

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

APPROVED MINUTES

Summary of Board of Directors
Personnel Committee Meeting
Wednesday, January 12, 2011
1:30 p.m.

Call to Order: Vice Chairperson Carole Groom called the meeting to order at 1:35 p.m. without an initial quorum

Roll Call: Present: Vice Chairperson Carole Groom, and Directors Tom Bates, Scott Haggerty

Also Present: Board of Directors Chairperson Brad Wagenknecht

Absent: Chairperson Harold Brown, and Directors Chris Daly, John Gioia, Jennifer Hosterman, and Eric Mar

Public Comment Period: There were none.

Approval of Minutes of August 25, 2010 and November 17, 2010:

The minutes of August 25, 2010 and November 17, 2010 were deferred and acted upon later in the meeting, once a quorum was established.

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

Director Haggerty asked that a roster, showing geographic representation of the Advisory Council, be provided and confirmed those member categories to be considered for appointment to the Advisory Council.

Noted Present:

Directors Mar and Torliatt arrived at 1:40 p.m.

The Personnel Committee began the interview process to consider candidates to fill terms of office on the Advisory Council. In-between candidate interviews, a quorum had been reached and the Committee considered approval of the minutes.

Approval of Minutes of August 25, 2010 and November 17, 2010:

Committee Action: Director Haggerty made a motion to approve the minutes of August 25, 2010 and November 17, 2010; Chair Wagenknecht seconded the motion; carried unanimously without objection.

Consider Procedure for Handling Formal Complaints Against Board of Director Appointed Positions

The Committee considered a procedure for handling formal complaints against Board of Director appointed positions. The Committee briefly reviewed staff recommendations regarding filing a complaint, applicable criteria, limitations, and procedures.

Committee Comments/Questions:

Director Haggerty suggested the procedure be amended to require that the Board Member shall promptly refer the complaint to the Personnel Committee "and to the Chair of the Board of Directors" which was supported by Committee members.

Director Torliatt questioned and confirmed with staff that complaints must be made in writing.

Public Comments: There were no public comments.

Committee Action: Director Haggerty made a motion to recommend that the Board of Directors adopt a procedure for handling formal complaints against Board appointed positions, as amended, to read: "If an Air District employee, member of the public or another Board member brings a complaint to the attention of a Board member, that Board member shall promptly refer the complaint to the Personnel Committee and to the Chair of the Board of Directors"; Director Wagenknecht seconded the motion; carried unanimously without objection.

CLOSED SESSION:

Public Employee Performance Evaluation – Executive Officer/APCO, Pursuant to Government Code Section 54957 and 54957.6

The Committee adjourned to Closed Session at 2:08 p.m.

OPEN SESSION:

The Committee reconvened in Open Session at 2:31 p.m. Vice Chairperson Groom reported the Closed Session would be continued to the end of the meeting, as necessary.

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

The Personnel Committee continued its interviews of candidates for appointment to the Air District's Advisory Council. Directors discussed qualifications of the two top candidates under the *Community Planning* member category. A tie straw vote occurred between the top two candidates.

The Committee was unanimous in their recommendation for candidate appointment in the *Architect* member category.

Committee Action: Director Haggerty made a motion to recommend Jonathan Cherry to the Air District's Advisory Council to fill an immediate vacancy, with a term of office expiring December 31, 2011 in the *Architect* member category; Director Bates seconded the motion; which carried unanimously without objection.

Director Bates suggested scheduling a Personnel Committee meeting prior to the Board of Directors Retreat on January 19, 2011 to re-interview the top two candidates.

Committee Action: Director Bates made a motion to schedule a Personnel Committee meeting prior to the Board of Directors Special Meeting/Retreat on January 19, 2011 at 9:00 a.m. to interview the two top candidates for the Community Planning category to the Advisory Council for an expired term of office, effective immediately through December 31, 2012; Director Haggerty seconded the motion; which carried unanimously without objection.

CLOSED SESSION:

Public Employee Performance Evaluation – Executive Officer/APCO, Pursuant to Government Code Section 54957 and 54957.6

The Committee again adjourned to Closed Session at 3:32 p.m.

OPEN SESSION:

The Committee reconvened in Open Session at 3:21 p.m. Vice Chairperson Groom stated no reportable action had been taken in Closed Session.

Committee Member Comments/Other Business: None

Time and Place of Next Meeting: Wednesday, January 19, 2011, 9:00 a.m., Ed Roberts Campus, World Institute on Disability, Conference Room, 2nd Floor, 3075 Adeline Street, Berkeley, CA 94703

Adjournment: The meeting was adjourned at 3:36 p.m.

LS/ Lisa Harper

Lisa Harper
Clerk of the Boards