



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

BOARD OF DIRECTORS
PERSONNEL COMMITTEE MEETING

COMMITTEE MEMBERS

BRAD WAGENKNECHT – CHAIRPERSON	ERIC MAR – VICE CHAIRPERSON
SUSAN ADAMS	CAROLE GROOM
SCOTT HAGGERTY	DAVID HUDSON
CAROL KLATT	MARY PIEPHO

MONDAY
MAY 6, 2013
9:30 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 Air District headquarters, 939 Ellis Street, San Francisco, CA, and on the Air District's website www.baaqmd.gov 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 11, 2013**

CLOSED SESSION

4. **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 continue the performance evaluation of the Executive Officer.
5. **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 continue the performance evaluation of the District Counsel.

6. **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)

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

8. **ADJOURNMENT**

**CONTACT THE CLERK OF THE BOARDS
939 ELLIS STREET SF, CA 94109**

**(415) 749-5073
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.

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

939 ELLIS STREET, SAN FRANCISCO, CALIFORNIA 94109

FOR QUESTIONS PLEASE CALL (415) 749-4963

EXECUTIVE OFFICE: MONTHLY CALENDAR OF DISTRICT MEETINGS

MAY 2013

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Regular Meeting <i>(Meets on the 1st & 3rd Wednesday of each Month)</i>	Wednesday	1	9:45 a.m.	Board Room
Board of Directors Personnel Committee <i>(At the Call of the Chair)</i>	Monday	6	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Legislative Committee <i>(At the Call of the Chair)</i>	Monday	6	10:30 a.m.	4 th Floor Conf. Room
Advisory Council Regular Meeting <i>(Meets on the 2nd Wednesday of each Month)</i>	Wednesday	8	9:00 a.m.	Board Room
Board of Directors Climate Protection Committee <i>(At the Call of the Chair)</i>	Thursday	9	10:00 a.m.	4 th Floor Conf. Room And via videoconference at Santa Rosa Junior College Doyle Library, Room 4243 1501 Mendocino Avenue Santa Rosa, CA
Special Board of Directors Meeting - Budget Hearing <i>(At the Call of the Chair)</i>	Wednesday	15	9:45 a.m.	Board Room
Board of Directors Regular Meeting <i>(Meets on the 1st & 3rd Wednesday of each Month)</i>	Wednesday	15	9:45 a.m.	Board Room
Board of Directors Executive Committee <i>(Meets on the 3rd Monday of each Month)</i>	Monday	20	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Stationary Source Committee <i>(Meets on the 3rd Monday of each Month)</i>	Monday	20	10:30 a.m.	4 th Floor Conf. Room
Board of Directors Budget & Finance Committee <i>(Meets on the 4th Wednesday of each Month) - CANCELLED</i>	Wednesday	22	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Mobile Source Committee <i>(Meets on the 4th Thursday of each Month)</i>	Thursday	23	9:30 a.m.	Board Room

JUNE 2013

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Regular Meeting <i>(Meets on the 1st & 3rd Wednesday of each Month)</i>	Wednesday	5	9:45 a.m.	Board Room
Board of Directors Legislative Committee <i>(At the Call of the Chair)</i>	Thursday	6	9:30 a.m.	4 th Floor Conf. Room
Advisory Council Regular Meeting <i>(Meets on the 2nd Wednesday of each Month)</i>	Wednesday	12	9:00 a.m.	Board Room
Board of Directors Executive Committee <i>(Meets on the 3rd Monday of each Month)</i>	Monday	17	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Stationary Source Committee <i>(Meets on the 3rd Monday of each Month)</i>	Monday	17	10:30 a.m.	4 th Floor Conf. Room
Board of Directors Regular Meeting <i>(Meets on the 1st & 3rd Wednesday of each Month)</i>	Wednesday	19	9:45 a.m.	Board Room
Board of Directors Budget & Finance Committee <i>(Meets on the 4th Wednesday of each Month)</i>	Wednesday	26	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Mobile Source Committee <i>(Meets on the 4th Thursday of each Month)</i>	Thursday	27	9:30 a.m.	Board Room

MM – 4/30/13 (9:30 a.m.)

P/Library/Forms/Calendar/Calendar/Moncal

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Memorandum

To: Chairperson Brad Wagenknecht and Members
of the Personnel Committee

From: Jack P. Broadbent
Executive Officer/Air Pollution Control Officer

Date: April 8, 2013

Re: Approval of Minutes of March 11, 2013

RECOMMENDED ACTION

Approve attached draft minutes of the Personnel Committee meeting of March 11, 2013.

DISCUSSION

Attached for your review and approval are the draft minutes of the Personnel Committee meeting of March 11, 2013.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Sean Gallagher
Reviewed by: Ana Sandoval

Attachment

Bay Area Air Quality Management District
939 Ellis Street
San Francisco, California 94109
(415) 749-5073

DRAFT MINUTES

Summary of Board of Directors
Personnel Committee Meeting
Monday, March 11, 2013

1. Call to Order – Roll Call

Committee Chairperson Brad Wagenknecht called the meeting to order at 9:35 a.m.

Present: Committee Chairperson Brad Wagenknecht; Vice-Chairperson Eric Mar; and Directors Susan Adams and Mary Piepho.

Absent: Directors Carole Groom, Scott Haggerty, David Hudson and Carol Klatt.

Also Present: Board of Directors Chairperson Ash Kalra.

2. Public Comment Period: None.

3. Conduct Interviews and Consider Recommending Board of Directors Approval of Candidates for Appointment to the Air District’s Hearing Board

Chairperson Wagenknecht welcomed Thomas M. Dailey, M.D., Hearing Board Chairperson.

The Committee discussed the interview questions and assigned the same.

Director Adams requested that for future recruitments, staff provide a full list of applicants including information on who was not selected for an interview. Director Piepho echoed the request.

Hearing Board Chairperson Dailey provided background information regarding the Hearing Board.

NOTED PRESENT: Director Mar was noted present at 9:45 a.m.

The Committee interviewed candidate Nicholas van Haeften for the Air District Hearing Board professional engineer category principal and alternate seats.

Director Adams suggested more regionally targeted advertising of the Hearing Board vacancy in an effort to ultimately broaden the regional diversity of applicants.

The Committee interviewed the candidates for the Air District Hearing Board medical profession category principal and alternate seats, including Peter Chiu, Lisa Thompson and Janet Weiss.

The Committee interviewed candidate Gilbert Bendix for the Air District Hearing Board professional engineer category principal and alternate seats.

Committee Comments:

The Committee discussed the candidates.

Public Comments: None.

Committee Action:

Board Chairperson Kalra made a motion to recommend Board of Directors approval of the appointment to the Air District Hearing Board of Gilbert Bendix for the principal professional engineer category and Nicholas van Haeften for the alternate professional engineer category, effective immediately; Chairperson Wagenknecht seconded; and the motion was carried unanimously without objection.

Director Piepho made a motion to recommend Board of Directors approval of the appointment to the Air District Hearing Board of Peter Chiu for the principal medical profession category and Lisa Thompson for the alternate medical profession category, effective April 15, 2013; Director Adams seconded; and the motion was carried unanimously without objection.

Director Piepho requested information relative to term expirations in future Hearing Board rosters.

4. Approval of Minutes of February 11, 2013

Committee Comments: None.

Public Comments: None.

Committee Action: Director Piepho made a motion to approve the Minutes of February 11, 2013; Director Adams seconded; and the motion was carried unanimously without objection.

CLOSED SESSION

The Committee adjourned to Closed Session at 11:44 a.m.

5. Public Employee Performance Evaluations (Government Code Section 54957 and 54957.6)

Pursuant to Government Code Section 54957 and 54957.6, a need existed to meet in closed session to conduct a performance evaluation of the Executive Officer.

OPEN SESSION

The Committee resumed Open Session at 12:25 p.m. with no reportable action.

6. **Committee Member Comments/Other Business:** None.
7. **Time and Place of Next Meeting:** At the call of the Chairperson.
8. **Adjournment:** The meeting adjourned at 12:26 p.m.

Sean Gallagher
Clerk of the Boards