

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

**APPROVED MINUTES**

Summary of Board of Directors  
Executive Committee Meeting  
Monday, March 16, 2015

**1. CALL TO ORDER – ROLL CALL**

Chairperson Carole Groom called the meeting to order at 9:34 a.m.

Present: Chairperson Carole Groom; Vice-Chairperson Eric Mar; and Directors Tom Bates, John Gioia, David Hudson, Nate Miley, Mark Ross and Brad Wagenknecht.

Absent: Director Scott Haggerty.

Also Present: None.

**2. PUBLIC COMMENT ON NON-AGENDA MATTERS:** No requests received.

**3. APPROVAL OF THE MINUTES OF OCTOBER 20, 2014**

Committee Comments: None.

Public Comments: No requests received.

Committee Action:

Director Gioia made a motion, seconded by Director Wagenknecht, to approve the minutes of October 20, 2014; and the motion carried by the following vote of the Committee:

AYES: Gioia, Groom, Hudson, Ross and Wagenknecht.  
NOES: None.  
ABSTAIN: None.  
ABSENT: Bates, Haggerty, Mar and Miley.

**4. HEARING BOARD (HB) QUARTERLY REPORT: JULY – SEPTEMBER 2014**

Hearing Board Chairperson Terry Trumbull, Esq., presented the quarterly report of the Air District HB for July through September 2014, including a summary of the cases and fees collected.

Committee Comments: None.

Public Comments: No requests received.

Committee Action: None; receive and file.

## **5. HB QUARTERLY REPORT: OCTOBER – DECEMBER 2014**

HB Chairperson Trumbull presented the quarterly report of the Air District HB for October through December 2014, including summaries of the cases and fees collected.

Committee Comments: None.

Public Comments: No requests received.

Committee Action: None; receive and file.

## **6. JOINT POLICY COMMITTEE (JPC) UPDATE**

Allison Brooks, Executive Director, JPC, gave a presentation *JPC Update*, including a report of key activities, an overview of organizational planning and goals.

NOTED PRESENT: Director Bates was noted present at 9:39 a.m.

The Committee and Ms. Brooks discussed, at slide 5, *JPC Organizational Planning*, the alternate proposed name of “Bay Area Regional Collaborative.”

Ms. Brooks continued the presentation.

NOTED PRESENT: Director Mar was noted present at 9:46 a.m.

The Committee and Ms. Brooks discussed, at slide 6, *JPC Organizational Planning*, the advantage of a quarterly meeting schedule; legal requirements regarding agency representation on the Governing Board; concerns about proposed names; and the importance of including the economics of climate change in the work done.

Ms. Brooks concluded the presentation.

Committee Comments: None.

Public Comments: No requests received.

Committee Action: None; receive and file.

**7. UPDATE ON THE MY AIR ONLINE PROGRAM – ONLINE PERMITTING SYSTEM**

Damian Breen, Deputy Air Pollution Control Officer, introduced the topic and Jaime Williams, Information Technology Officer, who gave the staff presentation *My Air Online Program Update*, including program goal, structure and roadmap; a status update regarding the public website and publicly accessible data; website design samples; conceptual demo; and permitting and compliance systems status and 2015 goals.

NOTED PRESENT: Director Miley was noted present at 9:57 a.m.

Committee Comments:

The Committee and staff discussed plans for translations from English, relative to both basic navigation and substance; design responsiveness for tablets and smart phones; the importance of prominent and easily accessed meeting resources, including webcasts and written materials; user survey results; the challenges of implementing credit card payment capabilities and how user convenience fees will be handled; the end goal being to achieve an efficiency that will transform the organization, both in terms of public and permittee interactions and staff work; and importance of maintaining a sensitivity to the digital divide by continuing to make staff available for contact and support.

Public Comments: No requests received.

Committee Action: None; receive and file.

**8. COMMITTEE MEMBER COMMENTS / OTHER BUSINESS:** None.

**9. TIME AND PLACE OF NEXT MEETING**

Monday, April 20, 2015, Bay Area Air Quality Management District Headquarters, 939 Ellis Street, San Francisco, CA 94109 at 9:30 a.m.

**10. Adjournment:** The meeting adjourned at 10:06 a.m.

*151 Sean Gallagher*

Sean Gallagher  
Clerk of the Boards