



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

ADVISORY COUNCIL EXECUTIVE COMMITTEE

COMMITTEE MEMBERS

**KRAIG KURUCZ, CHAIR
LOUISE BEDSWORTH, Ph.D.
ROBERT BORNSTEIN, Ph.D.
JEFFREY BRAMLETT**

**FRED GLUECK
STAN HAYES
BRIAN ZAMORA**

**WEDNESDAY
MARCH 22, 2006
1:00 P.M.**

**CONFERENCE ROOM
716**

AGENDA

1. Call to Order – Roll Call

2. Public Comment Period

Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3. 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 January 11, 2006

4. Committee Work Plans

The Committee will discuss work plan progress and areas of possible joint committee work.

5. Committee Member Comments/Other Business

Committee or staff members on their own initiative, or in response to questions posed by the public, may: ask a question for clarification, make a brief announcement or report on their own activities, provide a reference to staff about 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.

6. Time and Place of Next Meeting

9:00 a.m., May 10, 2006, Conference Room 716, 939 Ellis Street, San Francisco, CA 94109.

7. Adjournment

KK:jc

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

(415) 749-4965
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 Clerk's Office should be given in a timely manner so that arrangements can be made accordingly.

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

MARCH 2006

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Advisory Council Executive Committee (Rescheduled to March 15, 2006)	Wednesday	8	9:00 a.m.	Room 716
Advisory Council Regular Meeting (Rescheduled to March 15, 2006)	Wednesday	8	10:00 a.m.	Board Room
Board of Directors Mobile Source Committee (Meets 2nd Monday each Month)	Monday	13	9:30 a.m.	4th Floor Conf. Room
Board of Directors Regular Meeting (Meets 1 st & 3 rd Wednesday of each Month)	Wednesday	15	9:45 a.m.	Board Room
Advisory Council Executive Committee (Rescheduled to March 22, 2006)	Wednesday	15	1:00 p.m.	Room 716
Advisory Council Regular Meeting (Rescheduled to March 22, 2006)	Wednesday	15	1:30 p.m.	Board Room
Joint Policy Committee	Friday	17	10:00 a.m. – Noon	MetroCenter Auditorium 101 8th Street Oakland, CA 94607
Board of Directors Budget & Finance Committee (Meets 4th Wednesday each Month)	Wednesday	22	9:45 a.m.	4th Floor Conf. Room
Advisory Council Executive Committee	Wednesday	22	1:00 p.m.	Room 716
Advisory Council Regular Meeting	Wednesday	22	1:30 p.m.	Board Room
Board of Directors Stationary Source Committee (Meets 4 th Monday of each Quarter)	Monday	27	9:30 a.m.	Board Room

APRIL 2006

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Regular Meeting (Meets 1 st & 3 rd Wednesday of each Month)	Wednesday	5	9:45 a.m.	Board Room
Board of Directors Mobile Source Committee (Meets 2 nd Monday each Month)	Monday	10	9:30 a.m.	4 th Floor Conf. Room

April 2006 continued on next page

APRIL 2006 (Continued)

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Advisory Council Public Health Committee	Tuesday	11	10:00 a.m.	Room 716
Advisory Council Technical Committee	Wednesday	12	9:30 a.m.	Board Room
Advisory Council Air Quality Planning Committee	Wednesday	12	1:00 p.m.	Board Room
Board of Directors Regular Meeting (<i>Meets 1st & 3rd Wednesday of each Month</i>)	Wednesday	19	9:45 a.m.	Board Room
Board of Directors Public Outreach Committee (<i>Meets 4th Monday every other Month</i>)	Monday	24	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Budget & Finance Committee (<i>Meets 4th Wednesday each Month</i>)	Wednesday	26	9:45 a.m.	4th Floor Conf. Room

MAY 2006

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Regular Meeting (<i>Meets 1st & 3rd Wednesday of each Month</i>)	Wednesday	3	9:45 a.m.	Board Room
Board of Directors Mobile Source Committee (<i>Meets 2nd Monday each Month</i>)	Monday	8	9:30 a.m.	4th Floor Conf. Room
Advisory Council Executive Committee	Wednesday	10	9:00 a.m.	Room 716
Advisory Council Regular Meeting	Wednesday	10	10:00 a.m.	Board Room
Board of Directors Regular Meeting (<i>Meets 1st & 3rd Wednesday of each Month</i>)	Wednesday	17	9:45 a.m.	Board Room
Joint Policy Committee	Friday	19	10:00 a.m. – Noon	MetroCenter Auditorium 101 8th Street Oakland, CA 94607
Board of Directors Budget & Finance Committee (<i>Meets 4th Wednesday each Month</i>)	Wednesday	24	9:45 a.m.	4th Floor Conf. Room

mrl
3/6/06 (11:26 a.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, January 11, 2006

1. **Call to Order – Roll Call.** 9:18 a.m. Present: Kraig Kurucz, Chairperson, Fred Glueck, Louise Bedsworth, Ph.D., Bob Bornstein, Ph.D., Jeffrey Bramlett, Stan Hayes, Brian Zamora.
2. **Public Comment Period.** There were no public comments.
3. **Approval of Minutes of November 9, 2005.** Mr. Glueck moved approval of the minutes; seconded by Brian Zamora; carried unanimously.
4. **Discussion of the Role of the Applicant Selection Working Group.** Chairperson Kurucz stated that the Governing Board recently modified the procedure for reappointing Advisory Council members. It was determined that incumbents will compete at the conclusion of their term with outside applicants. The Committee will today discuss whether the members now fill the slots on the Council as indicated by the requirements in the California Health & Safety Code, and what role will the Applicant Selection Working Group now play in the reappointment process.

Peter Hess, Deputy Air Pollution Control Officer, stated that the members whose terms expired on December 31, 2005 have received a letter from former Board Chair Marland Townsend, which expresses the Board's reasons for changing the reappointment process. In 1994, the Board modified the manner for selecting the Council members by asking the Advisory Council to conduct the initial applicant screening and interviewing functions. The Council established the Applicant Selection Working Group (ASWG) shortly thereafter. The Board has now indicated its desire to conduct the interviews of prospective Council members. The Board would like for the ASWG to conduct some type of screening and then recommend candidates to the Personnel Committee for subsequent interview. The District has sent out advertisements for the slots occupied by the incumbents seeking reappointment, and the application period closes January 27. The ASWG could review the applications received and forward a list of recommendations regarding interviewees to the Personnel Committee.

In discussion, Mr. Hayes suggested the ASWG conduct a paper screening of the applications and forward its ranking regarding the top two candidates to interview to the Personnel Committee. Dr. Bornstein noted that, at San Jose State University, a screening committee evaluates the applications, rank orders them and passes them on to the body that is legally empowered to make the appointing decision. Mr. Zamora noted that given the Council's recent adoption of a Code of Conduct, members on the ASWG whose terms are expiring and who wish to be reappointed will have to recuse themselves from the process to avoid a conflict-of-interest.

Chairperson Kurucz noted that while the Personnel Committee expects that the top two candidates would be recommended by the ASWG, it is unclear whether or not those two would include or exclude the incumbent—who will automatically receive an interview.

Mr. Hayes noted that he would not wish to eliminate any resumes from consideration by the Personnel Committee but simply rank order them and let the Committee determine whom it wishes to interview. He added that a possible hybrid procedure would be for the Board to invite someone from the Advisory Council to be present for the interviews conducted by the Personnel Committee. Mr. Glueck moved the Committee direct that the ASWG rank order the written applications and forward its rating to the Personnel Committee for the latter's use in arranging and conducting the interviews; seconded by Dr. Holtzclaw; carried unanimously.

5. **Review and Discussion of Membership of the Advisory Council.** Mr. Hess stated that the second issue concerns the slots filled by Council members. He noted that Council member Linda Weiner fills the "Public Health Agency" slot but the American Lung Association is not an agency as such, and she would more appropriately fill a "Conservation Organization" category. Additionally, Council member Louise Bedsworth fills a "Public-at-Large" category, which designation is only used when, for a given category, there are no qualified applicants and a member from the public may be appointed. However, she would qualify for the "Conservation Organization" category given her current employment. Dr. Holtzclaw noted that Council member Emily Drennen fits the "Transportation" category given her employment at Walk San Francisco. Dr. Bedsworth cautioned against too strictly construing how well a member fits a given category, noting that she does not so much advocate for the particular organization for which she works as much as she brings her expertise in transportation to Council deliberations.

Chairperson Kurucz observed that this item is only for the Committee's information and discussion, and that no action is required from the Executive Committee. Moreover, only the Governing Board is empowered to reassign Council members to specific statutory categories. Mr. Hayes noted that the reapplication of a Council member at the expiration of his or her term every two years also allows for reassignment to a different Council category should a member's personal and professional circumstances change in such a way that requires such an adjustment.

6. **Committee Member Comments.** Mr. Hayes noted that a conference on Greenhouse Gases will be held in the Bay Area from March 7-9, and Council members are invited to attend.
7. **Time and Place of Next Meeting.** 9:00 a.m., Wednesday, March 8, 2006, 939 Ellis Street, San Francisco, CA 94109.
8. **Adjournment.** 10:03 a.m.

James N. Corazza
Deputy Clerk of the Boards

:jc