

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

ADVISORY COUNCIL
EXECUTIVE COMMITTEE MEETING
9:00 a.m., Wednesday, January 8, 2003: Room 716

AGENDA

William Hanna, Chairperson; Elinor Blake, Rob Harley, Ph.D.,
Kraig Kurucz, Robert F. Sawyer, Ph.D., P.E., Brian Zamora

1. Call to Order – Roll Call

2. Public Comment Period

The public has the opportunity to speak on any agenda item. All agendas for Advisory Council Committee meetings are posted at the District, 939 Ellis Street, San Francisco, at least 72 hours before a meeting. At the beginning of the meeting, an opportunity is also provided for the public to speak on any subject within the Committee's purview. Speakers are limited to five minutes each.

3. Approval of Minutes of November 13, 2002

4. Discussion of Study Topics Referred by Staff and the Board, as well as Pending Topics Carried Over From 2002, and Assignment to Standing Committees

The Committee will discuss, and make a tentative assignment to Committee, the topics referred to the Council by District staff and the Board, as well as the study topics discussed during 2002 that continue into 2003. Tentative priority may be given by the Executive Committee for topic analysis.

5. District Regulatory Timetable for 2003

The Committee will discuss the District's regulatory timetable for 2003 and specific areas in which the Council may provide input. The discussion will focus on ensuring sufficient advance notice for the Standing Committees to schedule discussion of the regulatory measures within the context of their respective work plan and for staff to receive Council input on a given measure.

6. Committee Member Comments/Other Business

Any Council member, 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 on any matter or take action to direct staff to place an issue on a future agenda.

7. Time and Place of Next Meeting

9:00 a.m., Wednesday, March 12, 2003, Room 716, 939 Ellis Street, San Francisco, CA 94109.

8. Adjournment

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
939 ELLIS STREET, SAN FRANCISCO, CALIFORNIA 94109
(415) 771-6000

CLERK OF THE BOARDS OFFICE:
MONTHLY CALENDAR OF DISTRICT MEETINGS
JANUARY 2003

TYPE OF MEETING	DAY	DATE	TIME	ROOM
Advisory Council Air Quality Planning Committee	Monday	6	9:30 a.m.	Room 716
Advisory Council Executive Committee	Wednesday	8	9:00 a.m.	Room 716
Advisory Council Regular Meeting/Retreat	Wednesday	8	9:30 a.m.	Board Room
Board of Directors Mobile Source Committee	Thursday	9	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Regular Meeting	Wednesday	15	9:45 a.m.	Board Room
Board of Directors Budget & Finance Committee	Wednesday	22	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Personnel Committee - CANCELLED -	Friday	24	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Executive Committee	Wednesday	29	9:30 a.m.	4 th Floor Conf. Room

MR:mr
12/17/02 (11:20 a.m.)
P/Library/Calendar/Moncal

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CLERK OF THE BOARDS OFFICE:
MONTHLY CALENDAR OF DISTRICT MEETINGS
F E B R U A R Y 2 0 0 3

TYPE OF MEETING	DAY	DATE	TIME	ROOM
Advisory Council Technical Committee	Tuesday	4	10:00 a.m.	4th Floor Conference Room
Board of Directors Regular Meeting	Wednesday	5	9:45 a.m.	Board Room
Board of Directors Public Outreach Committee	Monday	10	10:00 a.m.	4th Floor Conf. Room
Board of Directors Mobile Source Committee	Thursday	13	9:30 a.m.	4th Floor Conf. Room
Board of Directors Regular Meeting	Wednesday	19	9:45 a.m.	Board Room
Board of Directors Budget & Finance Committee	Wednesday	26	9:30 a.m.	4th Floor Conference Room

MR:MR
12/16/02 (3:07 P.M.)
P/Library/Calendar/Moncal

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

DRAFT MINUTES

Advisory Council Executive Committee Meeting
9:00 a.m., Wednesday, November 13, 2002

1. **Call to Order – Roll Call.** 9:02 a.m. Quorum Present: Robert F. Sawyer, Ph.D., P.E., Sam Altshuler, Elinor Blake, Fred Glueck, William Hanna, Jane Kelly, Brian Zamora.
2. **Public Comment Period.** There were no public comments.
3. **Approval of Minutes of September 11, 2002.** Ms. Blake moved approval of the minutes; seconded by Mr. Zamora; carried.
4. **Discussion of the Applicability of the Brown Act to the Advisory Council Applicant Selection Working Group (ASWG).** Chairperson Sawyer stated he had placed this item on the agenda following the cancellation last month of an ASWG conference call to screen applications and select candidates for subsequent interview. District Counsel Brian Bunker briefly reviewed the circumstances that lead to his recommending its cancellation. He distributed a November 10, 1997 memorandum from former District Counsel Robert Kwong to the ASWG entitled “Applicability of the Brown Act Open Meetings Law (Government Code Section 54950 *et seq.*)” It indicates that the ASWG is not subject to the Brown Act. Mr. Bunker explained that as the ASWG is an ad hoc committee appointed by the Council Chair and lacks continuing subject matter, it is exempt from the Brown Act. It may therefore hold meetings concerning the screening of applicants by e-mail, telephone or an exchange of letters and conduct candidate interviews in closed session. The ASWG would be subject to the Brown Act if it were included in the Advisory Council By-Laws or its membership were voted on by the Advisory Council. Chairperson Sawyer stated that ASWG would conduct future meetings to initially screen applications by conference call.
5. **Discussion of the Role of the Clerk’s Office Staff in Taking and Reviewing Advisory Council Minutes.** Peter Hess, Deputy Air Pollution Control Officer, stated that Mary Romaidis, Clerk of the Boards, and James Corazza, Deputy Clerk, have agreed upon a proposal for the timely submission of Advisory Council minutes. Referring to her November 4, 2002 memo entitled “Role of the Clerk’s Office Staff in Taking and Reviewing Advisory Council Minutes,” Ms. Romaidis added that in a recent e-mail Chairperson Sawyer suggested eliminating Steps 7 and 8. Chairperson Sawyer explained that the draft minutes would be more promptly reviewed if the Committee or Council Chair alone reviewed the first iteration rather than the entire Committee or Council. The collective discussion and approval of the draft minutes would occur at the following meeting. In reply to Committee member questions, Ms. Romaidis indicated that the proposed two-week deadline for submitting the draft minutes can be flexibly applied on a case-by-case basis and no changes are intended to the detailed content of Council minutes. Mr. Hess noted that the procedure ensures the timely submittal and review of the draft minutes. Chairperson Sawyer added that it also ensures the integrity of the draft

minutes by requiring that any edits proposed by the Clerk to the initial draft prepared by the Deputy Clerk be “tracked” and reviewed by the appropriate Chair.

Mr. Altshuler suggested that the Council or Committee Chair prepare an executive summary of the minutes for Board review. Ms. Romaidis noted that a summary of each Committee meeting is contained in the cover memorandum to the Council’s Report to the Board Executive Committee that is jointly prepared by Mr. Corazza and Council Chair. Mr. Altshuler requested that this cover memo also be circulated to the Committee Chairs for prior editorial review. Mr. Zamora suggested that executive summaries of the Committee meetings be prepared by the Committee Chairs and included in the agenda packet of the subsequent Advisory Council Regular meeting.

- 6. Discussion of Committee Assignments.** Executive Officer/APCO William Norton stated that he would add *Council review of the District’s State Implementation Plan (SIP) submittals* to the agenda packet memorandum list of “Suggested Topics for the Council to Address.” With regard to each topic contained in the list:

(1) Develop a List of Possible Intermittent Ozone Strategies. Mr. Norton stated that the California Air Resources Board (CARB) will host a round-table discussion with stakeholders on December 3, 2002. Staff will bring the issues discussed to the Council for evaluation. Mr. Hess added that CARB will hold a follow-up meeting with the stakeholders in March of 2003 on the inclusion of such measures in the modeling for the 2004 SIP as well as their subsequent implementation.

(2) Review the role of CNG and LNG as IC engine fuels (displacing diesel). Mr. Norton noted that CARB has suggested diesel fuel will play a role in the future. Mr. Altshuler added that global warming is driving this issue since CNG engines emit less CO₂ than diesel. This is relevant to the Water Transit Initiative because marine diesel engines are high emitters. Mr. Hess added that at the request of the Board of Directors, staff’s comments on the California Environmental Quality Act (CEQA) documents for the Water Transit Initiative will be brought to the Council for review.

(3) Review the “State of the Art” of remote “fence line” ambient air monitoring. Mr. Norton stated the issue is whether available technology provides adequate information both for long-term monitoring purposes and neighborhoods in the event of an accidental release. The District is presently arranging a meeting between Phillips refinery staff and community representatives at which this will be one topic of discussion. Ms. Blake added that representatives from the Contra Costa County Health Department would be interested in attending the Advisory Council Public Health Committee meeting at which this issue is discussed.

