



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

BOARD OF DIRECTORS
PERSONNEL COMMITTEE MEETING

COMMITTEE MEMBERS

HAROLD BROWN – CHAIRPERSON
TOM BATES
JOHN GIOIA
MARK ROSS

CAROLE GROOM – VICE CHAIRPERSON
CHRIS DALY
SCOTT HAGGERTY
BRAD WAGENKNECHT

WEDNESDAY
NOVEMBER 18, 2009
9:00 A.M.

4TH FLOOR CONFERENCE ROOM
939 ELLIS STREET
SAN FRANCISCO, CA 94109

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 MARCH 6, 2009 AND MAY 27, 2009**
4. **CLOSED SESSION**

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (GOVERNMENT CODE SECTION 54957 AND 54957.6)

Pursuant to Government Code Section 54957 and 54957.6, the Committee will meet in closed session to conduct a performance evaluation of District Counsel.
5. **OPEN SESSION**

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: 9:30 A.M., Monday, November 23, 2009 – 939 Ellis Street, San Francisco, CA 94109**
7. **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 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 2009

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Advisory Council Regular Meeting	Tuesday	10	9:00 a.m.	Board Room
Board of Directors Legislative Committee <i>(Meets 2nd Thursday each Month)</i>	Thursday	12	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Climate Protection Committee <i>(Meets 2nd Thursday each Month)</i> - CANCELLED	Thursday	12	Following Board Legislative Cme. Mtg.	4th Floor Conf. Room
Board of Directors Public Outreach Committee <i>(Meets 1st Thursday each Month)</i>	Friday	13	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Stationary Source Committee <i>(Meets 3rd Monday Quarterly)</i>	Monday	16	9:30 a.m.	Board Room
Board of Directors Personnel Committee <i>(At the Call of the Chair)</i>	Wednesday	18	9:00 a.m.	4th Floor Conf. Room
Board of Directors Regular Meeting <i>(Meets 1st & 3rd Wednesday of each Month)</i>	Wednesday	18	9:45 a.m.	Board Room
Executive Committee Meeting <i>(Meets at the Call of the Chair)</i>	Thursday	19	9:30 a.m.	4 th Floor Conf. Room
Joint Policy Committee <i>(Meets 3rd Friday Every Other Month)</i> - RESCHEDULED TO FRIDAY, NOVEMBER 6, 2009	Friday	20	10:00 a.m.	MTC Auditorium 101 8 th Street Oakland, CA 94607
Board of Directors Personnel Committee <i>(At the Call of the Chair)</i>	Monday	23	9:30 a.m.	4th Floor Conf. Room
Board of Directors Budget & Finance Committee <i>(At the Call of the Chair)</i> - CANCELLED & RESCHEDULED TO MONDAY, NOVEMBER 2, 2009	Wednesday	25	1:30 p.m.	4th Floor Conf. Room
Board of Directors Mobile Source Committee <i>(Meets 4th Thursday each Month)</i> CANCELLED	Thursday	26	9:30 a.m.	4 th Floor Conf. Room

DECEMBER 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	2	9:45 a.m.	Board Room
Board of Directors Public Outreach Committee <i>(Meets 1st Thursday each Month)</i>	Thursday	3	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Mobile Source Committee <i>(Meets 4th Thursday each Month)</i>	Monday	7	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Climate Protection Committee <i>(Meets 2nd Thursday each Month)</i> RESCHEDULED TO FRIDAY, DECEMBER 11, 2009	Thursday	10	9:30 a.m.	4th Floor Conf. Room
Board of Directors Climate Protection Committee <i>(Meets 2nd Thursday each Month)</i>	Friday	11	9:30 a.m.	4th Floor Conf. Room
Board of Directors Regular Meeting <i>(Meets 1st & 3rd Wednesday of each Month)</i>	Wednesday	16	9:45 a.m.	Board Room
Board of Directors Mobile Source Committee - <i>(Meets 4th Thursday of each Month)</i> - CANCELLED	Thursday	24	9:30 a.m.	4 th Floor Conf. Room

JANUARY 2010

<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	6	9:45 a.m.	Board Room
Board of Directors Public Outreach Committee <i>(Meets 1st Thursday each Month)</i>	Thursday	7	9:30 a.m.	4 th Floor Conf. Room
Advisory Council Regular Meeting	Wednesday	13	9:00 a.m.	Board Room
Board of Directors Climate Protection Committee <i>(Meets 2nd Thursday each Month)</i>	Thursday	14	9:30 a.m.	4th Floor Conf. Room
Joint Policy Committee <i>(Meets 3rd Friday Every Other Month)</i>	Friday	15	10:00 a.m.	MTC Auditorium 101 8 th Street Oakland, CA 94607
Board of Directors Regular Meeting <i>(Meets 1st & 3rd Wednesday of each Month)</i>	Wednesday	20	9:45 a.m.	Board Room
Board of Directors Mobile Source Committee <i>(Meets 4th Thursday each Month)</i>	Thursday	28	9:30 a.m.	4 th Floor Conf. Room

HL - 11/10/09 (8:45 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 4, 2009

Re: Personnel Committee Draft Meeting Minutes

RECOMMENDED ACTION:

Approve attached draft minutes of the Personnel Committee meetings of March 6, 2009 and May 27, 2009.

DISCUSSION

Attached for your review and approval are the draft minutes of the March 6, 2009 and May 27, 2009 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
Friday, March 6, 2009

1. **Call to Order:** Chairperson Harold Brown called the meeting to order at 9:31 a.m.
Roll Call: Harold Brown, Chairperson; Michael Shimansky, Vice Chairperson, Chris Daly, Carole Groom, Scott Haggerty, Mark Ross
Absent: Tom Bates, John Gioia and Brad Wagenknecht
Also Present: Chairperson Pamela Torliatt
2. **Public Comment Period:** There were none.
3. **Approval of Minutes of February 18, 2009:**
Committee Action: Director Shimansky made a motion to approve the Minutes of February 18, 2009; seconded by Director Haggerty; carried unanimously without opposition.

CLOSED SESSION

4. **Public Employee Performance Evaluations (Government Code Section 54957 and 54957.6):** Pursuant to Government Code Section 54957 and 54957.6, the Committee met in closed session to conduct performance evaluations of the Executive Officer/APCO and the District Counsel.

The Committee adjourned to Closed Session at 9:35 a.m.

OPEN SESSION

Chairperson Brown reconvened the Committee meeting at 11:50 a.m.; no reportable action was taken.

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 11:51 a.m.

Lisa Harper
Clerk of the Boards

Bay Area Air Quality Management District
939 Ellis Street
San Francisco, California 94109
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DRAFT MINUTES

Summary of Board of Directors
Personnel Committee Meeting
Wednesday, May 27, 2009

- Call to Order:** Chairperson Harold Brown called the meeting to order at 9:30 a.m.
- Roll Call:** Harold Brown, Chairperson; Michael Shimansky, Vice Chairperson, Mark Ross, and Brad Wagenknecht
- Absent:** Tom Bates, Chris Daly, John Gioia, Carole Groom and Scott Haggerty
- Public Comment Period:** There were none.
- Approval of Minutes of March 6, 2009:** Deferred due to lack of a quorum.
- Conduct Interviews of Candidates to fill the Regular and Alternate Attorney Member Category on the Air District's Hearing Board**
- The Committee interviewed the following candidates:
- Rolf Lindenhayn, Esq. (incumbent Regular Attorney Member category)
 - Valerie Armento, Esq.; (incumbent Alternate Attorney Member category)
 - Alan Linch, Esq.
 - Laura Blair, Esq.
- Committee Action:** It was the consensus of the Personnel Committee to recommend Board of Directors' approval to re-appoint Rolf Lindenhayn, Esq., and Valerie Armento, Esq., to the Attorney Regular and Alternate Member category, respectively, for a three-year term of office, effective June 4, 2009 through June 3, 2012.
- Committee Member Comments/Other Business.** There were none.
- Time and Place of Next Meeting:** At the call of the Chair.
- Adjournment:** The meeting was adjourned at 10:15 a.m.

Lisa Harper
Clerk of the Boards