BAY AREA AIR QUALITY MANAGEMENT DISTRICT

BOARD OF DIRECTORS
EXECUTIVE COMMITTEE MEETING

COMMITTEE MEMBERS

PAMELA TORLIATT – CHAIR
TOM BATES – SECRETARY
JOHN GIOIA
YORIKO KISHIMOTO

BRAD WAGENKNECHT – VICE CHAIRPERSON
CHRIS DALY
SCOTT HAGGERTY
MARK ROSS
GAYLE B. UILKEMA

THURSDAY
SEPTEMBER 24, 2009
9:30 A.M.

4TH FLOOR CONFERENCE ROOM
DISTRICT OFFICE

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 three (3) minutes each.*

3. **APPROVAL OF MINUTES OF JULY 29, 2009**

4. **UPDATE ON THE INDIRECT SOURCE RULE** — **H. Hilken/4642** hhilken@baaqmd.gov

   The Committee will receive an update on the Indirect Source Rule.

5. **AIR DISTRICT CEQA GUIDELINES UPDATE** — **H. Hilken/4642** hhilken@baaqmd.gov

   The Committee will receive an update on the Air District's CEQA guidelines.

6. **CONTINUED DISCUSSION TO AMEND THE AIR DISTRICT'S ADMINISTRATIVE CODE REGARDING BOARD OF DIRECTORS OFFICERS' TERM OF OFFICE**

   J. Broadbent/5052 jbroadbent@baaqmd.gov

   The Committee will continue discussions to consider amending the Administrative Code to re-establish a two-year term of office for Board Officers.

7. **UPDATE OF SURVEY RESULTS RELATIVE TO POTENTIAL RELOCATION OF AIR DISTRICT HEADQUARTERS** — **J. Broadbent/5052** jbroadbent@baaqmd.gov

   The Committee will receive an update of survey results relative to potential relocation of the Air District headquarters.

8. **CALIFORNIA AIR RESOURCES BOARD APPOINTMENTS** **J. Broadbent/5052**
jbroadbent@baaqmd.gov

The Committee will consider procedures for notifying Board Members regarding California Air Resources Board vacancies.

9. **COMMITTEE MEMBER COMMENTS/OTHER BUSINESS**

Any member of the Committee, 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).

10. **TIME AND PLACE OF NEXT MEETING: AT THE CALL OF THE CHAIR**

11. **ADJOURNMENT**

CONTACT EXECUTIVE OFFICE- 939 ELLIS STREET SAN FRANCISCO, CA 94109

(415) 749-5130
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 Clerk's Office should be given at least three 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

SEPTEMBER 2009

TYPE OF MEETING	DAY	DATE	TIME	ROOM
Board of Directors Budget & Finance Committee *(At the Call of the Chair)*	Wednesday	16	8:30 a.m.	4th Floor Conf. Room
Board of Directors Regular Meeting *(Meets 1st & 3rd Wednesday of each Month)*	Wednesday	16	9:45 a.m.	Board Room
Joint Policy Committee	Friday	18	10:00 a.m.	MTC Auditorium 101 8th Street Oakland, CA 94607
Board of Directors Executive Committee Meeting *(At the Call of the Chair)*	Thursday	24	9:30 a.m.	4th Floor Conf. Room
Board of Directors Mobile Source Committee – *(Meets 4th Thursday of each Month)* - CANCELLED AND RESCHEDULED TO 10/5//09	Thursday	24	9:30 a.m.	4th Floor Conf. Room

OCTOBER 2009

TYPE OF MEETING	DAY	DATE	TIME	ROOM
Board of Directors Mobile Source Committee – *(Meets 4th Thursday of each Month)*	Monday	5	9:30 a.m.	4th Floor Conf. Room
Board of Directors Regular Meeting *(Meets 1st & 3rd Wednesday of each Month)*	Wednesday	7	9:45 a.m.	Board Room
Board of Directors Legislative Committee *(Meets 2nd Thursday each Month)* -CANCELLED	Thursday	8	9:30 a.m.	4th Floor Conf. Room
Board of Directors Climate Protection Committee *(Meets 2nd Thursday each Month)*	Thursday	8	Following Board Legislative Cme. Meeting	4th Floor Conf. Room
Advisory Council Regular Meeting	Wednesday	14	9:00 a.m.	Board Room
Board of Directors Public Outreach Committee *(Meets 1st Thursday each Month)*	Thursday	15	9:30 a.m.	4th Floor Conf. Room
Board of Directors Stationary Source Committee *(Meets 3rd Monday Quarterly)*	Monday	19	9:30 a.m.	Board Room

October 2009 Calendar Continued on Next Page

OCTOBER 2009

TYPE OF MEETING	DAY	DATE	TIME	ROOM
Board of Directors Regular Meeting *(Meets 1st & 3rd Wednesday of each Month)*	Wednesday	21	9:45 a.m.	Board Room
Board of Directors Mobile Source Committee – *(Meets 4th Thursday of each Month)*	Thursday	22	9:30 a.m.	4th Floor Conf. Room
Board of Directors Ad Hoc Cme. on Port Emissions	Monday	26	9:30 a.m.	4th Floor Conf. Room

NOVEMBER 2009

TYPE OF MEETING	DAY	DATE	TIME	ROOM
Board of Directors Regular Meeting *(Meets 1st & 3rd Wednesday of each Month)*	Wednesday	4	9:45 a.m.	Board Room
Advisory Council Regular Meeting	Tuesday	10	9:00 a.m.	Board Room
Board of Directors Legislative Committee *(Meets 2nd Thursday each Month)*	Thursday	12	9:30 a.m.	4th Floor Conf. Room
Board of Directors Climate Protection Committee *(Meets 2nd Thursday each Month)*	Thursday	12	9:30 a.m.	4th Floor Conf. Room
Joint Policy Committee	Friday	13	10:00 a.m.	MTC Auditorium 101 8th Street Oakland, CA 94607
Board of Directors Regular Meeting *(Meets 1st & 3rd Wednesday of each Month)*	Wednesday	18	9:45 a.m.	Board Room
Board of Directors Budget & Finance Committee *(At the Call of the Chair)* - CANCELLED	Monday	25	1:30 p.m.	4th Floor Conf. Room
Board of Directors Mobile Source Committee *(Meets 4th Thursday each Month)*	Thursday	26	9:30 a.m.	4th Floor Conf. Room

HL – 9/18/09 (12:44 P.m.)
P/Library/Forms/Calendar/Calendar/Moncal

AGENDA: 3

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Torliatt and Members of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: September 10, 2009

Re: Executive Committee Draft Meeting Minutes

RECOMMENDED ACTION

Approve attached draft minutes of the Executive Committee meeting of July 29, 2009

DISCUSSION

Attached for your review and approval are the draft minutes of the July 29, 2009 Executive Committee meeting.

Respectfully submitted,

for Jack P. Broadbent
Executive Officer/APCO

AGENDA: 3

Bay Area Air Quality Management District
939 Ellis Street
San Francisco, California 94109
(415) 749-5000

DRAFT MINUTES

Summary of Board of Directors
Executive Committee Meeting
9:30 a.m., Wednesday, July 29, 2009

Call to Order - Roll Call: Chairperson Pamela Torliatt called the meeting to order at 9:30 a.m.

Present: Pamela Torliatt, Chairperson; Brad Wagenknecht, Vice Chairperson; Chris Daly, John Gioia, Mark Ross and Gail B. Uilkema

Absent: Secretary Tom Bates, Scott Haggerty and Yoriko Kishimoto

Also Present: Hearing Board Member Terry Trumbull and Foundation Officer Marland Townsend

Public Comment Period: None

Approval of Minutes: Vice Chairperson Wagenknecht made a motion to approve the June 29, 2009 minutes; seconded by Director Daly; carried unanimously without objection.

