



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

BOARD OF DIRECTORS
PERSONNEL COMMITTEE MEETING
COMMITTEE MEMBERS

HAROLD BROWN – CHAIRPERSON
SCOTT HAGGERTY
CAROL KLATT
YORIKO KISHIMOTO

DAN DUNNIGAN – VICE CHAIRPERSON
JANET LOCKHART
MARK ROSS
MICHAEL SHIMANSKY

**THURSDAY
NOVEMBER 13, 2008
10:45 A.M.**

**FOURTH FLOOR CONFERENCE ROOM
DISTRICT OFFICES**

AGENDA

1. **CALL TO ORDER - ROLL CALL**
2. **PUBLIC COMMENT PERIOD** (*Public Comment on Non-Agenda Items Pursuant to Government Code § 54954.3*) *Members of the public are afforded the opportunity to speak on any agenda item. All agendas for regular meetings are posted at District headquarters, 939 Ellis Street, San Francisco, CA, at least 72 hours in advance of a regular meeting. At the beginning of the regular meeting agenda, an opportunity is also provided for the public to speak on any subject within the Committee's subject matter jurisdiction. Speakers will be limited to five (5) minutes each.*
3. **APPROVAL OF MINUTES OF JULY 31, 2008**
4. **CONDUCT INTERVIEWS AND CONSIDER RECOMMENDING APPLICANTS TO FILL EXPIRED TERMS OF OFFICE ON THE AIR DISTRICT'S ADVISORY COUNCIL**

J. Broadbent/5052
jbroadbent@baaqmd.gov

The Committee will conduct interviews of candidates to fill expired terms of office on the Advisory Council.
5. **COMMITTEE MEMBER COMMENTS/OTHER BUSINESS**

Any member of the Board, or its staff, on his or her own initiative or in response to questions posed by the public, may: ask a question for clarification, make a brief announcement or report on his or her own activities, provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter or take action to direct staff to place a matter of business on a future agenda. (Gov't Code § 54954.2)
6. **TIME AND PLACE OF NEXT MEETING:** *At the Call of the Chair.*
7. **ADJOURNMENT**

CONTACT EXECUTIVE OFFICE - 939 ELLIS STREET SF, CA 94109

(415) 749-5127

FAX: (415) 928-8560

BAAQMD homepage:

www.baaqmd.gov

- To submit written comments on an agenda item in advance of the meeting.
- To request, in advance of the meeting, to be placed on the list to testify on an agenda item.
- To request special accommodations for those persons with disabilities notification to the Executive Office should be given at least 3 working days prior to the date of the meeting, so that arrangements can be made accordingly.
- Any writing relating to an open session item on this Agenda that is distributed to all, or a majority of all, members of the body to which this Agenda relates shall be made available at the District's offices at 939 Ellis Street, San Francisco, CA 94109, at the time such writing is made available to all, or a majority of all, members of that body. Such writing(s) may also be posted on the District's website (www.baaqmd.gov) at that time.

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
939 ELLIS STREET, SAN FRANCISCO, CALIFORNIA 94109
(415) 771-6000

EXECUTIVE OFFICE:
MONTHLY CALENDAR OF DISTRICT MEETINGS

NOVEMBER 2008

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Joint Policy Committee	Friday	7	10:00 a.m. – 12:00 p.m.	MTC 101 - 8 th Street Oakland, CA 94607
Advisory Council Executive Committee Meeting <i>(Meets 2nd Wednesday Every Other Month)</i>	Wednesday	12	10:00 a.m.	Room 716
Advisory Council Regular Meeting <i>(Meets 2nd Wednesday Every Other Month)</i>	Wednesday	12	10:30 a.m.	Board Room
Board of Directors Personnel Committee <i>(At the Call of the Chair)</i>	Thursday	13	10:45 a.m.	4 th Floor Conf. Room
Board of Directors Ad Hoc Cme. on Port Emissions <i>(At the Call of the Chair)</i>	Monday	17	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Budget & Finance Committee <i>(Meets 4th Wednesday of each month) - CANCELLED</i>	Wednesday	17	Immediately Following Ad Hoc Cme. on Port Emissions	4 th Floor Conf. Room
Board of Directors Regular Meeting <i>(Meets 1st & 3rd Wednesday of each Month)</i>	Wednesday	19	9:45 a.m.	Board Room
Board of Directors Mobile Source Committee – <i>(Meets 4th Thursday of each Month)</i>	Wednesday	19	Immediately Following Board Meeting	4 th Floor Conf. Room
Board of Directors Climate Protection Committee Meeting <i>(Meets 3rd Thursday Every Other Month) – TO BE RESCHEDULED</i>	Thursday	20	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Legislative Committee <i>(Meets 4th Monday of the Month)</i>	Monday	24	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Budget & Finance Committee <i>(Meets 4th Wednesday of each month) - RESCHEDULED TO MONDAY, NOVEMBER 17, 2008</i>	Wednesday	26	9:30 a.m.	4 th Floor Conf. Room

DECEMBER 2008

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Advisory Council Technical Committee <i>(Meets 1st Monday of every even Month) - CANCELLED</i>	Monday	1	9:30 a.m.	Board Room
Board of Directors Climate Protection Committee Meeting <i>(Meets 3rd Thursday Every Other Month)</i>	Thursday	1	9:30 a.m.	4 th Floor Conf. Room

DECEMBER 2008

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Regular Meeting <i>(Meets 1st & 3rd Wednesday of each Month)</i>	Wednesday	3	9:45 a.m.	Board Room
Advisory Council Air Quality Planning Committee <i>(Meets 1st Thursday Even Month)</i>	Thursday	4	9:30 a.m.	Board Room
Advisory Council Public Health Committee – <i>(Meets 2nd Wednesday Even Month)</i> - CANCELLED	Wednesday	10	1:30 p.m.	Board Room
Board of Directors Stationary Source Committee <i>(Meets 3rd Monday Quarterly)</i>	Monday	15	9:30 a.m.	Board Room
Board of Directors Regular Meeting <i>(Meets 1st & 3rd Wednesday of each Month)</i>	Wednesday	17	9:45 a.m.	Board Room
Board of Directors Legislative Committee <i>(Meets 4th Monday of the Month)</i>	Monday	22	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Budget & Finance Committee <i>(Meets 4th Wednesday of each month)</i> AT THE CALL OF THE CHAIR	Wednesday	24	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Mobile Source Committee – <i>(Meets 4th Thursday of each Month)</i> TO BE RESCHEDULED	Thursday	25	9:30 a.m.	4 th Floor Conf. Room

JANUARY 2009

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Public Outreach Committee <i>(Meets 1st Thursday every other Month)</i>	Thursday	1	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Regular Meeting <i>(Meets 1st & 3rd Wednesday of each Month)</i>	Wednesday	7	9:45 a.m.	Board Room
Advisory Council Executive Committee Meeting <i>(Meets 2nd Wednesday Every Other Month)</i>	Wednesday	14	9:00 a.m.	Room 716
Advisory Council Regular Meeting <i>(Meets 2nd Wednesday Every Other Month)</i>	Wednesday	14	10:00 a.m.	Board Room
Board of Directors Regular Meeting <i>(Meets 1st & 3rd Wednesday of each Month)</i>	Wednesday	21	9:45 a.m.	Board Room
Board of Directors Mobile Source Committee – <i>(Meets 4th Thursday of each Month)</i>	Thursday	22	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Legislative Committee <i>(Meets 4th Monday of the Month)</i>	Monday	26	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Budget & Finance Committee <i>(Meets 4th Wednesday of each month)</i>	Wednesday	28	9:30 a.m.	4 th Floor Conf. Room

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Brown and Members
of the Personnel Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: November 1, 2008

Re: Personnel Committee Draft Meeting Minutes

RECOMMENDED ACTION:

Approve attached draft minutes of the Personnel Committee meeting of July 31, 2008.

