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COMMUNITY

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**Community Emissions Reduction Plan (CERP)
Community Steering Committee Meeting #42**

March 24, 2025

Welcome

Nancy Aguirre, CSC Lead

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Agenda

TIME	TOPIC
5:30 PM	Welcome, Meeting Logistics, Agenda
5:40 PM	Approval of Meeting Minutes from February 24th, 2025 (Action Item)
5:45 PM	Recruitment Ad Hoc Committee Update
5:50 PM	Standing Committees Introduction
6:05 PM	Break
6:15 PM	Compliance and Enforcement - CERP Overview and Work
7:15 PM	Refinery Corridor Overview and Work
7:25 PM	Next Steps/Meeting Details
7:30 PM	Public Comment on Non-Agenda Item Matters and Meeting Close-Out

Tips for Participants for a Successful Hybrid Meeting and Meeting Agreements

Tips for Successful Hybrid Meeting

- **Minimize background noise** – avoid side conversations
- **Mute your microphone** until Facilitator calls your name
- **Raise your hand to speak** whether attending in-person or virtually
- **Say your name before speaking** whether attending in-person or virtually
- **Mindful Q&A** – 2-minute timer set for questions and AD Staff answers
- **Technology happens** – please be patient. If audio or video issues, please use raised hand function and/or write in the zoom chat

CSC Meeting Expectations

- **Be prepared** - Review materials beforehand: CSC meeting slide-deck & pre-read materials (if any)
- **Be engaged** – Encouraged to have camera on for virtual attendance and ask questions. We'll “popcorn” mic to allow quieter CSC members to have space
- **One mic, one voice** - Please be respectful and wait until called on.
- **Progressive Stack approach** – to ensure CSC processes always inclusive
- **Action items** – Once Public Comment concluded, one CSC member motions with 2nd motion required for a vote

March Meeting Goals

Goal 1	Approve the February 24th CSC Meeting Minutes.
Goal 2	The CSC will receive a recap from the Recruitment Ad Hoc on the recruitment process.
Goal 3	The CSC will be introduced to the Standing Committees, and a call for facilitators and volunteers for the Just Transition and Community Benefits Policy Standing Committees will be made.
Goal 4	The CSC will receive a presentation from the Compliance and Enforcement division on the CERP Overview and Work, and will hear the perspectives of CSC members.
Goal 5	The CSC will convene in a large group discussion to identify opportunities for community to further inform the C&E action implementation process.
Goal 6	The CSC will receive a presentation on the Refinery Corridor Overview and Work.

Where are We Today? - 2025 Agenda Planning Recap

April

Flaring

May

Legal
Approaches;
NOV Updates

June

CSC Workshop:
Community
Benefits

July

CSC Workshop: Just
Transition

August

Year 1 Reflection
and Year 2
Visioning

September

Finalize Year 1
Implementation
Plan

October

Finalize Year 2
Implementation
Plan

December

TBD

Note: 2025 agenda-planning results are draft – CSC members can provide input via email to all 3 Leads/chat offline

Approval of February 24th, 2025 Meeting Minutes

Nancy Aguirre, CSC Lead



Steering Committee Questions and Discussions

Nancy Aguirre, CSC Lead



Public Comment

Nancy Aguirre, CSC Lead



Recruitment Ad Hoc Committee Update

Dr. Niyi Omotoso, CSC Lead

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The logo consists of the text 'RICHMOND - NORTH RICHMOND - SAN PABLO COMMUNITY' in blue, 'PATH TO' in brown soil texture, and 'CLEAN AIR' in blue sky with clouds texture.