Quarterly Report of the Hearing Board – April 2009 – June 2009: Mr. Terry Trumbull, Hearing Board Member, gave the Quarterly Report for April 2009 through June 2009.

Production System Update – *Staff Presentation by Director of Information Systems Services John Chiladakis*

Mr. Chiladakis provided the Committee with an update on the production system, discussed the timeline of events since the system's first approval in December 2006 to the present, noting that 18 core processes had been analyzed in divisions to optimize efficiency and consistency. Testing occurred every six months and he reviewed the following deliverables completed to date:

- Business Process Improvement
- Technology Selection
- Design and Prototyping
- Online Registration
- Map Integration
- Inspection Assistance

He then reviewed scheduled deliverables as being On-Line Permits, Field Inspection Assistance, On-Line Permit Renewal, NOV Automated Workflow, Title V Permits Integration, and On-Line Activity Authorization. Proof of concept was done with map integration, as well as an inspection assistance product for wood smoke investigation.

Committee/Staff Discussion and Comments:

Directors discussed on-line processes, the desire for air quality links on City and County websites, business process analysis and design, automating grant processes, providing future alternative language capabilities, and on-line reporting of grant awards and payment systems.

Committee Action: None; for information only.

Overview of Strategic Facility Planning Process – *Staff Presentation by Senior Policy Advisor Mary Ann Okpalaugo*

Ms. Okpalaugo provided an overview of the Strategic Facility Planning Process, stating that the Air District's building is inefficient with regard to energy and deferred maintenance. Its current operational maintenance cost is $1.825 million.

The Budget & Finance Committee received an overview of the initial RFP in October 2008 and directed staff to provide a status report on vendor selection. Capital facility planning responsibilities were assigned to the Budget & Finance Committee and approved by the Board of Directors on May 6, 2009.

Ms. Okpalaugo said 8 RFP's were received by the deadline, with 2 companies scoring very high, 3 scoring moderately high, and 2 scoring low. A revised RFP was issued May 2009 and the top 3 companies responded. Based upon proposals received, panel review and interviews, HOK, Inc. was selected for a contract amount not to exceed $35,000.

Pamela Adams, President, HOK, presented a project schedule, discussed initial kickoff meetings with the facilities working group and Executive Management staff and said they will conduct a series of outreach and interviews with division staff and conduct an employee survey.

Ms. Adams then presented a chart of comments and responses relating to building image and character, which revealed a desire for being sustainable/green, functional, a good neighbor, leader, forward thinking, innovative, light-filled and contemporary. Comments on work space interior revealed a desire for being functional, professional, efficient, fiscally sound, technology rich, inclusive and quiet.

Committee/Staff Discussion and Comments:

Director Gioia questioned and confirmed the location of District offices in Richmond and their respective leases.

Chairperson Torliatt suggested the facility embody an educational component focusing on air quality issues.

Director Gioia questioned when location would be discussed as part of the planning process. He discussed co-locating with another regional agency and believed this should be part of the process sooner as opposed to having the design of the building dictate where the District will locate.

Directors briefly discussed potential interest by ABAG staff, discussions with MTC, and Mr. Broadbent reiterated the primary goal to plan for the needs of the District.

Terry Green, Administrator of Technical Services, MTC, said that MTC has had conversations regarding strategic co-location and noted that staff is in the preliminary stages of discussions.

Director Daly supported the process with one caveat—he does not believe it is green to move out of the current building and convert another green space, as it is less environmentally conscious than staying put. He suggested discussion be held on reuse of the building and for the District to address green issues whether the current building is sold or not.

Director Uilkema suggested that discussions focus on financing, resources, grants and current assets, that all alternatives be explored, and that the District determine whether or not Executive Directors of regional agencies are truly interested.

Director Gioia requested clarification as to whether or not there is interest by MTC, ABAG and BCDC which would end up being more cost effective. He asked that a range of cost be determined because this will dictate specifics of the relocation involving acreage, locations, transportation and design.

Chairperson Torliatt noted that next steps would include a summary of survey results and recommendations and she supported the proposed process. Mr. Broadbent said staff is in the initial phases of the project, discussions are being held with regional agency staff, and financial considerations will be brought forward to the Budget & Finance Committee and to the Board of Directors.

Director Ross supported a needs assessment and agreed with Director Daly's comments.

Director Uilkema suggested that staff also research the possibility of partnering with less obvious agencies than those already identified.

Committee Action: None; for information only.

Update of the Air District Foundation – *Staff Presentation by Principal Environmental Planner Young*

Mr. Broadbent provided a background of the Air District Foundation, stating that the Executive Committee directed staff to research options for a Clean Air Foundation to fund climate protection activities. A 501(c)3 incorporation has been established, the Board approved the By-laws and appointed himself, Marland Townsend and Jeffrey McKay as interim officers. He reported that an initial settlement of $250,000 has been received and will be deposited into the Foundation account.

Principal Environmental Planner Young said the goals of the Foundation are to reduce GHG emissions and criteria pollutants, with the objective to create value by generating offsets, assist stationary sources, foster innovation and build/replicate best practices. She reviewed funding sources as potential donors, said primary funding mechanisms can come from grants and loans and that investments could create carbon offset. Potential projects include energy reduction in stationary sources, mobile source programs and forestry and agriculture.

Ms. Young presented a funding matrix which identified potential project types and those which could be funded from grants, loans and those which create offsets.

In moving forward for the current fiscal year, staff expects to determine categories of projects to be funded. For the next fiscal year and beyond, staff will continue researching options for carbon offsets and loans, continue exploring funding options, and promoting the Foundation to potential donors.

Committee/Staff Discussion and Comments:

Director Ross confirmed with staff that education could be a component of the Foundation and questioned the potential for a perceived conflict of interest, citing donors seeking permit approval and those purchasing offsets to meet regulations. Ms. Young noted the Foundation is not private; the IRS has guidelines which deal with conflicts of interest for board members and personal gain, and separation is created by the incorporation of the Foundation.

Director Daly noted that permitting is made at the staff level and not by the Board of Directors. He felt the public should be made aware that Board decisions are completely independent of the Foundation, that some Board members prefer regulation and taxation as opposed to capping and trading, and suggested incorporating wording in the objectives that states the District feels strongly about using its regulatory powers to achieve its goals. Director Gioia agreed with separation of the two issues but voiced concern about the perception of a conflict of interest and said credibility of the agency must be considered.

Chairperson Torliatt thanked staff for their presentation and requested an update be provided at the next Executive Committee meeting.

Committee Action: None; for information only.

Consideration of Board of Directors' Policy on California Air Resources Board Appointments - *Staff Presentation by Executive Officer/APCO Jack Broadbent*

Mr. Broadbent said the Board had expressed an interest in developing a protocol for future Board members being appointed to the California Air Resources Board (CARB). He said the position is appointed by the Governor, Director Yeager has been selected and the District has had no formalized process in the past.

Committee/Staff Discussion and Comments:

Director Gioia agreed that the matter is a political appointment by the Governor and legislature, he believed there was no statutory provision for the District to make a recommendation, he thinks it would put members at odds with each other, and suggested that a notice of the vacancy be provided to Board members in the future to determine interest.

Chairperson Torliatt supported the District Board weigh in on the matter citing the fact that a member of the Air District Board is seated on the CARB Board of Directors.

Director Uilkema acknowledged the position is appointed by the Governor and concurred with announcing the vacancy to Board members. She did not support the Board weighing in on the matter and believes involvement would polarize the Board's current healthy relationship. However, if asked by the selected Board member, she would accommodate in providing a letter of support.

Director Ross believed that weighing in on the matter may backfire and noted the Board's choosing has no resonance in the process.

Director Daly confirmed with staff that the South Coast Air District used to recommend the Chair be appointed, and Director Gioia felt there was also nothing to prevent individual Board members from writing personal letters to the Governor.

Committee Action: Vice Chairperson Wagenknecht summarized Committee member discussion and suggested that staff return the matter to the next Executive Committee meeting, with the following direction:

- The Chair will notify Board Members when there is a vacancy and indicate the timeframe and process for applying;
- The Board of Directors and staff will not prepare letters of recommendation. Individual Board Members will not be precluded from writing individual letters of support.

Update on the Indirect Source Rule – *Staff Presentation by Air Quality Planning Manager Dave Vintze*

Mr. Broadbent suggested, and Chairperson Torliatt concurred, to continue the matter. She requested the item be agendized at the beginning of the next Executive Committee meeting.

Committee Action: Continued item to next Executive Committee meeting.

Committee Member Comments/Other Business:

Director Uilkema confirmed that the proposal for two year Board officer terms would be discussed at the next Executive Committee meeting.

Time and Place of Next Meeting: At the call of the Chair.

Adjournment: The meeting was adjourned at 10:57 a.m.

Lisa Harper
Clerk of the Boards

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Memorandum

To: Chairperson Torliatt and Members of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: September 14, 2009

Re: Indirect Source Review Rule Update

RECOMMENDED ACTION:

None. For information only.

BACKGROUND

Air District staff were directed at the Board retreat in January 2009 to commence work on an Indirect Source Review (ISR) rule. Since that time, staff has created a stakeholder work group to provide input on this rule development effort. The work group is comprised of representatives from cities and counties, regional agencies, government agencies, environmental, business and community organizations, and other interested parties. The District hosted the first stakeholder group meeting on May 28th where participants provided valuable insight on various broad issues associated with the rule The next meeting is of the stakeholder group is tentatively planned for October 2009.

DISCUSSION

Staff is developing an Indirect Source Review Rule concept paper. Staff will provide an update to the Executive Committee on the outcomes of the stakeholder meeting, preliminary concepts for the ISR rule, and a draft timeline for development of the ISR rule.

BUDGET CONSIDERATION / FINANCIAL IMPACT:

None.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Sigalle Michael
Reviewed by: Henry Hilken

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Memorandum

To: Chairperson Torliatt and Members of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: September 14, 2009

Re: Air District CEQA Guidelines Update

RECOMMENDED ACTION:

None, for information only.

BACKGROUND

The BAAQMD Guidelines provide guidance to local lead agencies conducting air quality analyses pursuant to the California Environmental Quality Act (CEQA). Staff is updating and revising the Guidelines.

DISCUSSION

The CEQA Guidelines recommend air quality significance thresholds for local agencies to use when preparing impact analyses under CEQA and provide guidance on the District's recommended analytical methodologies and mitigation measures. Staff is reviewing, and revising as necessary, existing thresholds of significance, and developing new significance thresholds for local air quality impacts and for greenhouse gas emissions from projects subject to CEQA. Staff also is updating analytical methodologies and mitigation measures used in the Guidelines.

Staff hosted public workshops for the Guidelines update in February, April and September 2009. At the September workshops, staff presented the Draft CEQA Guidelines document with Air District recommended thresholds of significance, analytical methodologies and mitigation strategies.

Staff will provide an update on the progress made developing the District's recommended thresholds of significance and revising the CEQA Guidelines.

BUDGET CONSIDERATION/FINANCIAL IMPACT:

Funding for consultant services to update the Air District CEQA Guidelines is included in the approved FY 2008/2009 Air District budget.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Greg Tholen
Reviewed by: Henry Hilken

AGENDA: 6

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Memorandum

To: Chairperson Pamela Torliatt and Members of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: September 10, 2009

Re: Continued Discussion to Amend the Air District's Administrative Code Regarding Board of Directors Officers' Term of Office

RECOMMENDED ACTION:

The Committee will continue discussions to amend the Air District's Administrative Code to revise the current one-year term of office for Board Officers to a two-year term of office. Consideration of Possible Amendments to the Air Districts' Administrative Code Division I, Section 2.1: Officers of the Board.

BACKGROUND

The term of office for Board Officers is currently a one-year term of office and was amended by the Board of Directors in 2003, effective 2005, from a two-year term of office to a one-year term. In 1999 the term of office was amended to a two-year term of office for the Chairperson, Vice-Chairperson and Secretary.

The Air District's Administrative Code Division I, Section 14 enables the Board of Directors to amend its Administrative Code "at any meeting by a vote of a majority of the members of the Board of Directors, provided notice of such amendments has been given at a preceding regular meeting."

The practice at other regional agencies with regard to the term of office for their respective Officers is as follows:

1) Metropolitan Transportation Commission- Chairperson two-year term
2) Association of Bay Area Governments' President serves two-year
3) South Coast Air Quality Management District, Sacramento Metro Air Quality Management District, and the Mojave Air Quality Management District is set by statue and have two-year term of office;

DISCUSSION

Per direction received at the Board of Directors' meeting of May 20, 2009, the Committee was asked to continue discussions on this item.

BUDGET CONSIDERATION/FINANCIAL IMPACT:

None.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Mary Ann Goodley

AGENDA: 7

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Memorandum

To: Chairperson Pamela Torliatt and Members of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: September 2, 2009

Re: Update of Survey Results Relative to Potential Relocation of Air District Headquarters

RECOMMENDED ACTION:

Consider recommending Board of Directors' authorize the Executive Officer/APCO to continue with facility assessment through completion of the Strategic Facility Planning Study.

BACKGROUND

The Executive Committee at its July 29th meeting, received an overview of the Strategic Facility Planning Process. The Committee received an overview of a revised Request for Proposal for Strategic Facilities Planning issued to include Phase I: Visioning Process and Phase II: Data Gathering. The Strategic Facility Planning process is a multi-phased approach that will be instrumental in determining recommendations for improvements. Hellmuth, Obata + Kassabaum, Inc. (HOK) Advanced Strategies has been contracted by the Air District to perform the study.

DISCUSSION

The Committee will receive an overview of study process and progress, interview and survey results conducted over the past month with Executive Management staff, operational staff, the Board of Directors, Advisory Council and the Hearing Board.

BUDGET/FINANCIAL IMPACT:

Funding for consulting services for this project is included in Program 702 of the approved FY 2009/2010 Air District budget.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Mary Ann Okpalaugo

AGENDA: 8

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Memorandum

To: Chairperson Pamela Torliatt and Members of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: September 17, 2009

Re: California Air Resources Board Appointments

RECOMMENDED ACTION:

Consider adopting a procedure for notifying the Board of Directors when the BAAQMD position on the California Air Resources Board becomes vacant.

BACKGROUND

By California statute, one member of the California Air Resources Board is to be appointed from the Board of Directors of the Bay Area Air Quality Management District. The Governor makes the appointment. The Senate Rules Committee considers confirmation of the appointment within one year.

The BAAQMD position on the CARB Board became vacant when Jerry Hill was elected to serve in the California Assembly. BAAQMD board member Ken Yeager was appointed by the Governor to the CARB Board and was recently confirmed by the Senate. The issue of Board of Directors support for appointments to the CARB Board was discussed at the Executive Committee meetings held on June 29, 2009 and July 29, 2009. The Committee considered whether to have a policy regarding support for CARB Board appointments, but decided at the July 29th Committee meeting to instead have staff develop a procedure for notifying the Board members when the BAAQMD position on the CARB Board becomes vacant.

PROPOSAL

Based on the discussion at the July 29th Executive Committee meeting, staff suggests the following procedure when the BAAQMD position on the CARB Board becomes vacant:

- Executive Office staff will compile information about any process for expressing interest in and qualifications for the BAAQMD position on the CARB Board.
- BAAQMD Board Chair will notify all BAAQMD Board members of the vacancy as well as any process for expressing interest and qualifications to the Governor.

The Executive Committee concluded that the Board of Directors and staff would not prepare letters of support for any candidates; however, individual Board members could send letters of support if they wished to do so.

BUDGET/FINANCIAL IMPACT:

None.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Jean Roggenkamp