



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

AGENDA: 4

Strategic Staffing Plan Update

Personnel Committee Meeting
March 24, 2014

Jack P. Broadbent
Executive Officer/APCO



Background

- Air District has remained mindful of resources as we weathered the economic recession
- Promoting from within, when possible, and providing enhanced training programs / leadership development program
- Maintained a stable vacancy rate over time
- Board has given direction to maintain sufficient service levels to meet legal mandates



Current Staffing Levels

Total Authorized	365
Current Level	310
Total Vacancies	55



Strategic Staffing Principles

- Ensure mandated programs are supported
- Hire for positions that will enhance operational efficiencies in the future
- Hire to advance policy direction from the Board
- Implement 10-Point Climate Action Work Plan
- Identify shared services efficiencies for upcoming move
- Continually evaluate priorities



Staffing Considerations

- Reviewed the Agency from the ground up
- Executive Management Input
- Evaluated needs to meet our goals and decided to fill 15 vacancies

The background of the slide features a scenic view of the Golden Gate Bridge in San Francisco, California. The bridge's iconic orange-red towers and suspension cables are visible against a clear blue sky. In the foreground, there's a body of water and some greenery. The title "Filling Vacancies in FYE 2015" is overlaid on the right side of this image in a large, bold, blue font with a white outline.

Filling Vacancies in FYE 2015

Division	Title
Planning	Rule Development Manager
Planning	Senior Advanced Projects Advisor
Technical	Administrative Secretary
Technical	Air Quality Instrument Specialist
Compliance & Enforcement	Air Quality Inspector (5)
Compliance & Enforcement	Secretary
Administration	Human Resources Analyst
Engineering	Air Quality Engineering Manager
Engineering	Senior Air Quality Engineer
Information Services	Information Services Manager
Information Services	Air Quality Instrument Specialist



Climate Program Staffing

- Implementation of the Air District's 10-Point Climate Action Work Plan
- The Air District's ground breaking GHG Fee will be modified in FYE 2015 Budget
 - An increase of 4.6 cents per ton of GHG
- 4 Positions
 - Planning (2)
 - Inspection (1)
 - Technical (1)



Staffing Levels in FYE 2015

Climate Program Positions	4
All Other Positions	325
Total Budgeted Positions	329



Next Steps

- 10-Point Climate Action Work Plan Implementation
- Continue Cost Recovery Efforts
- Look ahead at Shared-Services savings opportunities at Regional Headquarters
- Continue to evaluate positions as they become vacant

7.4

17.5

27.6



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HEARING BOARD REAPPOINTMENTS & ADVISORY COUNCIL INTERVIEWS

Jack M. Colbourn

Director of Administrative Services Division



OVERVIEW

- ❑ Hearing Board Member Reappointments
- ❑ Advisory Council Background
- ❑ Members
- ❑ Recruitment
- ❑ Interviews and Discussion



Hearing Board Member Reappointments

- Hearing Board Background: The Hearing Board is a quasi-judicial body that rules on particular cases that affect only individual facilities. It is authorized to hear requests for variance relief, permit revocation, abatement orders, and appeals by permit applicants, or by interested third parties, concerning the issuance or denial of permits.
- Hearing Board consists of 5 members and their alternates, including the following category: Professional Engineer, Attorney, Medical Profession, and 2 Public Members.
- Hearing Board members serve a term of 3 years, and are eligible for reappointment until they have served 15 consecutive years.
- Recommend reappointment for the following Hearing Board members in the Public Member category:
 - Terry Trumbull (Principal)
 - Michael McGowan (Alternate)
 - Julio Magalhaes (Principal)
 - Barbara Toole O’Neil (Alternate)



Advisory Council Background

- The purpose of the Advisory Council is to advise and consult on issues related to air pollution emissions control and the environment. This includes studying and making recommendations on matters related to technical, social, economic and environmental aspects of matters being addressed by the Air District.
- Consists of 20 members appointed by the Board of Directors, as well as the Board of Directors Chair as an ex-officio member. Members include: 3 representatives of public health agencies, 4 representatives of private organizations in conservation or protection of the environment, 1 representative of colleges or universities in the state, and 1 representative of each of the following groups in the bay district – regional parks district, park and recreation commissions or equivalent agencies of any city, mass public transportation system, agriculture, industry, community planning, transportation, registered professional engineers, general contractors, architects, and organized labor.
- Advisory Council members serve a term of 2 years, and are eligible for reappointment until they have served 12 consecutive years.



MEMBERS

Name	County of Residence	County of Work	Category	Term Expiration Date
Sam Altshuler	Contra Costa	Contra Costa	Registered Professional Engineer	12/31/2014
Ana Alvarez	San Mateo	San Francisco	Regional Park District	12/31/2015
Benjamin Bolles	San Francisco	Alameda	General Contractor	12/31/2014
Robert Bornstein	San Francisco	Santa Clara	College & University	12/31/2014
Jeffrey Bramlett	Santa Clara	San Francisco	Park & Recreation	12/31/2015
Harold Brazil	Contra Costa	Alameda	Public Mass Transportation	12/31/2015
Jonathan Cherry	Alameda	San Francisco	Architect	12/31/2015
Heather Forshey	Santa Clara	Santa Clara	Public Health	12/31/2014
Stan Hayes	San Francisco	Alameda	Public Member	12/31/2014
John Holtzclaw	San Francisco	San Francisco	Conservation Organization	12/31/2014
Kraig Kurucz	San Mateo	Santa Clara	Industry	12/31/2015
Elizabeth Lutzker	Alameda	Alameda	Public Health	12/31/2014
Rick Marshall	Napa	Napa	Transportation	12/31/2014
Bruce Mast	Alameda	Alameda	Conservation Organization	12/31/2014
Sarat Mayer	San Francisco	San Mateo	Public Health	12/31/2015
Timothy O'Connor	San Francisco	San Francisco	Conservation Organization	12/31/2014
Estes Al Phillips	Alameda	Alameda	Organized Labor	12/31/2015
Jessica Range	Contra Costa	San Francisco	Community Planning	12/31/2015
Laura Tam	San Francisco	San Francisco	Conservation Organization	12/31/2015
VACANCY			Agriculture	TBD



RECRUITMENT

- ❑ There is 1 vacancy in the Agriculture category.
- ❑ The recruitment for this position was posted on January 13th and applications were due March 11th.
- ❑ Promoted in nine newspapers throughout the Bay Area, websites, mailing lists, professional associations, past candidates, etc.
- ❑ 7 applications received.
- ❑ 3 candidates invited to interview.



INTERVIEWS & DISCUSSION