



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

MONDAY
NOVEMBER 24, 2008
*Immediately Following the
Executive Committee Meeting*

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 NOVEMBER 13, 2008**
4. **CONDUCT AN INTERVIEW AND CONSIDER RECOMMENDING APPLICANT TO FILL EXPIRED TERM OF OFFICE ON THE ADVISORY COUNCIL**

J. Broadbent/5052
jbroadbent@baaqmd.gov

The Committee will conduct an interview of a candidate to fill an expired term 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>
Board of Directors Legislative Committee <i>(Meets 4th Monday of the Month) -</i> CANCELLED	Monday	24	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Executive Committee <i>(At the Call of the Chair)</i>	Monday	24	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Personnel Committee <i>(At the Call of the Chair)</i>	Monday	24	Immediately Following Executive Committee Meeting	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)</i> - CANCELLED	Monday	1	9:30 a.m.	Board Room
Board of Directors Climate Protection Committee Meeting <i>(Meets 3rd Thursday Every Other Month)</i>	Monday	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	3	9:45 a.m.	Board Room
Advisory Council Air Quality Planning Committee <i>(Meets 1st Thursday Even Month)</i> - CANCELLED	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> - CANCELLED	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> - CANCELLED	Wednesday	24	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 Regular Meeting <i>(Meets 1st & 3rd Wednesday of each Month)</i>	Wednesday	7	9:45 a.m.	Board Room
Advisory Council Retreat <i>(Meets 2nd Wednesday Every Other Month)</i>	Wednesday	14	10:00 a.m.	Board Room
Board of Directors Regular Meeting/Retreat <i>(Meets 1st & 3rd Wednesday of each Month)</i>	Wednesday	21	9:45 a.m.	To Be Determined
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
HL - 11/19/08 (3:47 a.m.) P/Library/Forms/Calendar/Calendar/Moncal				

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 15, 2008

Re: Personnel Committee Draft Meeting Minutes

RECOMMENDED ACTION:

Approve attached draft minutes of the Personnel Committee meeting of November 14, 2008.

DISCUSSION

Attached for your review and approval are the draft minutes of the November 14, 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
10:45 a.m., Thursday, November 13, 2008

1. Call to Order: Chairperson Harold Brown called the meeting to order at 10:49 a.m.

Roll Call: Harold Brown, Chairperson; Dan Dunnigan, Vice-Chairperson; Yoriko Kishimoto, Carol Klatt, Janet Lockhart, Mark Ross, Michael Shimansky and Jerry Hill

Absent: Dan Dunnigan, Scott Haggerty and Jerry Hill

2. Public Comment Period: There were none.

3. Approval of Minutes of July 31, 2008:

Committee Action: Director Shimansky made a motion to approve the Minutes of July 31, 2008; seconded by Director Lockhart; carried unanimously without opposition.

4. Conduct Interviews and Consider Recommending Applicants to Fill Expired Terms of Office on the Air District's Advisory Council: *The Committee conducted interviews of candidates to fill expired terms of office on the Advisory Council.*

The Committee interviewed applicants to fill expired terms of office on the Advisory Council and took the following action:

NEW CANDIDATES:

Name	Category	Action
Jonathan Ruel	Agriculture	Committee Action: Director Shimansky made a motion to recommend Jonathan Ruel to the Board of Directors to fill an expired term of office on the Air District's Advisory Council; seconded by Director Lockhart; carried unanimously without opposition.