DISCUSSION

Attached for your review and approval are the draft minutes of the July 31, 2008 Personnel Committee meetings.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

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

DRAFT MINUTES

Summary of Board of Directors
Personnel Committee Meeting
9:30 a.m., Thursday, July 31, 2008

1. **Call to Order:** Chairperson Harold Brown called the meeting to order at 9:30 a.m.
Roll Call: Dan Dunnigan, Scott Haggerty, Carol Klatt, Janet Lockhart, Mark Ross, Michael Shimansky, and Chairperson Harold Brown
Absent: Yoriko Kishimoto
2. **Public Comment Period:** There were none.
3. **Approval of Minutes of April 4, 2008 and May 30, 2008:**
Committee Action: Director Shimansky moved to approve the Minutes of April 4, 2008 and May 30, 2008; seconded by Vice Chair Dunnigan; carried unanimously without objection.
4. **Conduct Interviews and Consider Recommending Applicant to Fill an Unexpired Term of Office on the Air District's Hearing Board in the Alternate Engineer Category:** *The Committee conducted an interview of a candidate to fill an unexpired term of office on the Hearing Board Alternate Engineer category.*

The Committee interviewed the following candidate: Gilbert Bendix

Committee Action: Director Shimansky moved to recommend appointment of Gilbert Bendix to fill an unexpired term of office on the Air District's Hearing Board in the Alternate Engineer category; seconded by Director Lockhart; carried unanimously without objection.
5. **Committee Member Comments/Other Business.** There were none.
6. **Time and Place of Next Meeting:** At the Call of the Chair.
7. **Adjournment:** The meeting was adjourned at 9:47 a.m.

/s/ Lisa Harper
Clerk of the Boards

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Memorandum

To: Chairperson Harold Brown and
Members of the Personnel Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: November 3, 2008

Re: Conduct Interviews and Consider Recommending Board of Directors'
Approval of Candidates for Appointment to the Air District's Advisory
Council

RECOMMENDED ACTION:

Conduct interviews and consider recommending Board of Directors' approval of appointment of candidates to fill twelve (12) Advisory Council positions.

BACKGROUND:

Pursuant to Section 40261 of the California Health and Safety Code the District is required to maintain an Advisory Council consisting of 20 members. Further, section 40262 requires that the member categories consist of at least three representatives of public health agencies; at least four representatives of private organizations active in conservation or protection of the environment within the bay district; at least one representative of colleges or universities in the state; and at least one representative of each of the following groups within the bay district: regional park district, park and recreation commissions or equivalent agencies of any city, public mass transportation system, agriculture, industry, community planning, transportation, registered professional engineers, general contractors, architects, and organized labor. To the extent that suitable persons cannot be found for each of the specified categories, council members may be appointed from the general public. The new terms would expire on December 31, 2010.

DISCUSSION:

The terms of office for the following categories will expire on December 31, 2008: agriculture, architect, colleges & universities, community planning, conservation organization, general contractor, public, public health agency, registered professional engineer, and transportation. Of the twelve positions with terms expiring, six incumbents have expressed an interest in re-appointment. After extensive recruitment and outreach efforts, a total of thirteen non-incumbents applied. The Human Resources Office has screened each candidate's experience and education relative to the position for which the candidate applied and has selected twelve candidates with the most relevant experience to interview with the Personnel Committee.

Interviews of the twelve non-incumbent candidates will take place on Thursday, November 13, 2008 and will begin at 10:50 am. The length of each interview will be approximately fifteen minutes. The application materials of the eleven candidates are included for your review.

Incumbent candidates (those seeking re-appointment) will not be scheduled for an interview, but information on their attendance and leadership roles is included for your review.

The candidates to be interviewed are listed below, along with the position they seek. The name of the current incumbent is shown in bolded letters.

Agriculture	Jonathan Ruel (William Hanna)
Community Planning	Stanley Hayes Neal Osborne (Linda Weiner)
Conservation Organization	Jennifer Bard Keith Park (Irvin Dawid)
General Contractor	Benjamin Bolles Neil Rauschhuber (Fred Glueck)
Public Health Agency	Jane Martin Sarah Martin-Anderson Dr. Dorothy Vura-Weis (Brian Zamora)
Registered Professional Engineer	Veronica Jacobi Rosanna Lerma (Sam Altshuler)

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO