in September 1994, of the Advisory Council’s Applicant Selection Committee, later changed to the Applicant Selection Working Group. Mr. Broadbent stated that the Air District’s Administrative Code provides that the Personnel Committee is to recommend appointees for Board of Director approval to fill vacancies on the Advisory Council. The recommendations from the Applicant Selection Working Group have recently been made by the Executive Committee.

Director Scott Haggerty arrived at 10:10 a.m.

The Committee discussed the member categories as provided in the Health and Safety Code and the provision that the Board Chair is an ex-officio member of the Advisory Council.

Brian Zamora, Advisory Council Chairperson, discussed the merits of the Applicant Selection Working Group. The consensus of the Committee was to alter its current practice with respect to the recommendations of the Working Group and take a more active role in the appointment process of the Advisory Council members.

Director Miller moved that the top two candidates per category, as recommended by the Applicant Selection Working Group, be interviewed by the Personnel Committee; seconded by Director Kwok.

Director Pamela Torliatt arrived at 10:17 a.m.

There was discussion on submitting the applications of those candidates not recommended by the Applicant Selection Working Group so the Personnel Committee could review them.

Director Michael Shimansky arrived at 10:21 a.m.

Committee Action: Director Miller restated her motion and moved that the Applicant Selection Working Group conduct interviews and rank the candidates; that all of the applications are forwarded to the Committee with the Applicant Selection Working Group's top two recommendations; and that the Personnel Committee interview the top two candidates; seconded by Director Haggerty.

There was a brief discussion on the number of candidates for each category and that sometimes there is only one candidate for a given category. The motion then carried unanimously without objection.

5. Consideration of Possible Re-Appointment of Advisory Council Members: *The Committee considered recommendations on re-appointments to the Advisory Council.*

Mr. Broadbent stated that there are ten members of the Advisory Council seeking re-appointment. The Committee discussed the possible re-appointment of the ten Advisory Council members. Based on the active role the Committee will now take regarding appointments to the Council, the re-appointment of the ten Advisory Council members was deferred. Staff was directed to conduct an open recruitment for the ten positions. The Committee will consider the current members seeking re-appointment along with outside applicants. Staff was also directed to provide the Committee with additional information as discussed.

Committee Action: Director Miller moved that the Committee table the action and requested staff come back to the Committee with the information requested; seconded by Director Haggerty.

There was discussion on interviewing the current members and the process for recruiting new candidates. The process is to be completed by March 15, 2006. The motion then carried by acclamation with Director Brown opposing the motion.

6. **Consideration of Recommendation for Public Health Member to Advisory Council:** *The Committee considered recommendation of an appointment to the Public Health member category on the Advisory Council.*

William Hanna, Chairperson of the Applicant Selection Working Group, stated that three candidates were selected to be interviewed. One candidate withdrew their application. Mr. Hanna stated that the Working Group recommends the appointment of Steven Kmucha, M.D. to the Public Health Agency category on the Advisory Council for an unexpired term that will end on December 31, 2006.

Michael Rich, Human Resources Officer, noted that the Personnel Committee had interviewed Dr. Kmucha when he applied for a position on the Hearing Board.

Committee Action: Director Ross moved that the Committee recommend that the Board of Directors appoint Steven Kmucha, M.D. to the “Public Health Agency” category on the Advisory Council to complete an unexpired term that began on January 1, 2005 and will end on December 31, 2006; seconded by Director Miller; carried unanimously without objection.

7. **Committee Member Comments/Other Business.** Director Haggerty requested that a future agenda include the issues of term limits, attendance at meetings, and the number of years each member has been on the Council.

Mr. Broadbent stated that a report on the Ozone Strategy will be presented at the January 4, 2006 Board meeting.

8. **Time and Place of Next Meeting:** At the Call of the Chair.
9. **Adjournment:** The meeting was adjourned at 11:10 a.m.

/s/ Mary Romaidis
Mary Romaidis
Clerk of the Boards