

MEMORANDUM

January 13, 2021

TO: Bay Area Air Quality Management District

FR: MIG, Inc.

RE: Summary of January 12, 2021 Path to Clean Air in Richmond-San Pablo Community Design Team Meeting

The Bay Area Air Quality Management District (Air District) is partnering with the Richmond-San Pablo Area to develop a Community Emissions Reduction Plan (CERP) through the state of California's [Community Air Protection Program](#), also known as Assembly Bill 617 (AB 617). Community engagement is critical to the development of the CERP to ensure a community-driven plan that reflects the community's values, needs and preferences.

In February 2020, the Air District formed a CERP Community Design Team (CDT) to develop an organizational and decision-making framework for the CERP Steering Committee. The CDT is made up of representatives from local community-based organizations, community groups and people who live in the community. There are no government or industry representatives on this team. The CDT will: develop draft criteria for CERP Steering Committee membership and possibly the CERP Co-Lead Team; provide specific nominations for the Steering Committee; draft a charter, partnership agreement, and conflict of interest and financial disclosure as needed; and help convene the Steering Committee.

On Tuesday, January 12, 2021, the CDT met for the ninth time. Following guidance from the Contra Costa health department regarding public gatherings and Covid-19, the CDT held its ninth meeting virtually using online video conferencing. The meeting agenda, presentation materials and transcript are available in the Appendix. Joan Chaplick of MIG provided meeting facilitation and ensured that key agreements and discussion topics were documented. The following sections provide a high-level overview of the key discussion points and action items based on the meeting agenda.

Table 1: CERP Community Design Team Roll Call on 1/12/2021

CERP Design Team Member Name	Organization	CERP Design Team Members in Attendance on 1/12/21
Oscar Garcia	Iron Triangle Neighborhood Council	Present
Janis Hashe	Lives in Richmond	Present
Matt Holmes	Groundwork Richmond	Present
Linda Jackson-Whitmore	Santa Fe Neighborhood Council	Present
Janet Johnson	Sunflower Alliance	Present
Randy Joseph	Lives in Richmond	Present
Dr. Naama Raz-Yaseef	Lives in Richmond	Present
Willie Robinson	NAACP: Richmond Branch	Present
Andres Soto	Communities for a Better Environment	Present
Julie Walsh	No Coal in Richmond	Absent

I. Welcome and Introductions

Joan Chaplick of MIG welcomed meeting participants and introduced Veronica Eady of the Air District. Ms. Eady provided opening remarks. Following introductions, Ms. Chaplick reviewed virtual participation guidelines and the meeting agenda.

II. CDT Review and Recommendations Process for the CERP Steering Committee Applications

Kevin Olp of the Air District provided an overview of the expected timeline for transitioning from the CERP Design Team to a CERP Steering Committee. The CDT will review Steering Committee applications between January 11th and January 29th. The Equity, Access & Inclusion Board Committee (Board Committee) will meet twice in February and/or March 2021 to review the CDT's recommendation and select CERP Steering Committee members.

Mr. Olp reviewed the demographics and summarized application responses of applicants for the CERP Steering Committee and thanked the CDT for their outreach efforts which were noteworthy since 72 applications were received. Next, Mr. Olp walked the CDT through accessing CERP Steering Committee applications and submitting input, and shared directions from the Board Committee to avoid coordination between CDT members on Steering Committee member selection. Several CDT members

asked questions about the review and recommendation process. The transcript of this discussion is available in the Appendix.

III. Equity, Access & Inclusion Board Committee Meetings

Ms. Eady reviewed agenda topics for the February Board Committee meetings, including recommending the make-up of the CERP Steering Committee, involvement of industry, and recommendation of CERP Steering Committee members. CDT members were invited to contact Mr. Olp and Ms. Eady to request additional information and one-on-one briefings. CDT members asked questions and made comments regarding the Board Committee process and decision-making points. This discussion is transcribed in the Appendix.

IV. The Path Forward for the Board Resolution and the Community Steering Committee Charter

Mr. Olp explained that CDT input on the Charter to date will be shared with the CERP Steering Committee to inform the development of the Steering Committee Charter and shared the process for submitting additional recommendations regarding the Charter.

V. Public Comment

Members of the public were provided the opportunity to make comments for up to three minutes, following the protocol established at the Air District Board of Directors meetings. Members of the public declined to speak at this time.

VI. Next Steps

The CDT will review CERP Steering Committee applications and provide written feedback by Friday, January 29, 2021. The Board Committee on Equity, Access, and Inclusion will meet twice in February and/or March 2021 to make decisions regarding the make-up of the CERP Steering Committee and involvement of industry, review CDT recommendations and recommend Steering Committee members. This was the final CDT meeting.