Name	Category	Action
Stanley Hayes	General Public	Committee Action: Director Kishimoto made a motion to recommend Stanley Hayes to the Board of Directors to fill an expired term of office (for Cassandra Adams) on the Air District's Advisory Council; seconded by Director Brown; carried unanimously without opposition.
Neal Osborne	Community Planning	Committee Action: Director Kishimoto made a motion to recommend Neal Osborne to the Board of Directors to fill an expired term of office on the Air District's Advisory Council; seconded by Director Brown; carried unanimously without opposition.
Jennifer Bard	Conservation Organization	Committee Action: Director Ross made a motion to recommend Jennifer Bard to the Board of Directors to fill an expired term of office on the Air District's Advisory Council; seconded by Director Lockhart; carried by a vote of 5-1.
Keith Park	Conservation Organization	Interviewed and not recommended for appointment.
Benjamin Bolles	General Contractor	Committee Action: Director Kishimoto made a motion to recommend Benjamin Bolles to the Board of Directors to fill an expired term of office on the Air District's Advisory Council; seconded by Director Brown; carried unanimously without opposition.
Neal Rauschhuber	General Contractor	Not interviewed due to delay in schedule.
Jane Martin	Public Health Agency	Interviewed and not recommended for appointment.
Sarah Martin-Anderson	Public Health Agency	Committee Action: Director Kishimoto made a motion to recommend Sarah Martin-Anderson to the Board of Directors to fill an expired term of office on the Air District's Advisory Council; seconded by Director Brown; carried by a vote of 4-2.

Name	Category	Action
Dorothy Vura-Weis	Public Health Agency	Committee Action: Director Kishimoto made a motion to recommend Dorothy Vura-Weis to the Board of Directors to fill the expired term of office (for Steven Kmucha) on the Air District's Advisory Council; seconded by Director Brown; carried by a vote of 4-2.
Rosanna Lerma	Registered Professional Engineer	Committee Action: Director Kishimoto made a motion to recommend Rosanna Lerma to the Board of Directors to fill an expired term of office on the Air District's Advisory Council; seconded by Director Lockhart; carried unanimously without opposition.

INCUMBENT MEMBERS SEEKING RE-APPOINTMENT:

Name	Category	Action
Cassandra Adams	Architect	Not recommended for re-appointment.
Louise Wells-Bedsworth	Transportation	Committee Action: Director Shimansky made a motion to recommend Louise Wells-Bedsworth to the Board of Directors for re-appointment on the Air District's Advisory Council; seconded by Director Kishimoto; carried unanimously by those present.
Robert Bornstein	Colleges & Universities	Committee Action: Director Shimansky made a motion to recommend Robert Bornstein to the Board of Directors for re-appointment on the Air District's Advisory Council; seconded by Director Kishimoto; carried unanimously by those present.
John Holtzclaw	Conservation Organization	Committee Action: Director Shimansky made a motion to recommend John Holtzclaw to the Board of Directors for re-appointment on the Air District's Advisory Council; seconded by Director Kishimoto; carried unanimously by those present.

Name	Category	Action
Robert T.P. Huang	Public Member	Committee Action: Director Shimansky made a motion to recommend Robert T.P. Huang to the Board of Directors for re-appointment on the Air District's Advisory Council; seconded by Director Kishimoto; carried unanimously by those present.
Steven T. Kmucha	Public Health Agency	Not recommended for re-appointment.

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 1:35 p.m.

Lisa Harper
Clerk of the Boards

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 17, 2008

Re: Conduct an Interview and Consider Recommending Board of Directors'
Approval of a candidate for the General Contractor Category on the Advisory
Council

RECOMMENDED ACTION:

Conduct an interview and consider recommending Board of Directors' approval of a candidate for the General Contractor Category on the Advisory Council.

BACKGROUND

At the November 13, 2008 meeting of the Personnel Committee, the Committee interviewed candidates for vacancies on the Advisory Council. For the category of General Contractor, the Committee interviewed one candidate, Benjamin Bolles. A second candidate in that category, Neal Rauschubber, was scheduled to be interviewed but left before the interview began because of other commitments. Since there is a possibility that Mr. Bolles may not accept the position, the Committee was asked to reschedule Mr. Rauschubber for an interview.

DISCUSSION

Mr. Rauschubber is scheduled to be interviewed Monday, November 24, 2008 at 11:00 AM, at the Personnel Committee Meeting which will take place immediately following the Legislative Committee Meeting on the same date. The length of the interview will be approximately fifteen minutes. The application materials for Mr. Rauschubber are included for your review.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO