

Bay Area Air Quality Management District  
939 Ellis Street  
San Francisco, CA 94109

Board of Directors Regular Meeting  
Wednesday, April 6, 2011  
9:45 a.m.

## **APPROVED MINUTES**

**Call to order:** Chairperson Tom Bates called the Regular Meeting to order at 9:48 a.m.

**Pledge of Allegiance:** Chairperson Bates led the Pledge of Allegiance.

**Roll Call:**

**Present:** Chairperson Tom Bates; Secretary Ash Kalra; and Directors Susan Gorin, Carole Groom, Jennifer Hosterman, David Hudson, Carol Klatt, Nate Miley, Mark Ross, James Spring, Gayle B. Uilkema, Brad Wagenknecht, Ken Yeager, and Shirlee Zane. Directors John Avalos, Susan Garner, Liz Kniss, Eric Mar and Johanna Partin arrived after the roll call was taken.

**Absent:** Vice Chair John Gioia, Directors Harold Brown and Scott Haggerty

**CONSENT CALENDAR (Items 1-6):**

- 1. Minutes of the March 16, 2011 Regular Meeting.**
- 2. Board Communications Received from March 16, 2011 through April 5, 2011.**
- 3. District Personnel on Out-of-State Business Travel.**
- 4. Set Public Hearings to Consider Adoption of Proposed Amendments to District Regulation 3: Fees, and Approval of a Notice of Exemption from CEQA.**
- 5. Set Public Hearing for May 4, 2011 to Consider Adoption of Proposed Amendments to Regulation 9, Rule 7: Nitrogen Oxides and Carbon Monoxide from Industrial, Institutional and Commercial Boilers, Steam Generators and to Regulation 1: General Provisions and Definitions; and to Consider Approval of an Addendum to the 2008 CEQA Negative Declaration for Regulation 9-7.**
- 6. Set a Public Hearing for May 18, 2011 for the Exclusive Purpose of Considering Testimony on the Air District's Proposed Budget for FYE 2012 and a Final Public Hearing of June 15, 2011 to Consider Adoption of the Proposed Budget for FYE 2012.**

**Board Action:** Director Wagenknecht made a motion to approve Consent Calendar Items 1 through 6; Director Spring seconded the motion; which carried unanimously without objection.

## **COMMITTEE REPORTS AND RECOMMENDATIONS**

### **7. Report of the Budget and Finance Committee Meeting of March 23, 2011**

Chair: C. Groom

Director Groom reported that the Budget & Finance Committee met on Wednesday, March 23, 2011 and approved the minutes of February 23, 2011.

The Committee received the following reports:

- A) Summary of 2011 Cost Recovery and Containment Study
- B) Fiscal Year Ending (FYE) 2012 Fee Proposal
- C) Discussion of Proposed Budget for Fiscal Year 2011/2012

The Committee received a summary of the Cost Recovery study from Gary Golitz of the Matrix Consulting Group. The study calculated the Air District's current Cost Recovery and also evaluated the Air District's efforts on cost containment and recommended methods to enhance existing strategies already implemented. The study determined that 62% of District costs are recovered through fee revenues. The consultant recommended the Board adopt a Cost Recovery Policy to provide guidance in moving towards fuller cost recovery.

The Committee then received a summary of draft amendments to the Air District's Fee Schedule for the upcoming fiscal year. Proposed are increases ranging from 5% to 14%, or an average increase of \$50 or less for small businesses and \$231 for large facilities. The Committee discussed small business impacts, minimal effects a 5% increase has on total fee recovery, reductions in permit revenue, a comparison of the Air District's fees with the South Coast Air District, and the proposed rule development schedule. The Committee recommended that increases be reflected in dollar costs rather than percentages.

The Committee then received an overview of the proposed Budget for Fiscal Year 2011/2012, reviewed revenue sources and expenditures, and the District's work to take a pro-active, balanced, multi-faceted and multi-year approach in responding with personnel costs, expenditures, fees, and reserves. The Committee reviewed trends of cost cutting and projections on how reduced expenditures would affect Planning, Outreach, Facilities, and Information Systems. The proposed Budget draws down reserves by approximately \$900,000. Committee members voiced the need to provide education and outreach on Air District programs.

The next meeting of the Budget and Finance Committee is scheduled for April 28, 2011 at 9:30 a.m.

#### **Board Member Discussion:**

Director Zane confirmed that there will be a discussion on the policy issues of cost recovery. Director Groom said that will occur after the Budget and Finance committee analyzes the proposals submitted by the Air District staff. Mr. Broadbent said that discussion is expected at the next Budget and Finance Committee meeting, scheduled for April 28, 2011. Director Spering confirmed with staff that permitting and enforcement were part of the cost recovery report, and complimented staff for the report.

**Board Action:** Director Groom made a motion to approve the report of the Budget and Finance Committee; Director Ross seconded the motion; which carried unanimously without objection.

## **8. Report of the Mobile Source Committee Meeting of March 24, 2011**

Chair: S. Haggerty

Director Groom reported that the Mobile Source Committee met on Thursday, March 24, 2011 and approved the minutes of January 27, 2011.

The Committee received an informational report on the results of the Vehicle Buyback Program for Calendar Year 2010. The program was suspended on December 31, 2010 and was extremely cost effective, at \$9,976 per weighted ton. With \$7 million expended, the program resulted in 5,862 eligible vehicles scrapped in 2010. Over 55,000 vehicles have been retired since the program began, resulting in reductions of over 4,600 tons of NOx and over 32 tons of PM.

The Committee discussed Carl Moyer projects with grant awards over \$100,000, which included 10 projects to replace 15 pieces of off-road equipment and 8 marine engines, with \$1,569,074 in total awards and over 15.2 tons per year of criteria pollutant emissions reductions. The Committee recommends Board of Directors approval of Carl Moyer Program projects with proposed grant awards over \$100,000; and authorizes the Executive Officer to enter into agreements for the recommended projects.

The Committee then received an informational report on 2010 fund allocations and a projection of 2011 available grant program funds under the Mobile Source Incentive Fund (MSIF), Carl Moyer Program (CMP), Transportation Fund for Clean Air (TFCA) Regional Fund, and I-Bond.

The Committee discussed both opportunities and challenges of all funding categories and asked that priority be placed on funding the Bicycle Program, Shuttle Program, Shore Power, Agriculture, Electric Vehicles and Clean Fleets for Cities and Counties, and Bus Replacements. The Committee also reviewed California Air Resource Board's (CARB) 2014 deadline and the need for funding future truck retrofits and replacements.

The next meeting of the Mobile Source Committee will be on Thursday, April 28, 2011 at 9:30 a.m.

**Board Action:** Director Groom made a motion to approve the report and recommendations of the Mobile Source Committee; Director Hosterman seconded the motion; which carried unanimously without objection.

## **9. Report of the Personnel Committee Meeting of March 28, 2011**

Chair: B. Wagenknecht

Director Wagenknecht reported that the Personnel Committee met on Monday, March 28, 2011, without a quorum and deferred approval of the minutes of January 19, 2011 until the next Personnel Committee meeting.

The Committee then held interviews of candidates for two Alternate Hearing Board Member vacancies. The incumbents' terms expire on April 2, 2011. The consensus of the Committee was for the Board of Directors to:

- 1) Re-appoint incumbent Mr. Peter Chiu, as an Alternate Hearing Board Member, for a three-year term, expiring on April 2, 2014; and
- 2) Appoint Mr. Michael McGowan, as an Alternate Hearing Board Member, for a three-year term expiring on April 2, 2014.

The Committee adjourned to Closed Session to conduct a performance evaluation of the Executive Officer / APCO, pursuant to Government Code Section 54957 and 54957.6.

The Committee reconvened in Open Session, and the Chair announced that no reportable action had been taken in the Closed Session.

The next meeting of the Personnel Committee is at the call of the Chair.

**Board Action:** Director Wagenknecht moved to approve the Personnel Committee's report and consensus proposals of the Personnel committee; Director Hosterman seconded the motion; which carried unanimously without objection.

## **10. Report of the Public Outreach Committee Meeting of April 4, 2011**

Chair: M. Ross

Director Ross reported that the Public Outreach Committee met on Monday, April 4, 2011 and approved the minutes of March 3, 2011.

The Committee received an update on the Smoking Vehicle Program, 1-800 EXHAUST. Last year there were over 10,000 reports of smoking vehicles. This season's campaign will target women ages 18-34, who are likely to report smoking vehicles. The campaign will be featured in San Francisco, San Mateo County, Alameda County and downtown San Jose. These areas have the most smog check failures and the highest number of smoking vehicle reports.

Committee members heard an update on the Dr. Stephen Schneider Climate Leadership Award Program. The first award was given to Dr. Schneider, in memoriam, and was presented to his widow, Dr. Terry Root, at the January 19, 2011 Special Board Meeting / Retreat. The Air District will continue to recognize contributions in climate leadership made by individuals or organizations in the areas of influencing public opinion, problem solving and policy leadership. The Committee also discussed adding awards in the areas of public health and technology.

The 20<sup>th</sup> Anniversary of the Spare the Air campaign was discussed and plans for the coming year were presented to the Committee. The summertime smog season runs from May 2 through September 30, 2011. This year's campaign will integrate the employer program, resource teams, 1-800-EXHAUST and grants all under the Spare the Air branding.

Because this is the last year we have Congestion Mitigation and Air Quality Improvement (CMAQ) Program funds for the Spare the Air campaign, this may be the last year of a large scale campaign. Staff is looking for additional funding. A new 20<sup>th</sup> anniversary logo was presented.

The next meeting of the Public Outreach Committee will be scheduled at the Call of the Chair.

Director Ross then called upon Lisa Fasano, Director of Communications and Outreach, who presented slides showing the evolution of the Spare the Air logo, and revealed the new 20<sup>th</sup> anniversary logo.

### **Board Member Discussion:**

Director Ross mentioned that there is now a billboard on Van Ness Avenue in San Francisco displaying the Air District's new air freshener campaign.

Director Uilkema expressed her desire to keep the “Cloud Guy” mascot, especially for presentations at schools, because “Cloud Guy” is fun and gets children’s attention. She would like to have the “Cloud Guy” costume involved in Air District activities.

Director Hosterman inquired about the process after a call to 1-800-EXHAUST is made. Barbara Coler, from the Air District’s Enforcement Division, explained that Air District staff takes the information received on the 1-800-EXHAUST voice mail and researches the vehicle license plate through the DMV database; staff then sends out a letter to the vehicle owner explaining the problems with smoking vehicles and suggests that the owner repair the vehicle.

**Board Action:** Director Ross moved to approve the report of the Public Outreach Committee; Director Hudson seconded the motion; which carried unanimously without objection.

**11. Report of the Legislative Committee Meeting of April 4, 2011**

Chair: S. Garner

Director Garner reported that the Legislative Committee met on Monday, April 4, 2011 and approved the minutes of March 7, 2011.

The Committee discussed and considered new bills of air quality significance, and recommended Board of Directors’ approval of the following five (5) positions on bills:

<b>BILL</b>	<b>AUTHOR</b>	<b>DESCRIPTION</b>	<b>POSITION</b>
AB 470	Halderman	Allows AB 923 funds to retrofit existing school buses	SUPPORT
AB 937	Mendoza	Allows bonnet technology to be used at ports, although this is already allowed under CARB’s shore power regulation	OPPOSE
AB 1064	Furutani	Would weaken CARB’s shore power regulation	OPPOSE
AB 1256	B. Berryhill	Would require BAAQMD payment for emissions transported to the Central Valley	OPPOSE
SB 758	Fuller	Would reduce tire fee funding to the Carl Moyer program.	OPPOSE

In addition, the Committee also discussed SB 519 (La Malfa). The text was not available for the packet, but was handed out at the meeting. This bill would make it illegal for a technician to look under the hood of a vehicle during a smog check. The Committee’s sense was that the Board of Directors should oppose SB 519; however, in order to properly notice and consider that position, the Board will take a formal position at a future meeting.

There were no recent developments to discuss regarding the State budget. The next meeting of the Legislative Committee is at the call of the Chair.

**Board Action:** Director Garner made a motion to approve the report and recommendations of the Legislative Committee; Director Hosterman seconded the motion; which carried unanimously without objection.

## **PRESENTATION**

### **12. Overview of the 2010/2011 Particulate Matter (PM) Wood Smoke Season**

Mr. Broadbent introduced the three-part presentation summarizing the PM wood smoke season, including statistics about air quality in the Bay Area this winter; how the enforcement of the wood smoke program is working; the outreach efforts; and the direction of the program for next year.

Eric Stevenson, Director of Technical Services, stated his presentation would be an overview of the 2010/2011 Winter Particulate Matter season showing how the wood smoke reduction program was successful in protecting public health of Bay Area residents. The Winter Spare the Air program is critical to attain PM 2.5 air quality standards.

The presentation will include the essential components of the wood smoke program, which are: monitoring and modeling, the enforcement program, compliance assistance, and education and outreach. Program results and future planning will be discussed.

Mr. Stevenson reviewed what PM 2.5 is, and why it is a concern. PM 2.5 is particulate matter that is 2.5 microns or less in size; it is approximately 25 times smaller than the diameter of human hair. It can penetrate deeply into the lungs and cause numerous serious health effects. Wood burning is a significant source of PM 2.5.

Over the last three years, the number of days that recorded an exceedance has decreased, and the number of Winter Spare the Air alerts has also decreased.

Decreased PM is associated with increased rainfall. To see how much we are progressing, we can compare years with similar amounts of rainfall and see the downward trend in PM over time. In addition to rainfall, there are other meteorological conditions that impact PM 2.5 concentrations. When the air is cold, still and dry, there can be PM 2.5 build-up and the potential for exceedance. Even with all the variables accounted for - cool, dry and still - a downward trend can still be seen, and the mandatory wood smoke rule is making a positive difference on PM 2.5. It's important to remember that PM 2.5 is made up of many compounds, but wood smoke is the main component of PM 2.5 in the winter.

Ms. Coler continued with the presentation focusing on compliance and enforcement.

The Board adopted Regulation 6, Rule 3, the Wood Smoke Rule, on July 9, 2008, which:

- Prohibits burning on nights with high PM 2.5 forecast (Winter Spare the Air Season: Nov 1 – Feb 28);
- Limits visible emissions from wood-burning devices;
- Requires cleaner burning technology for sale of new and used devices;
- Requires cleaner burning technology in new construction and remodels;
- Prohibits burning garbage in wood-burning devices; and
- Requires seasoned wood and solid fuel labeling (labeling requirements went into effect this year).

The Air District gives more advanced public notice of Winter Spare the Air alerts with prior day forecasting, and the alerts run 24 hours, from midnight to midnight. This year we started having voluntary no burn alerts to reduce the likelihood of needing to call a Winter Spare the Air alert.

The first time an inspector documents a violation at a residence, the owner will receive a warning letter. The second time an inspector observes a violation at the same residence; the owner will receive a Notice of Violation (NOV) and a \$400 penalty. Subsequent violations at the same address, will lead to additional NOV's and penalties, which are progressive. Inspection patrols are active in high burning & high complaint areas. Staff continues to expand multilingual outreach materials and Spare the Air notifications.

The program depends on partnerships; Enforcement staff works hand-in hand with Outreach and Monitoring staff. Partnerships with health care organizations such as Breathe California, Kaiser Permanente and the American Lung Association help to get the health message out to the public. Cities and Counties can adopt their own wood smoke ordinances. Additionally citizens can work with each other to help spread the word in their own neighborhoods.

Ms. Coler went over the enforcement statistics for the last three seasons.

	2008/09	2009/10	2010/11
WSTA Alerts	11	7	4
PM Excesses 2.5	13	9	1
Complaints	1,500	2,355	1,373
WS Direct Mail	1,550	10,270	592
Warning Letters	254	310	59
NOV's	1	9	2
Exemptions	0	44	49

Complaints come in either on-line or through the phone system. Inspectors use the complaints to develop patrol routes. Once we receive a complaint about a residence, we send out an informational packet that explains the rule, how to comply and the negative effects of wood smoke. On the four Winter Spare the Air Days this year, inspectors conducted 96 patrols. On a typical Spare the Air Day they observe over 18,000 homes. In August 2009, the Air District developed guidelines for exemptions. Two types of exemptions are considered. A permanent exemption is for homes without any other source of heat, and a seasonal exemption is used for homes where the heater is not operating.

Ms. Coler let the Board know that excess visible emissions (VE) are banned year-round. To reduce VE, burn clean, dry, seasoned wood and not garbage, magazines or other inappropriate materials. Except for the first 20 minutes, VE with over 20% opacity is in violation. Air District inspectors conducted 81 VE patrols on 35 days in the Winter Spare the Air season alone. Documenting VE is difficult. It can be unsafe, visibility can be blocked or sun location can make visibility difficult. An inspector needs 7 continuous minutes of visible emissions to conduct readings.

Lisa Fasano, Director of Communications and Outreach, presented the last part of the report. She stated that wood smoke reduction is as much about public outreach as regulation. We have continued to get the message across about the wood smoke rule and the effects of wood smoke on the public health. One-on-one communications are an important part of the outreach. This year we added outreach in five different languages; ads were translated and ran in areas that have a higher concentration of non-English speaking residents. "Promotion in Motion" or "Craig the Bike Guy", is another method of outreach that is well received. We placed ads in ice rinks and continued the successful a door-to-door campaign using high school leadership students. Online ads were placed in local and regional news sites.

Ms. Fasano talked about this season's statistics.

- 213,368 Calls to 1-877-4NO-BURN (*representing 210,353 in English; 2,170 in Spanish; 402 Cantonese; 392 Mandarin and 51 in Vietnamese*)
- 102,854 Subscribers to Air Alerts
- 17,636 Subscribers to Phone Alerts
- 676 Total News Stories
- 57.8 Million Total Media Impressions
- ~4,000 Social Media fans & followers

Bay Area residents are responding to the "Check Before You Burn" message. A multi-lingual phone line was added this year. The public remains committed to the Air Alert and Phone Alert systems; there is overwhelming support for the wood-burning rule. 20% of Bay Area households reduced their wood-burning and 59% were aware of media stories about the Winter Spare the Air program. On alert days, 22% were aware that an alert had been issued. Social media helped spread the Air District's message via fans and followers, by people forwarding messages and conversing with their own friends and fans. Survey results about wood burning show an increase in awareness. 59% of those surveyed know that the Air District prohibits wood-burning on alert days and 76% support the wood-burning rule.

We are going to continue to focus on the public health message about wood-burning. It is still a surprise to most people that wood-burning is a health hazard. We need to continue to remember that this is a regional pollutant. We measure and call it on a regional basis. There can be problems in particular neighborhoods. We want to work with local governments to find local solutions. Local government can help get the word out that wood-burning is a serious health concern and residents need to reduce the wood-burning for the benefit of the public as well as their families in their homes. The voluntary alert calls were successful and most likely helped avoid an exceedance on at least one date this year.

Chair Bates opened the public comment period.

Ms. Patti Weisselberg, representing Families for Clean Air, commented that even as the regional PM levels are going down, there are still neighborhoods that are heavily impacted by wood smoke. She felt that the program is not being adequately enforced in those areas. She asked that there be more monitoring and outreach targeted to those neighborhoods. She expressed a concern that some exemptions may have been granted on false pretenses and hoped there would be more follow-up.

Ms. Bev Wood, representing Families for Clean Air, related her concerns about areas in Marin County. She asked why certain neighborhoods have wood smoke pollution while other areas are not experiencing it. She feels there is a monitoring problem at a local and neighborhood level where people can be trapped in pockets of smoke. Ms. Wood asked a question about the complaint process that was addressed by staff after the public comment period.

Tracey Gant, a board member of Families for Clean Air, stated that she is a cell biologist and acts as a scientific advisor to the organization. She stated that when particulate pollution levels increase, we see increases in hospital visits, school absences and deaths; and this is known from epidemiological studies. Ms. Gant handed out information regarding air pollution and wood smoke pollution, to Board members. She stated that two recent studies of the effects of wood smoke at the cellular and molecular level showed high levels of free radicals and DNA damage, along with other serious health



concerns. She hoped the Air District would improve neighborhood monitoring, to enforce current regulation, and to continue to focus on the public health message.

Chair Bates closed the public comment period.

Mr. Broadbent commented that this program is three years old and it was a controversial program when it was adopted. At that time, the Board heard from the public, who were not supportive of the wood smoke rule, and the Board chose to stand for public health by implementing the rule. We have seen reductions of PM in the Bay Area, and that is a good thing. We hope that as the program continues, it will become part of our overall Bay Area culture; it will be understood and accepted that when we have certain conditions, people will not burn. There are still areas with elevated PM. This has to do with the meteorological and geographic conditions of those areas. We do want to focus on those neighborhoods.

Mr. Jeff McKay commented that this is a regional program but the Air District does monitor and does targeted outreach to specific areas, using information from the public and monitoring data from the Air District. A second complaint is not needed for there to be a discovery of a violation. We are taking a careful approach, which has evolved over multiple Spare the Air seasons, as to how exemptions are followed up and handled.

Director Uilkema had a question about information that is mailed after a complaint. Ms. Coler responded saying that upon receipt of a first-time complaint, a package of information and a warning letter is mailed to the resident. Director Uilkema suggested that as winter begins the Air District consider targeting problem neighborhoods directly with this information; local officials can also include the information in newsletters and other communications with constituents.

Director Wagenknecht agreed with the speakers regarding the localized concerns and suggested that enforcement be refined. 20% opacity is still illegal all year long. Encourage people to use the 1-877-NOBURN phone line.

Director Miley agreed with Director Uilkema. He complimented staff and said that enforcement is effective but is a work in progress.

Director Ross liked the graph on slide 9, showing the downward trend. The public health information is important to get out to the valley areas that have high PM 2.5 levels. He felt that overall the message has been received and told staff to keep up the good work.

Director Gorin noted that Sonoma has many valleys and hills. The timing of the outreach has passed, since we are currently at the end of the wood-burning season. She would like more information and specificity about where the complaints are originating. During this time we can work with local jurisdictions to do general outreach, and also include more specific and localized efforts. We need to provide this information to neighborhood associations, Parent-Teacher Associations and schools.

Director Kniss asked if there might be a typo regarding the number of complaints from Campbell, and what it means to burn cleanly. Staff responded that there is an active neighbor who is concerned about wood-burning and calls in complaints in the Campbell area. Seasoned dried wood is cleaner burning. Green wood smokes much more. Director Kniss asked about manufactured logs, Presto-logs, and if they are a clean burn? The logs are made from furniture manufacturing remnants and bound together with waxes; it is a cleaner burn but not allowed during Winter Spare the Air alerts. Director Kniss

said people are nostalgic about wood-burning, and it's important to talk about how to do that in a safer way. Staff noted that information about clean burning is on the website, and outreach to firewood sellers was done to make sure firewood is labeled correctly.

Director Zane requested that staff come back to the Board of Directors with recommendations to take back to local Boards and City Councils to do more outreach and collaboration. She requested that staff consider "red-flagging" problem neighborhoods to alert the public and to increase outreach in the problematic areas. This could be done with GIS mapping on the website. It would be great to see a list of best practices from other agencies in different parts of California.

Mr. Broadbent said that staff takes what was learned from the previous season and uses that information to define work in the future. Targeted outreach and working with community groups and local government will be part of the program that will start next fall. If we had a dry year, with very little rain, statistics would look a lot different. If we have a dry year next year, there may be more exceedances.

Director Sperring asked what kind of outreach had been done to have cities and counties create local ordinances. Mr. Broadbent replied that the Air District had previously created and provided model ordinances and wanted to have wood-burning regulated locally in that manner. However, that method did not have results, and a regional approach was needed. Targeting at this time may work. Director Sperring suggested that if we see continued complaints in a city, that a letter can be sent to the city with a model ordinance, and local communities can help with reporting.

Director Mar suggested that complaints be broken down according to zip code, so officials can determine problem areas within their communities. He also wanted to know about the effects of bonfires and how they affect the air, and to request that there be a follow-up on exemptions.

### **CLOSED SESSION**

13a. Existing Litigation

13b. Public Employee Performance Evaluation

Chair Bates adjourned the meeting into a closed session at 11:10 a.m. The meeting was reconvened at 11:43a.m.

### **OPEN SESSION**

Chair Bates reported that the Board of Directors had authorized Mr. Broadbent to drive and evaluate an electric vehicle as part of his regular duties, and this would be a change in the Executive Officer / Air Pollution Control Officer contract. There was no other reportable action.

### **PUBLIC COMMENT ON NON-AGENDA MATTERS**

There was no public comment.

### **OTHER BUSINESS**

#### **14. Report of the Executive Officer/APCO**

Mr. Broadbent asked Mr. Stevenson to report on the radiation levels measured by the Air District. Mr. Stevenson reported that radiation was detected at normal levels and there was nothing unusual. There was a spike that happened before the earthquake in Japan. There is information and links available on the Air District website. Mr. Stevenson stated that we are seeing impacts from Japan, but they are so small we cannot differentiate those from normal variations.

**15. Chairperson's Report**

Chair Bates announced that the meeting of April 20, 2011 has been cancelled. Chair Bates also let Board Members know that when a second Committee meeting occurs on a day where meetings are held back to back, the second or subsequent meetings will now have a more certain start time. Meeting starting times will no longer be "immediately after the previous meeting." Instead, specific times will be included on the agendas, and meetings will not start before the indicated time.

**16. Time and Place of Next Meeting:** Wednesday, May 4, 2011, 9:45 a.m. at 939 Ellis Street, San Francisco, CA 94109.

**17. Adjournment:** Chair Bates adjourned the meeting at 11:50 a.m.

*15/ Kris Perez Krow*

Kris Perez Krow  
Clerk of the Boards