



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

Path to Clean Air Community Emissions Reduction Plan (CERP) Steering Committee Meeting

COMMUNITY STEERING COMMITTEE MEMBERS

ALFREDO ANGULO	HAKIM JOHNSON	LUZ GOMEZ
AMANDA BOOTH	HEIDI V SWILLINGER	MICHAELA ZARAGOZA-SOTO
ARTO RINTEELA	HENRY CLARK	NANCY AGUIRRE
BRET ANDREWS	JEFFREY L KILBRETH	OMONIYI OMOTOSO
DARLENA DAVID	JESSICA RANGE	PATRICIA A. DANIELS
DARLENE RIOS DRAPKIN	JIM HOLLAND	PHILLIP MITCHELL
DAVE SEVERY	KEVIN RUANO HERNANDEZ	ROBERTA FELICIANO
ERIKA RAMIREZ	LIZBETH IBARRA	SUZANNE COFFEE
FABIOLA REYES	LIZETTE BERNAL	VERNON WHITMORE
FRANCISCO AVILA	LUCIA CASTELLO	Y'ANAD BURRELL

**THIS MEETING WILL BE CONDUCTED UNDER PROCEDURES AUTHORIZED BY
EXECUTIVE ORDER N-29-20 ISSUED BY
GOVERNOR GAVIN NEWSOM**

- **THE PUBLIC MAY OBSERVE THIS MEETING BY CLICKING THE LINK AVAILABLE ON THE AIR DISTRICT'S AGENDA WEBPAGE AVAILABLE AT**

<https://www.baaqmd.gov/community-health/community-health-protection-program/richmond-area-community-health-protection-program>

- **THE PUBLIC MAY PARTICIPATE REMOTELY VIA ZOOM AT THE FOLLOWING LINK OR BY PHONE**

Zoom Link: <https://us06web.zoom.us/j/93384415696>

Telephone (audio only): +16699006833, 93384415696#

Webinar ID: 933 8441 5696

- **THOSE PARTICIPATING BY PHONE WHO WOULD LIKE TO MAKE A COMMENT CAN USE THE "RAISE HAND" FEATURE BY DIALING "**9".**

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- x Any writing relating to an open session item on this Agenda that is distributed to all, or a majority of all, members of the body to which this Agenda relates shall be made available at the Air District's offices at 375 Beale Street, Suite 600, San Francisco, CA 94105, at the time such writing is made available to all, or a majority of all, members of that body.

Accessibility and Non-Discrimination Policy

The Bay Area Air Quality Management District (Air District) does not discriminate on the basis of race, national origin, ethnic group identification, ancestry, religion, age, sex, sexual orientation, gender identity, gender expression, color, genetic information, medical condition, or mental or physical disability, or any other attribute or belief protected by law.

It is the Air District's policy to provide fair and equal access to the benefits of a program or activity administered by Air District. The Air District will not tolerate discrimination against any person(s) seeking to participate in, or receive the benefits of, any program or activity offered or conducted by the Air District. Members of the public who believe they or others were unlawfully denied full and equal access to an Air District program or activity may file a discrimination complaint under this policy. This non-discrimination policy also applies to other people or entities affiliated with Air District, including contractors or grantees that the Air District utilizes to provide benefits and services to members of the public.

Auxiliary aids and services including, for example, qualified interpreters and/or listening devices, to individuals who are deaf or hard of hearing, and to other individuals as necessary to ensure effective communication or an equal opportunity to participate fully in the benefits, activities, programs and services will be provided by the Air District in a timely manner and in such a way as to protect the privacy and independence of the individual. Please contact the Non-Discrimination Coordinator identified below at least three days in advance of a meeting so that arrangements can be made accordingly.

If you believe discrimination has occurred with respect to an Air District program or activity, you may contact the Non-Discrimination Coordinator identified below or visit our website at www.baaqmd.gov/accessibility to learn how and where to file a complaint of discrimination.

Questions regarding this Policy should be directed to the Air District's Non-Discrimination Coordinator, Terri Levels, at (415) 749-4667 or by email at tlevels@baaqmd.gov.

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Members of the Path to Clean Air Steering Committee

From: Veronica Eady
Senior Deputy Executive Officer of Policy & Equity

Date: August 16, 2021

Re: Approval of the Minutes of July 19, 2021

RECOMMENDED ACTION

Approve the attached draft minutes of the Community Steering Committee (Committee) Meeting of July 19, 2021.

DISCUSSION

Attached for your review and approval are the draft minutes of the Committee Meeting of July 19, 2021.

Respectfully submitted,

Veronica Eady
Senior Deputy Executive Officer

Prepared by: MIG Consulting
Reviewed by: Vanessa Johnson

Attachment 2A: Draft Minutes of the Committee Meeting of July 19, 2021

AGENDA: 2A – ATTACHMENT

Draft Minutes – Richmond – No. Richmond – San Pablo Community Emissions Reduction Plan Community Steering Committee July 19, 2021

Bay Area Air Quality Management District
375 Beale Street, Suite 600
San Francisco, CA 94105

DRAFT MINUTES

Richmond – No. Richmond – San Pablo Community Emissions Reduction Plan Community Steering Committee
Monday, July 19, 2021

This meeting was conducted under procedures authorized by executive order N-29-20 issued by Governor Gavin Newsom. Members of the Committee participated by teleconference.

1. CALL TO ORDER - ROLL CALL

The Richmond – No. Richmond – San Pablo Community Emissions Reduction Plan Community Steering Committee (CSC or Committee) Co-Chairs Y’Anad Burrell and Alfredo Rafael Angulo called the meeting to order at 5:30 pm.

Present: Co-Chair Y’Anad Burrell, Co-Chair Alfredo Rafael Angulo; and Members Nancy Aguirre, Francisco Avila, Amanda Booth, Lucia Castello, Dr. Henry Clark, Patricia Daniels, Dr. Darlena David, Darlene Rios Drapkin, Roberta Feliciano, Luz Gomez, Lizbeth Ibarra, Jeffrey Kilbreth, Philip Mitchell, Dr. Omoniyi Omotoso, Kevin Ruano Hernandez, Dave Severy, Heidi Swillinger, Vernon Whitmore, Micaela Zaragoza-Soto, Jim Holland (non-voting), and Hakim Johnson.

Absent: Members Dr. Bret Andrews, Lizette Bernal, Suzanne Coffee, Erika Ramirez, Jessica Range, Fabiola Reyes Perez.

Also Present: Air District Staff Kevin Olp, Anna Lee, Marcy Hiratzka, Veronica Eady, Vanessa Johnson, Adan Schwarz, Kristen Law, Karissa White, Laura Cackette, Ranyee Chiang; MIG Staff Joan Chaplick, Ana Padilla; Interpreter Norma Herrera; and Members of the Public Joshua Abraham, Oscar Garcia, Regina McDoniels, Julia Luongo, Ivan Garcia, Don Siefkes, John Gioia, and Marjaneh Moini.

2. APPROVAL OF THE MINUTES OF JUNE 21, 2021

The Committee reviewed the meeting agenda, amended the Meeting Minutes, and decided to simplify future Minutes by summarizing action items without providing specific comments.

Committee Action

Luz Gomez made a motion, seconded by Nancy Aguirre, to **approve** the minutes of June 21, 2021, as amended; and the motioned carried by the following vote of the Committee:

AYES: Co-Chair Y’Anad Burrell, Co-Chair Alfredo Rafael Angulo; and Members Nancy Aguirre, Francisco Avila, Amanda Booth, Lucia Castello, Dr. Henry Clark, Patricia Daniels, Dr. Darlena David, Darlene Rios Drapkin, Roberta Feliciano, Luz Gomez, Lizbeth Ibarra, Jeffrey Kilbreth, Philip Mitchell, Dr. Omoniyi Omotoso, Kevin Ruano Hernandez, Dave Severy, Heidi Swillinger, Vernon Whitmore, Micaela Zaragoza-Soto, Jim Holland (non-voting), and Hakim Johnson.

NOES: None.

ABSTAIN: None.

ABSENT: Members Dr. Bret Andrews, Lizette Bernal, Suzanne Coffee, Erika Ramirez, Jessica Range, Fabiola Reyes Perez.

3. COMMUNITY OVERVIEW AND VISION AND PRINCIPLES ACTIVITY

The Committee received a presentation on community characteristics and air quality information prepared by the Air District. The Committee then participated in an activity to brainstorm elements of the Committee’s Vision and Principles and begin editing the Charter. Comments were captured by Air District staff on a shared document that was periodically shared with the group.

The Steering Committee agreed to form an ad hoc working group to review and revise the comments for consideration by the group. The Ad Hoc Committee includes: Members Ruano Hernandez, Mitchell, Whitmore, Aguirre, David,

RECESS FROM 7:10 to 7:20 pm.

Public Comments

Public comments were given by Don Sefkis; and Oscar Garcia, Org Iron Triangle Neighborhood Council.

Committee Action

None; receive and file.

4. CHARTER DEVELOPMENT AND ADOPTION PROCESS

The Steering Committee reviewed and revised a Charter to govern the Steering Committee through the development of the Community Emission Reduction Plan process.

Public Comments

Public comments were given by Supervisor John Gioia, Contra Costa County.

Committee Action

None.

5. PUBLIC COMMENT ON NON-AGENDA MATTERS

Members of the public were invited to speak on matters not on the agenda for the meeting for two minutes.

Public Comments

None.

Committee Action

None; receive and file.

6. COMMITTEE MEMBER COMMENTS

Members of the Committee and its staff were invited to make comments, ask questions, make brief announcements, provide a reference regarding factual information, request staff to report back at subsequent meetings concerning any matter, or direct staff to place a matter of business on a future agenda.

7. TIME AND PLACE OF NEXT MEETING

Monday, August 16, 2021, Zoom Video Conferencing, at 5:30 p.m.

Zoom Link: <https://us06web.zoom.us/j/93384415696>

Meeting ID: 933 8441 5696

8. ADJOURNMENT

The Committee meeting was adjourned by the Committee Co-Chairs at 8:37 pm.

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Members of the Path to Clean Air Community Steering Committee

From: Veronica Eady
Senior Deputy Executive Officer of Policy & Equity

Date: August 16, 2021

Re: Plan Process Review and Community Vision and Principles Review and Adoption

RECOMMENDED ACTION

The Committee will vote to adopt the Steering Committee Vision and Principles.

BACKGROUND

The Committee will review and provide feedback on the Plan Process graphic. Air District staff will present work done by the Ad Hoc Committee on Vision and Principles in between the July and August Committee meetings, to summarize and organize Principles and Vision input from the Committee, and to draft Principles and a Vision for Committee consideration at the August meeting.

DISCUSSION

The Committee will review and discuss the Plan Process graphic and will provide any feedback. The Steering Committee will discuss and vote on the draft Principles and Mission presented.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Veronica Eady
Senior Deputy Executive Officer of Policy & Equity

Prepared by: Kelly Malinowski
Reviewed by: Veronica Eady

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Members of the Path to Clean Air Community Steering Committee

From: Veronica Eady
Senior Deputy Executive Officer of Policy & Equity

Date: August 16, 2021

Re: Charter Development and Adoption Process

RECOMMENDED ACTION

The Committee will vote to adopt the final Path to Clean Air Charter.

BACKGROUND

The Charter is a document that will help the Community Steering Committee deliver and uphold effective and consistent governance. The California Air Resources Board Community Air Protection Blueprint recommends “the air district should work with the steering committee to establish a charter to clearly set out the committee process and structure.”

The Draft Path to Clean Air Community Steering Committee Charter (AGENDA: 4A – ATTACHMENT) is based on the Charter developed by the Community Design Team for the Community Air Monitoring Program, which was adopted in April 2019 and amended in May 2019. Committee members revised portions of the Charter at the July 19 Steering Committee meeting.

DISCUSSION

The Committee will continue to revise and adopt a charter to govern the Community Steering Committee through the development of the Community Emission Reduction Plan process.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Veronica Eady
Senior Deputy Executive Officer of Policy & Equity

Prepared by: Kevin Olp
Reviewed by: Veronica Eady

Attachment 4A: Path to Clean Air in the Richmond-North Richmond-San Pablo Area
Community Steering Committee Charter and Participation Agreement

**The Path to Clean Air in the Richmond-North Richmond-San Pablo Area
Community Steering Committee Charter and Participation Agreement**

Statement of Purpose

The ~~purpose~~ goal of The Path to Clean Air Community Steering Committee in the Richmond-San Pablo-North Richmond Area is to remedy persistent air pollution exposures and health risks and inequities associated with poor air quality for people ~~excessive local health risks~~ to people who live, work, and play in and around the Richmond-San Pablo-North Richmond study area. This goal objective will be accomplished by identifying community prioritized priorities and goals, and implementing strategies to reduce air pollution exposures in this study area.

Assembly Bill 617 (Garcia, C., Chapter 136, Statutes of 2017) is a State-mandated program that uses a community-based approach to reduce local air pollution in communities around the State that continue to experience disproportionate impacts from air pollution. The Richmond-North Richmond-San Pablo area's Path to Clean Air is the region's first effort under the AB 617 program to develop a Community Air Monitoring Plan (CAMP) to look for, identify, and understand areas of elevated air pollution exposure in Richmond, North Richmond, and San Pablo communities. The CAMP Community Steering Committee adopted the branding and name, "Path to Clean Air." With the completion of the Community Air Monitoring Plan the Path to Clean Air is beginning the next phase of the AB 617 Program, developing a Community Emissions and Exposure Reduction Plan (CERP). On March 3, 2021, the Air District Board of Directors voted to appoint a 31-community member Community Steering Committee to help guide the development of a Community Emissions Reduction Plan for the Richmond-North Richmond-San Pablo area.

1. Steering Committee Activities

Path to Clean Air Richmond-North Richmond-San Pablo Community Steering Committee members will participate in the development of the CERP and will act as liaisons for ~~between~~ the community and stakeholders ~~they represent~~ they represent, and policy makers by disseminating information, making decisions and providing input as appropriate. Steering Committee members will also receive regular updates on the implementation of the Community Air Monitoring Plan. The Richmond-North Richmond-San Pablo area CERP will need to be completed by February 2022 with plan implementation beginning in 2022. The CSC will be subject to the California Brown Act (California Government Code sections 54950, et seq.) and in conducting its meetings and deliberations, the CSC shall follow Robert's Rules of Order as nearly as possible.

2. Steering Committee Objectives

The Path to Clean Air Richmond-North Richmond-San Pablo Community Steering Committee will serve as outlined in the Statement of Purpose. The Steering Committee will develop a Community Emissions and Exposure Reduction Plan that identifies and develops strategies to address areas of elevated air pollution exposure in the Richmond-North Richmond-San Pablo area. The Steering Committee will disseminate information and consider input from the broader community. The goal is for the implementation of the CERP to begin in 2022. After the CERP has been developed, the Steering Committee Co-chairs may elect to change the meeting schedule as needed to best support and provide guidance on implementation and develop progress reports, with the consent of a majority of the CERP Steering Committee.

3. Membership

Community Steering Committee (CSC) members will represent people who live in the Richmond-North Richmond-San Pablo area and other interested stakeholders affiliated with various sectors. These sectors can include community-based organizations, youth organizations, non-profits, faith leaders, education, government, health, and business representatives from the Richmond-North Richmond-San Pablo area. The CSC shall be comprised of an odd number of members between 27 and 31, with a minimum of 70% of members residing within the initial study area, and with two non-voting members representing local businesses and industrial companies (not business associations).

4. Roles and Responsibilities

Community Steering Committee Members: Steering Committee members will be responsible for assisting Air District and Co-chairs in developing the Richmond-North Richmond-San Pablo CERP, in accordance with the California Air Resources Board's Community Air Protection Blueprint¹. They will identify the scope of issues to be considered; inform technical analyses to understand these issues; co-develop with the Bay Area Air Quality Management District strategies to solve the issues identified; and ensure continued accountability for CERP implementation.

Co-chairs: The voting members of the Community Steering Committee shall select two Co-chairs from among the CSC members, and the voting members of the CSC shall select a Board Liaison from among the CSC members who shall provide informational reports to the Board of Directors. The Co-chair team will be responsible for developing meeting agendas, and for leading Steering Committee meetings.

5. Standard Steering Committee Meeting Procedures

Deliberation and Consensus: Decision-making will not proceed without a quorum of voting members. Steering Committee members are expected to attend a minimum of thirteen (13) of the possible eighteen (18) Steering Committee meetings (in their entirety) throughout the course of the CERP development and implementation. Community

summits and town hall meetings may also be scheduled through the development of the plan and implementation, which members should also attend.

Steering Committee members may choose to recuse themselves from decisions at any time. Members **must** recuse themselves from decisions where there is a conflict of interest. The Political Reform Act requires that, “No public official at any level of state or local government shall make, participate in making or in any way attempt to use his official position to influence a governmental decision in which he knows or has reason to know he has a financial interest” (Government Code Section 87100 et seq). Steering Committee members who participate in this process are expected to sign the *Path to Clean Air in the Richmond-North Richmond-San Pablo Area Steering Committee Participation Agreement* (Page 6 of this Charter) which outlines the expected conduct of all Steering Committee members.

Open Meetings: The Community Steering Committee meetings must be open to the public, with materials publicly available in advance. Stakeholder input is welcome and encouraged.

Meeting Schedule and Agendas: Co-chairs and BAAQMD staff will develop meeting agenda. Individual Steering Committee members have the right to submit items for placement on the agenda.

Should the co-chairs or BAAQMD staff deny the member’s request, the denial and the reasons for the denial must be submitted in writing to the requesting member and the entire Steering Committee no later than 6 business days in advance of the meeting for which the item has been requested. Failure to do so will cause the request to be automatically on the agenda of the meeting requested.

Steering Committee agendas will be posted on the District's [website](#) at least 72 hours prior to the meeting. Meeting minutes will also be posted on the District’s website.

Ad-hoc Committees Members who wish to be further involved may choose to participate in ad-hoc committees.

6. Amendments

Amendments to this charter of the Steering Committee of the Path to Clean Air in the Richmond-San Pablo Area Partnership Agreement require approval by a quorum of voting members present.

7. Accessibility/Accommodation

The Steering Committee meetings and other outreach events associated with the committee must be held at transit accessible facilities that can accommodate members covered by the

Americans with Disabilities Act. Language interpretation services will be provided as needed with a minimum 6 business days in advance of the request.

8. Dissemination of Materials

All documents, materials, and correspondences, produced by or submitted to CERP, Steering Committee, Air District staff, or facilitators, will be considered public information records and subject to the California Public Records Act regulations and procedures for disclosure and transparency.

9. Website

BAAQMD website will be updated twice a month, in preparation for the next Steering Committee meeting (uploaded material for discussion) and after each Steering Committee meeting, to include meeting summaries, notes, and optimally meeting recordings.”

10. Participation Principles

The following are principles, goals, and expectations of conduct for Steering Committee members. Steering Committee members will work collectively and cooperatively with all stakeholders within the community—people who live in the study area, businesses and organizations, youth groups, schools, local, regional and State governments, health agencies and faith-based organizations—to ensure all represented parties are heard and can agree on an outcome that protects public health. This will include:

- a. **Providing strategic guidance, vision, and oversight**, such as:
 - Informing the development of the Richmond-North Richmond-San Pablo Area Community Emissions Reduction Plan
 - Tracking progress of the work using agreed-upon indicators at Steering Committee and subcommittee levels.
 - Using data to inform future development of emission and exposure reduction strategies.
 - Identifying effective goals to bring about reduced health risk in the Richmond-North Richmond-San Pablo Area study area.

- b. **Providing leadership and accountability** by:
 - Identifying obstacles to achieving the goal and developing solutions to overcome them.
 - Considering how my own organization or those in my network can align to the common goals and principles of the Steering Committee.
 - Serving as a vocal champion of the collective impact effort in the community.

- Working towards consensus while recognizing that not everyone will agree on every issue and to resolve conflicts in a positive, swift and constructive manner.

c. **Play an active role by:**

- Participating according to the Charter. Provision will be made for members to participate electronically.
- Reviewing materials prior to meetings and coming prepared for engaged discussion, active listening, and respectful dialogue.
- Committing to scheduled Steering Committee meetings and a few hours of preparation in between. Attending occasional community town hall meetings to share the work of the Steering Committee.

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Members of the Path to Clean Air Community Steering Committee

From: Veronica Eady
Senior Deputy Executive Officer of Policy & Equity

Date: August 16, 2021

Re: Path to Clean Air Community Organizing Grants and Community Mapping Project

RECOMMENDED ACTION

None; receive and file.

BACKGROUND

The California Air Resources Board Community Air Protection Blueprint underlines, “Most importantly, underpinning AB 617 is the understanding that community members must be active partners in envisioning, developing, and implementing actions to clean up the air in their communities.” Towards this end, the Air District awarded \$72,848 to six nonprofit organizations in the Richmond, North Richmond, and San Pablo area to organize and engage with community members to provide input to inform the development of strategies with the Steering Committee, that will reduce air pollution and protect public health especially in vulnerable communities. These grants are explicitly targeted at outreach to underrepresented groups in the area, to ensure they have a voice, and their concerns are incorporated into the problem identification and development of strategies and solutions.

The Air District has also developed an interactive mapping platform that will allow local community members to share their input and stories on a publicly available online map. Users will be able to identify local sources of air pollution, places where people gather – especially seniors, young people or community members with increased health risks, and community assets and strengths.

DISCUSSION

The Committee will learn about the grantees and receive a demo on the community mapping platform.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Veronica Eady
Senior Deputy Executive Officer of Policy & Equity

Prepared by: Karissa White
Reviewed by: Veronica Eady