Recruitment Ad Hoc Committee Update

- Met on 3/11 to debrief process and find opportunities for improvement
- Ad Hoc accomplished “Plan of Action” goals:
 - Recruited 10 CSC members (9 voting and 1 non-voting/government representatives)
 - Improved equitable representation of our community and increased capacity for implementation phase
- Huge Thank You and Gratitude to the Recruitment Ad Hoc!
- Ad Hoc has officially sunset

Steering Committee Questions and Discussions

Nancy Aguirre, CSC Lead



Public Comment

Nancy Aguirre, CSC Lead



Standing Committees Introduction

Nancy Aguirre, CSC Lead



Standing Committee Overview

[PTCA Charter Agreement](#)

“CSC members who volunteer as standing committee, ad hoc, or potential working group facilitators will be responsible for assisting Air District and the Leads in implementing the Richmond-North Richmond-San Pablo CERP.”

- A standing committee would be formed for matters requiring an extended scope and duration.
- The CSC has capacity for two simultaneous Standing Committees with Air District staff support.
- All voting and non-voting CSC members are required to join at least one standing committee or ad hoc throughout the year.
- CSC Volunteers are expected to actively participate and attend meetings consistently.

Standing Committee Facilitator Role and Duties

1. Present a plan of action to the Leads that identifies the purpose, goals, and key strategies of their standing committee.
2. Collaborate with the Leads and Air District staff to resolve issues and assess progress toward CERP implementation.
3. Co-develop agendas, facilitate meetings, make and submit regular progress reports to leads, recruit members and create pathways for them to move the work of the CSC.
4. Facilitators are expected to commit 4-6 hours of service per month.

Special Note: CSC Members may only volunteer as a facilitator for 1 standing committee at a time.

Just Transition Standing Committee

Strategy 1. Move Towards a Just Transition

This Strategy lays foundational steps towards a Just Transition, including educating the PTCA CSC and Air District on how Just Transition would apply to the Zero Emission Future and a managed phase-down of fossil fuels in the PTCA area.



Just Transition Standing Committee

Preamble

“At its core, a Just Transition is a deeply democratic process that shifts away from the fossil fuel industry to just, clean, renewable energy. It interweaves the needs of industry workers and frontline communities who have been most harmed by the polluters. It does this through vision planning and strategically building economic and political power to create a more equitable, sustainable, and just community.”

Resources and References

- [Path to Clean Air Plan](#)
 - *Preamble: Page 95*
 - *Strategy: Page 95-97*
 - *Proposed Committees: Page 151*
- [Plan of Action](#)
 - July PTCA CSC Meeting



Just Transition Standing Committee

CSC Member Volunteer Request

- Identify CSC Member volunteers for facilitation (up to 2)
- Identify CSC Member volunteers for support



Community Benefits Policy Standing Committee

The Community Benefits Policy Standing Committee (CBPSC) will work with the Air District to provide input regarding the community benefit initiatives for the PTCA area. The CBPSC will work to provide input on criteria for community benefit initiatives, that are tied to air quality and climate protection, incorporate Just Transition principles, and have community driven mechanisms to include community voice.



The Chevron Refinery, a petroleum refinery, can be seen from Point Richmond on Jan. 13, 2022. (Beth LaBerge/KQED)

Resources and References

- [Path to Clean Air Plan](#)
 - *Proposed Committees: Page 151-152*
 - *Action: Page 101*
- [Authorization of Fiscal Year Ending 2025 Mid-Year Budget and Staffing Adjustments Presentation](#)
- [Plan of Action](#)
 - June PTCA CSC Meeting

Community Benefits Policy Standing Committee

CSC Member Volunteer Request

- Identify CSC Member volunteers for facilitation (up to 2)
- Identify CSC Member volunteers for support



Steering Committee Questions and Discussions

Nancy Aguirre, CSC Lead



Public Comment

Nancy Aguirre, CSC Lead



Break (10 minutes)

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Compliance & Enforcement Overview and Related CERP Actions

Nancy Aguirre, CSC Lead

Joseph Palmer, Principal Air Quality Specialist, Air District

Grace Leung, Air Quality Specialist, Air District



Presentation Overview

- Compliance and Enforcement (C&E) Overview
 - C&E Programs
- Related CERP Actions
 - Status Updates
 - Options for Community Input
- Perspectives from CSC Members
- Large Group Discussion
 - Opportunities for community to further inform the C&E action implementation process

