

**Bay Area Air Quality Management District**  
**939 ELLIS STREET**  
**SAN FRANCISCO, CALIFORNIA 94109**  
**(415) 749-5000**

**APPROVED MINUTES**

Summary of Board of Directors  
Executive Committee Meeting  
9: 30 a.m., Thursday, April 10, 2008

1. **Call to Order - Roll Call:** Chair Jerry Hill called the meeting to order at 9:38 a.m.  
**Present:** Jerry Hill, Chair, Chris Daly, Mark Ross, Pamela Torliatt, Gayle B. Uilkema.  
**Absent:** John Gioia, Scott Haggerty, Tim Smith, Brad Wagenknecht.
2. **Public Comment Period:** There were none.
3. **Approval of Minutes of December 17, 2007:** Director Torliatt moved approval of the minutes; seconded by Director Ross; carried unanimously without objection.
4. **Quarterly Report of the Hearing Board – January 2008 – March 2008:** *Terry Trumbull, Hearing Board Member provided the Committee with the report.*

Mr. Trumbull stated there were 6 new cases and that the Air District has received an estimate of \$10,000 from fees and fines.

Chair Hill thanked Mr. Trumbull for the report.

**Committee Action:** None. This report provided for information only.

5. **Report of the Advisory Council - January – March 2008:** *Louise Bedsworth, PH.D., Advisory Council Chair provided the Committee with the report.*

Dr. Bedsworth stated the Advisory Council started with its retreat in January. Each Committee is working towards a project that would be useful for the Air District. The Planning Committee would primarily be looking at transportation, climate change, and air quality in conjunction with the Air District. Dr. Bedsworth also stated that there was a presentation on the regional transportation plan that was presented by the Metropolitan Transportation Commission (MTC) staff and that is moving forward.

Dr. Bedsworth continued stating that the Technical Committee is clearly focusing on linkages, potential synergies and conflict between air quality and the climate change program. Dr. Harley, from U.C. Berkeley, has done modeling and climate change studies in central California and also provided the Committee with a presentation with startling results. If you looked at emission reductions and how it could affect the Bay Area, there is not a significant change in the emission reduction for ozone.

Going forward, Dr. Bedsworth stated that the Public Health Committee has worked on Wood Burning and there is support by the Council on the Wood Burning Rule that is being considered by the Air District. In addition, the Public Health Committee is working on the Indoor Air Quality and Asthma, and will consider the use of educational programs. At its last meeting, the Committee considered a recommendation to move this item to the Council at its next meeting.

Dr. Bedsworth concluded her report.

Director Ross asked about climate change and its correlation to wind. Dr. Bedsworth responded to Director Ross stating that it has to do with the background conservation of ozone and the correlation of India and China. She further stated that the coastal regions of California are strongly affected by what is coming in from the inflow areas. As this rises, the Bay Area is highly affected by the inflow boundary condition. Director Ross commented that perhaps if there are indoor air quality school components in the Bay Area and if Air District worked with South Coast, that a pilot program could be developed in the school districts. Mr. Broadbent also stated that there is currently a program implemented by the U.S. Environmental Protection Agency (EPA), and the Air District could contact them for more information.

Director Uilkema asked about Indoor Air Quality stating that there have been numerous applications for housing projects in Contra Costa County that are fostered by infill. Director Uilkema further stated that once those projects are approved, there is still an issue of marginal air quality, as trucks will continue to travel along the route with diesel particulate, in addition to other contaminants.

Chair Hill thanked Dr. Bedsworth for the report.

**6. Production System Update:** The Committee received an update on the Production System project.

Mr. Broadbent provided the Committee with a brief introduction. In January 2008, the Board of Directors discussed taking funds out of the reserves to set aside for the production system, and the Air District has moved forward with the project. The Air District felt that it was time to show the Committee the progress of this project.

Mr. Jeff McKay, Deputy Air Pollution Control Officer, provided the Committee with the presentation and update.

The outline of the presentation included:

- Current District Systems and History
- Timeline and Costs
- Deliverables
- Enabling the New Model with Technology

Mr. McKay stated that the current implementation is embodied in two different systems, DataBank and Iris. There is an attempt to conduct nightly transfers to keep the two in sync.

DataBank was established in 1975 and Iris in 2001 after a substantial amount of work. The initial intent was for Iris to completely replace DataBank but unfortunately it did not work out that way.

The details of DataBank included:

- HP system based on late 1960's technology
- First built in 1975
- Currently used for permit systems
- Limited functionality
- Original replacement project commenced 1992

Mr. McKay provided the Committee with greater detail on the first half of the project, as it is important to maintain accountability to the Committee as far as timelines, and costs.

Mr. McKay stated to date, the Air District feels good about meeting targets that were set a year ago.

Deliverables to date include:

- Business process mapping
- Business process improvement
- Requirements

The improved processes are based on many hours of work by Air District staff. Providing further detail, Mr. McKay stated that Engineering staff has come up with 7 process maps, as the business was broken down into 16 different processes. Seven of which were built out by the Engineering and Administrative staff and 9 by Enforcement and Legal.

Mr. McKay provided the Committee with illustrations of the mapping process which was displayed throughout the room.

Examples of long term initiatives include:

- Public Health based prioritization
- On-line permits
- On-line renewal
- Streamlined Notice To Comply
- System assisted compliance reports

Examples of quick fix initiatives include:

- Payments
- Invoicing
- Review cycle timing

Mr. McKay stated at a future meeting it is the Air District's intent is to provide a demonstration to the Committee on how the business is going to be automated. At present the largest challenge of the Air District is to keep track of many different types of content that are interrelated.

Mr. McKay introduced John Chiladakis, Information Systems Manager, stating that Mr. Chiladakis would guide the Committee on the use of DataBank and Iris.

Mr. Chiladakis provided the Committee with hands on demonstration. The demonstration included the use of viewing a permit and list of conditions.

The Committee expressed how impressed they were with the demonstration and congratulated staff.

Chair Hill stated that it was great work and thanked staff for their leadership with the project, as it appears it will work and is below budget.

**Committee Action:** This report was provided for information only.

**7. Closed Session Conference with Air District Labor Negotiators:** *Pursuant to Government Code Section 54957.6(a).*

The Committee convened to closed session at 10:35 a.m. and reconvened to open session at 11:00 a.m. Brian Bunger, Legal Counsel reported that the Committee met in closed session to discuss the Air Districts Labor Negotiations and provided direction to staff.

**8. Committee Member Comments/Other Business:** None.

**9. Time and Place of Next Meeting:** 9:30 a.m., Monday, May 12, 2008 at 939 Ellis Street, San Francisco, CA 94109.

**10. Adjournment.** The meeting was adjourned at 11:00 a.m.

*/s/Vanessa Johnson*  
Acting Clerk of the Board