(4) Review marine shipping as a source of potential emission reductions. Mr. Norton stated the District has met with the Port of Oakland staff on emissions from the significant heavy-duty truck traffic and the marine engines in ships either stationed at, or awaiting permission to enter, the Port. Coast Guard regulations must be evaluated on the extent to which they require marine engines to operate in standby/idle mode in the event of a fire at the Port. The jurisdiction of the District over marine engine fuel type also requires assessment.

(5) Evaluate the role of the District in response to a catastrophic event occurring in the Bay Area. Mr. Norton stated District staff would like for the Council to evaluate the District’s role

in responding to an emergency such as the catastrophic September 11 event. Issues of concern include the extent to which the District should conduct air monitoring and coordinate with EPA on the safety of large industrial sources and rail car transit in and out of refineries. Mr. Hess added that from the standpoint of information on air impacts it is important to precisely ascertain the District's role in terms of interfacing with county Risk Management Prevention Plans (RMPPs).

Mr. Hess added that at the beginning of next year the Advisory Council will receive a staff presentation on the status of the Future Study Measures that it reviewed earlier this year. Also, at the Board of Directors Regular Meeting of November 6, 2002, a representative of the Sonoma County Climate Protection Campaign (SCCPC) gave a presentation on collaborating with the District to reduce emissions of greenhouse gases. The Board has requested that staff prepare a regional greenhouse gases emission inventory. Staff will provide a presentation to the Council on this issue next January and seeks the Council's input. Chairperson Sawyer noted that the new CARB Emission Factor (EMFAC) model takes greenhouse gas emissions into account. Mr. Norton added that the emission inventory project would also include coordination with local governments in terms of providing them with greenhouse gas emission inventories and suggestions on implementing measures to reduce such emissions. Mr. Hess added that next year the SCCPC would also like to make a presentation on this matter to one of the Advisory Council's Standing Committees.

7. **Nomination of a Slate of Council Officers for Calendar Year 2003.** Vice-Chairperson Hanna indicated that he has surveyed the Committee Chairs regarding serving as Council Secretary next year. Mr. Zamora has indicated he would accept the nomination. Mr. Glueck moved the nomination for calendar year 2003 of Vice-Chairperson Hanna for the position of Chairperson, Council Secretary Elinor Blake for the position of Vice-Chairperson, and Public Health Committee Chairperson Zamora for the Council Secretary; seconded by Mr. Altshuler; carried unanimously. Chairperson-Elect Hanna stated that he would appoint Mr. Kurucz as Chair of the Air Quality Planning Committee, Mr. Zamora as Chair of the Public Health Committee, and Mr. Altshuler as the Chair of the Technical Committee. Mr. Altshuler replied that he would continue as Chair if other Technical Committee members who have not yet served as Chair, such as Rob Harley, Ph.D., or Norman Lapera, declined an offer to serve in that capacity.
8. **Committee Member Comments/Other Business.** There were none.
9. **Time and Place of Next Meeting.** At the call of the Chair.
10. **Adjournment.** 10:02 a.m.

Respectfully submitted,

James N. Corazza
Deputy Clerk of the Boards

Issues Proposed by Staff and the Board for Referral to Advisory Council:

- (1) Council Review of the District's State Implementation Plan (SIP) submittals.
- (2) Develop a List of Possible Intermittent Ozone Strategies.
- (3) Review the role of CNG and LNG as IC engine fuels (displacing diesel).
- (4) Review the "State of the Art" of remote "fence line" ambient air monitoring.
- (5) Review marine shipping as a source of potential emission reductions.
- (6) Evaluate the role of the District in response to a catastrophic event occurring in the Bay Area.
- (7) Review Proposal to Develop Regional Greenhouse Gas Emission Inventory.

Issues Remaining from 2002 for Completion

- (8) Particulate Matter Abatement (Public Health Committee)
- (9) Enhancement of Enhanced Vehicle Inspection & Maintenance (Air Quality Planning Committee)
- (10) Evaluation of Biogenic Emissions near Livermore (Technical Committee)
- (11) Air Quality Impact of September 11, 2001 commercial aircraft shut down, and subsequent Port of Oakland shut down (request of Council at November 13 Regular Meeting).
- (12) Further Study Measures (staff to report to the full Board on these on January 15, 2003)



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