Compliance & Enforcement Overview

COMPLIANCE

Ensure compliance with applicable air quality regulations & permit conditions

- Inspections
- Investigations

ENFORCEMENT

Take enforcement action

- Notices of Violation
- Notices to Comply



Compliance & Enforcement Programs

Compliance
Verification
Inspections

Routine Inspections
(Planned)

Audits &
Investigations

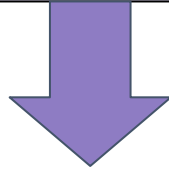
Non-routine Inspections (Responsive)

Air Quality
Complaints

Inspection Types

Routine Inspections (Planned)

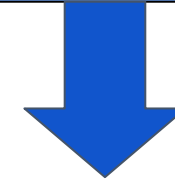
Compliance verification inspections of permitted sources



A **routine inspection** typically includes the following activities:

- Review of Air District permit and regulations that apply
- Onsite inspection of equipment, operations, abatement, and controls, including general housekeeping
- Records review (e.g., usage/throughput logs, emissions testing, monitoring, maintenance, etc.)
- Documenting inspection findings in a compliance report (determination of compliance or Notice of Violation)

Non-routine Inspections (Responsive)



- Asbestos inspections
- Title V deviations
- Reportable compliance activities
- Air quality complaints
- Air quality incidents

Routine Inspections



- Check compliance
 - Emissions
 - Odors
 - Process upsets
 - Equipment malfunction
 - Records
- Reviewing records of
 - Reportable Compliance Activities (RCAs)
 - Flaring events
 - Title V deviations
- Document violations
 - Verify corrective actions

Audits & Investigations

Audits &
Investigations



- Comprehensive investigations and audits
- Review plant operations, sources
- Review abatement and monitoring equipment
- Verify emissions and compliance
- Participate in Hearing Board activities
- Coordinate with other agencies

Air Quality Complaints



[Complaint Program Informational Videos](#)

- Air quality complaints made online/by phone
 - 1-800-334-ODOR
 - Can report 24/7
 - May be anonymous
 - 150+ languages available for interpretation
- Inspectors investigate
 - Trace & identify source of concern
 - Document compliance
 - Coordinate with other regulatory agencies when applicable
- Transparency Improvement
 - Community-accessible Complaint Data Tool
 - Proposing public access to prior complaints
 - Proposing to make available on website


Incident Response

Incident
Response



- On-call staff available 24/7 for major incidents
 - *Inspectors are not first responders*
- Respond and investigate complaints
- Document community impact
- Provide resources and support to other agencies
- Start incident investigation
- Take enforcement action, when applicable

Enforcement

 **BAY AREA AIR QUALITY MANAGEMENT DISTRICT**
375 Beale Street, Suite 600, San Francisco, CA 94105
(415) 749-5000

NOTICE OF VIOLATION No. **A**

ISSUED TO: _____ P G N#
ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____
PHONE: () _____
 N# Mailing Address on F61

OCCURRENCE
NAME: _____
ADDRESS: _____ Same As Above
CITY: _____ ZIP: _____
SOURCE: S# _____ NAME: _____
EMISSION PT: P# _____ NAME: _____
DATE: _____ TIME: _____ HRS

REG 2 RULE 1 SEC 301 No Authority to Construct
 REG 2 RULE 1 SEC 302 No Permit to Operate
 REG 1 SEC 301 H & S CODE - 41700 Public Nuisance
 REG 2 RULE SEC 307 Failure to Meet Permit Condition
 REG 5 SEC 301 Prohibited Open Burning
 REG 6 RULE 1 SEC 301 Excessive Visible Emissions

REG _____ RULE _____ SECTION _____ CODE _____
REG _____ RULE _____ SECTION _____ CODE _____

Details: _____

RECIPIENT NAME: _____
TITLE: _____

SIGNING THIS NOTICE IS NOT AN ADMISSION OF GUILT _____

→ WITHIN 10 DAYS, RETURN A COPY OF THIS NOTICE WITH A WRITTEN DESCRIPTION OF THE IMMEDIATE CORRECTIVE ACTION YOU HAVE TAKEN TO PREVENT CONTINUED OR RECURRENT VIOLATION. **THIS VIOLATION IS SUBJECT TO SUBSTANTIAL PENALTY.** YOUR RESPONSE DOES NOT PRECLUDE FURTHER LEGAL ACTION.

ISSUED BY: _____ INSP # _____
DATE: _____ TIME: _____ HRS MAILED

PLEASE PRESS HARD

Continued On Reverse

Document Violations

- Notice of Violation (NOV)
 - Emissions
 - Recordkeeping
 - Public Nuisance
- Notice to Comply (NTC)

Assist Legal Division

- Develop enforcement case
- Comment on compliance strategies
- Abatement Order
- Variance Hearing
- Court Injunction

Related CERP Actions



Related CERP Actions

PTCA Action	Description
FR 3.1	Standardized Chevron Inspection Protocol
FR 3.2	Increase Inspections at Chevron and Chemtrade
FR 3.3	Engage w/ Operators and Safety Representatives
C&E 1.1	Expand Complaint and Whistleblower Reporting
C&E 1.2	Targeted Inspections
C&E 1.3	Update CSC regularly, with respect to compliance status of facilities of community concern
C&I 4	Better address community concerns and impacts from large facilities

Related CERP Actions

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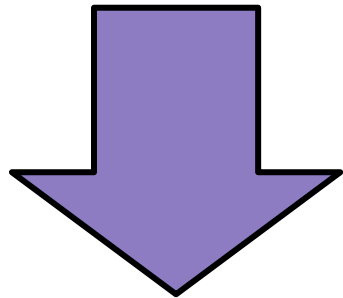
C&E 1.2 - Targeted Inspections

Conduct targeted investigations of facilities of community concern (i.e., facilities identified and prioritized using community knowledge and experiences and C&E data).

- New Targeted Inspection Program
 - Use data to target routine inspections at higher risk facilities
 - Aligns with FR 3.2 - Increase inspections at Chevron and Chemtrade, as well as elements of FR 3.1 - Air District will develop and implement a standardized Chevron inspection protocol in partnership with the CSC
 - Focus resources in Overburdened Communities (including PTCA)
- Implementation
 - Aligns with the Air District Strategic Plan
 - [Presented at 3/12/25 Community Equity Health and Justice Committee](#)
 - **Fall/Winter 2025** - Release draft policy for community review and input

C&E 1.2 - Use Data to Target Routine Inspections

**Primary Focus of
Targeted Inspection Program**



Routine Inspections (Planned)

Compliance verification inspections of permitted sources

**Non-routine Inspections
(Responsive)**

C&E 1.2 - Focus Resources in Overburdened Communities



Notice of Violation (NOV) Data

- Identify sites/facilities with recurring violations
- Identify recurring non-compliance issues at the same sources/operations
- Prioritize additional inspections/investigations

Air Quality Complaint Data

- Identify hotspots, patterns and recurrences of emissions
- Prioritize area patrols and inspections

Collaborative Identification

- Enhance internal collaboration and align priorities across divisions
- Coordinate with external partners and local regulators

Community Engagement and Partnership

- Utilize community knowledge and understanding of local air quality issues to target compliance concerns

CERP Actions

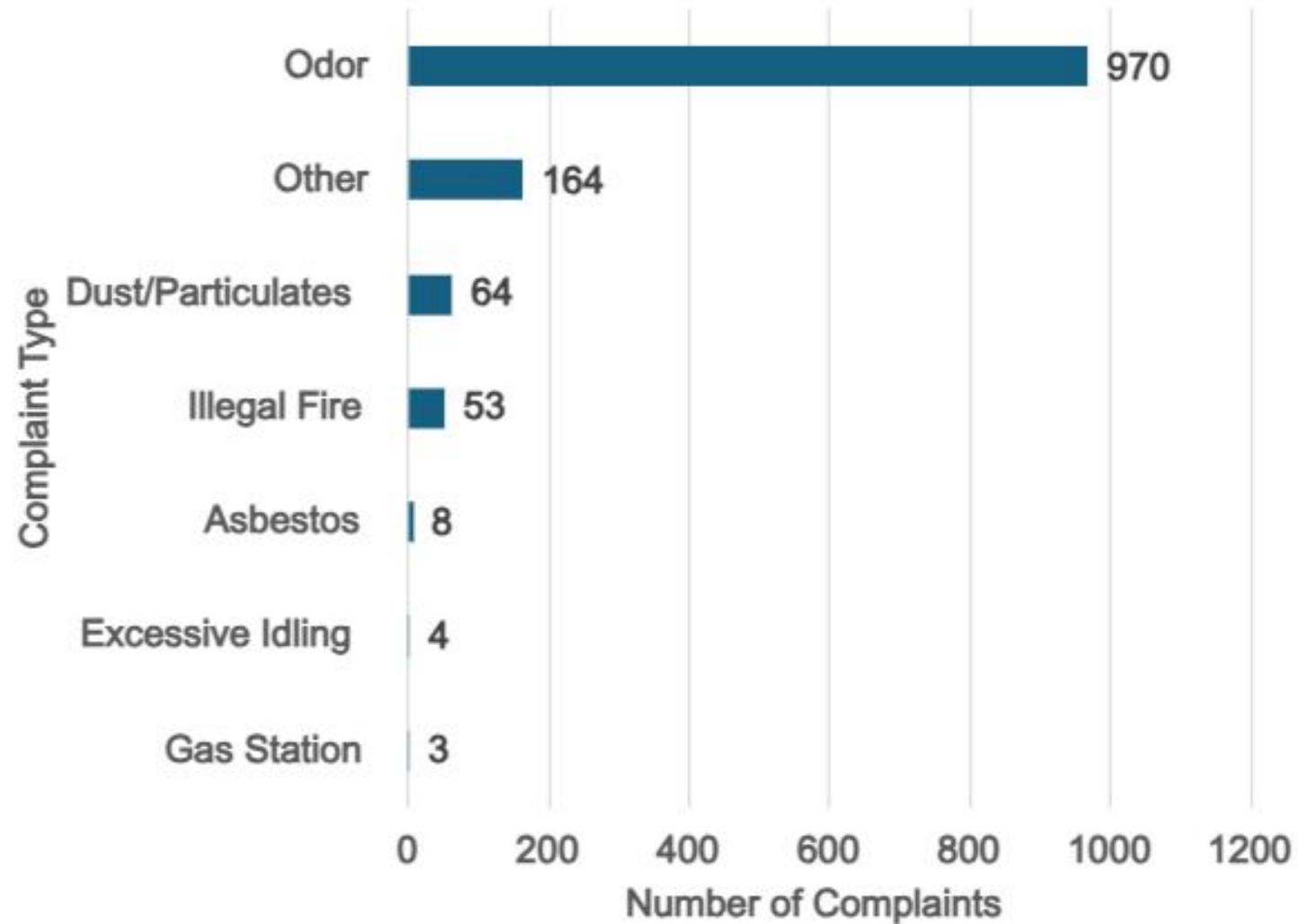
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C&E 1.3 - Reporting

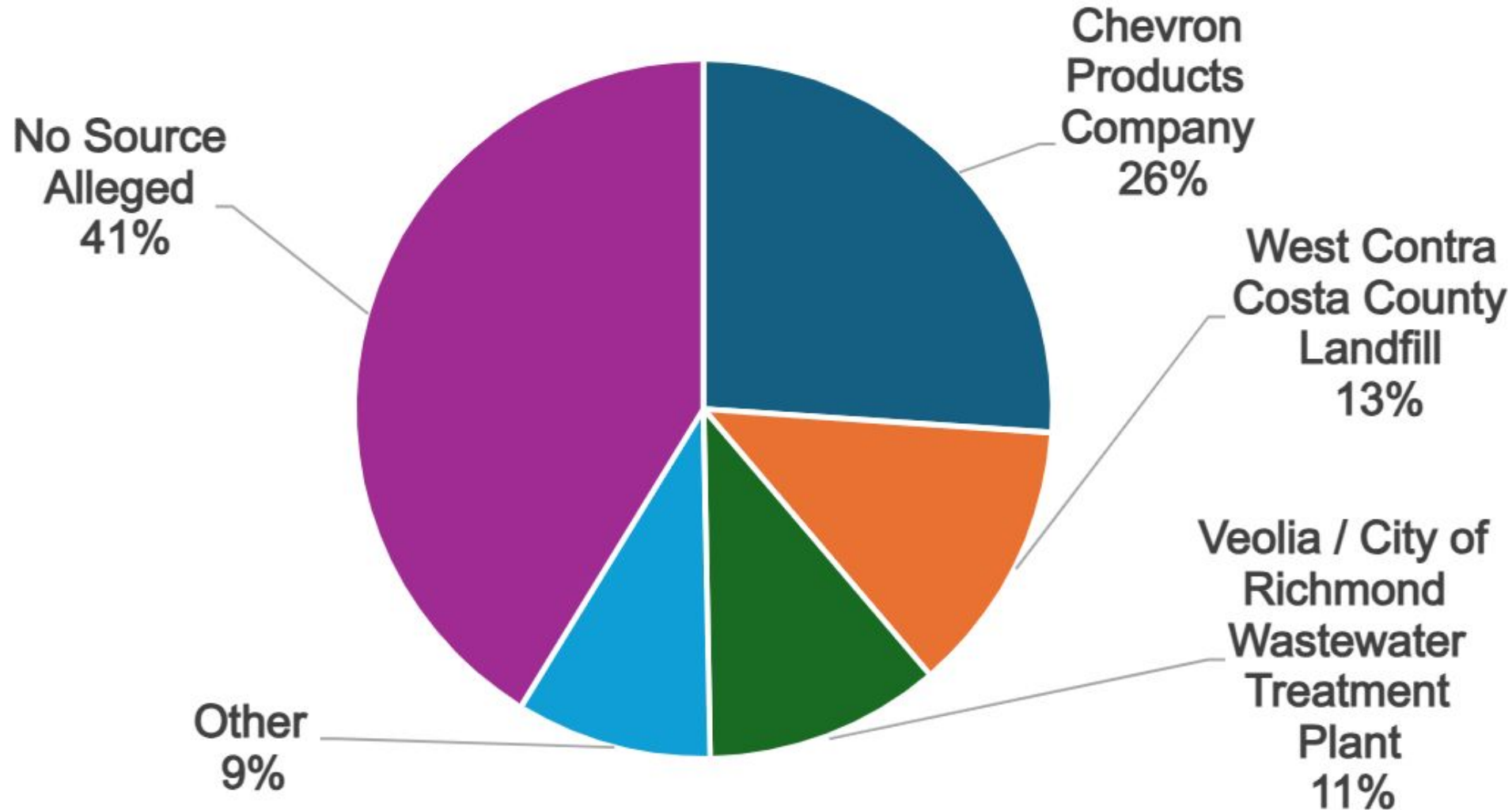
Update CSC regularly with respect to compliance status of facilities identified as a result of community concerns or those with issues that impact health, safety, and quality of life.

- Air Quality violation information available online - [NOV Tool](#)
- Readily available inspection data types on the following slides

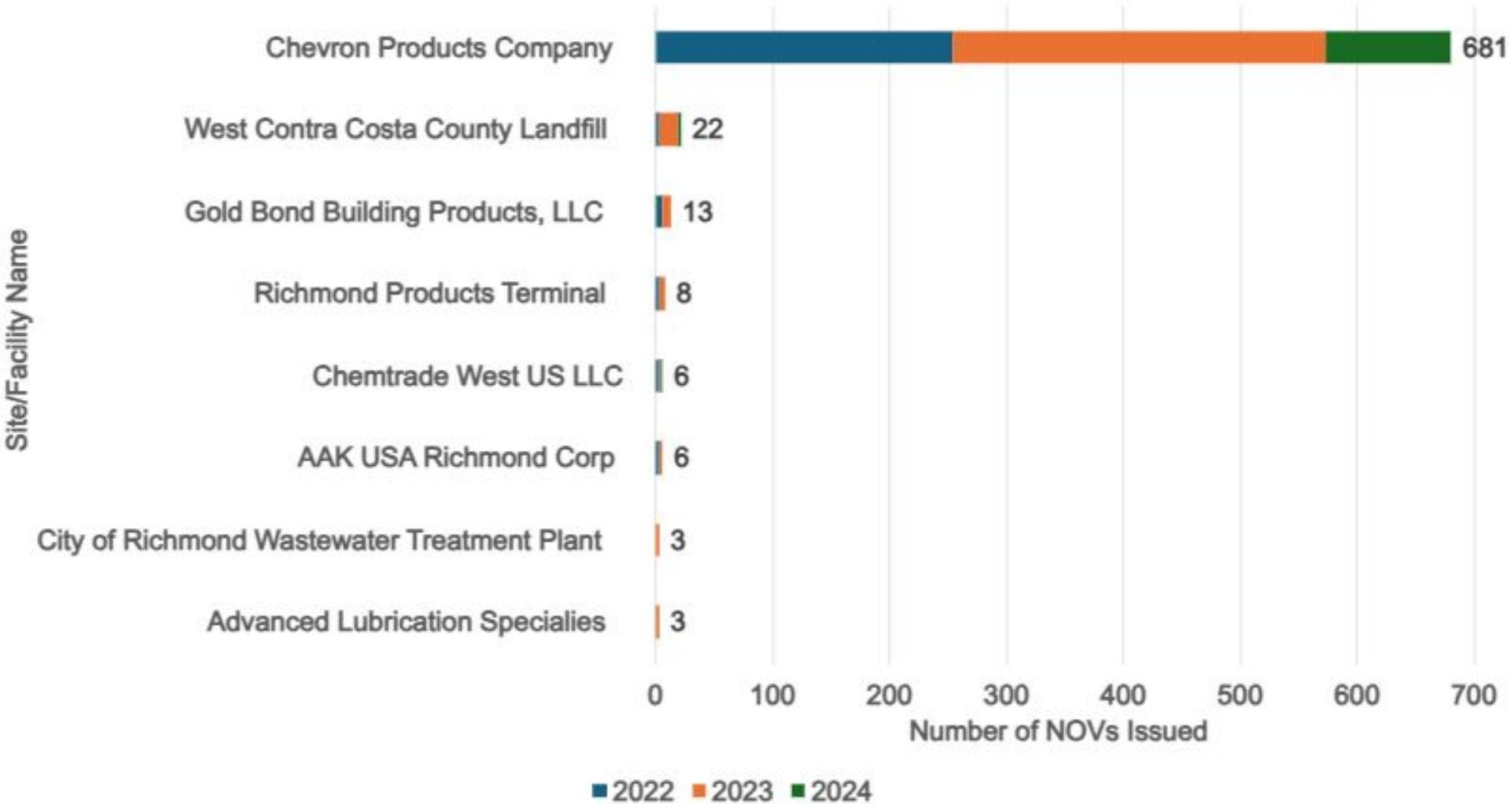
C&E 1.3 - PTCA Complaint Type (2022 - 2024)



C&E 1.3 - Alleged Source of Complaint (2022-2024)



C&E 1.3 - Facilities with 3+ NOVs (2022 - 2024)



Compliance & Enforcement Q&A (5 min)

Perspectives from CSC Members



CSC Member Perspectives

1. BK White (City of Richmond - Mayor's Office)
2. Hakim Johnson (Chevron)

Large Group Discussion

Nancy Aguirre, CSC Lead

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Large Group Discussion Instructions

The CSC will as a group discuss and identify opportunities for community to further inform the C&E CERP action implementation process (23 min)

- Initial ideas for future engagement opportunities:
 - Identifying partners to collaborate with on compliance and enforcement
 - Attending and commenting during Air District Board of Directors Stationary Source Committee presentations
 - Requesting private meetings on specific actions
 - Ground-truthing of data, e.g. for flaring
- Summary report out (2 min)

Public Comment

Nancy Aguirre, CSC Lead



Refinery Corridor Overview and Work

Nancy Aguirre, CSC Lead

Brian Butler, Senior Air Quality Engineer, Air District

BK White, Public Policy Director, Mayor's Office, CSC Member

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Refinery Corridor Updates

Brian Butler - Senior Air Quality Engineer, Environmental Justice Division, Bay Area Air District

- Background on Refinery Corridor work and connection with PTCA strategies and actions

BK White - Public Policy Director, City of Richmond - Mayor's Office

- Perspectives on participation in refinery corridor meetings and discussions

Refinery Communities Bimonthly Meetings

Where communities impacted by refineries connect with the Air District to tackle emissions, compliance, and transparency head-on.



Purpose and Structure

Dedicated Forum	Bimonthly Cadence	Diverse Participants
<ul style="list-style-type: none">• Structured space for refinery-impacted communities to engage with the Air District• Address concerns about emissions and transparency• These forums create a consistent channel for community voices to be heard and ensure their priorities are reflected in regulatory decisions and enforcement actions	<ul style="list-style-type: none">• Meetings occur every two months, regular opportunities for dialogue and updates• Consistent schedule allows for timely information sharing, progress tracking on action items, and maintains momentum while respecting community members' time constraints	<ul style="list-style-type: none">• Brings together CBOs, environmental justice groups, regulatory agencies, and technical experts• This inclusive approach ensures a balanced representation of interests, diverse perspectives, and comprehensive expertise to tackle complex refinery-related issues from all angles while centering community experiences

Past Meeting Highlights

July 24, 2024

Discussed fenceline monitoring, air monitoring site expansion, incident response, and new refinery air monitoring rules. Participants raised concerns about monitoring accuracy and transparency.

September 16, 2024

Addressed the Air District Complaint Program, investigation processes, and complaint trends. Staff committed to improving response times and community engagement in complaint tracking.

December 3, 2024

Reviewed refinery penalty funds and community investments. Participants called for direct community input in investment decisions.

February 18, 2025

Focused on Martinez Refinery Fire, Air District response, and air quality information. Participants expressed concerns over accountability and response time.

CSC Member Perspective

BK White - Public Policy Director, City of Richmond - Mayor's Office

- Perspectives on participation in refinery corridor meetings and discussions

Steering Committee Questions and Discussions

Nancy Aguirre, CSC Lead



Public Comment

Nancy Aguirre, CSC Lead



Next Meeting Details

Nancy Aguirre, CSC Lead

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Next Meeting Details

- **April 28th, 2025**
 - Time: 5:30 - 7:30 PM
 - On-site Location: Richmond HQE
 - 4114 Lakeside Dr., Richmond CA 94806
 - Online: Zoom (link provided in the coming weeks)

Public Comment on Non-Agenda Matters

Nancy Aguirre, CSC Lead

