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**Community Emissions Reduction Plan (CERP)
Community Steering Committee Meeting #49**

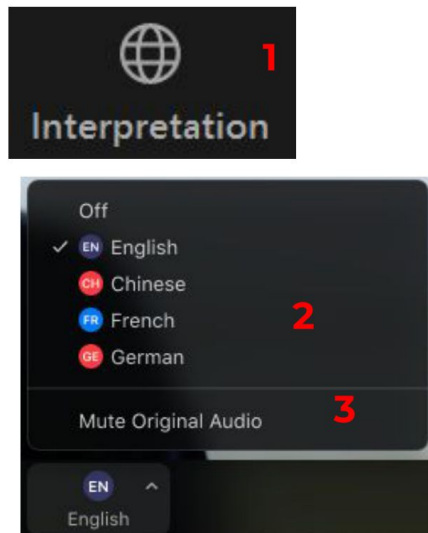
October 27, 2025

ZOOM Interpretation Instructions

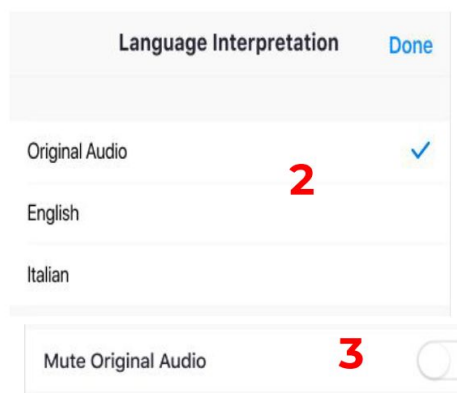
ENGLISH

1. In your meeting/webinar controls, click **Interpretation**.
2. Select the language that you would like to hear: **English**.
3. Closed caption: please turn on if you need it.

Windows | macOS



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ESPAÑOL

1. En los controles de la reunión o el seminario web, haga clic en **Interpretación**.
2. Haga clic en el idioma que desee escuchar: **Español** (Spanish).
3. (Opcional) Para escuchar solo el idioma interpretado, haga clic en Silenciar audio original

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 August 25th, 2025 (Action Item)
5:45 PM	CSC Liaisons Report-Out
6:00 PM	Year 2 Implementation Planning: Align on Definitions of CSC Engagement Levels
6:15 PM	Year 2 Implementation Planning: Align on Priority Actions
7:05 PM	Break
7:15 PM	Year 2 Implementation Planning: Discuss Proposed Implementation Framework and Structure
7:50 PM	Next Steps/Admin Items Preview/Meeting Details
8:00 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 are always inclusive
- **Action items** – Once Public Comment concludes, one CSC member motions with 2nd motion required for a vote

Meeting Goals

Goal 1	Approve the September 22nd, 2025 CSC Meeting Minutes.
Goal 2	The CSC will receive a report out from the Refinery Communities Bimonthly Meeting Group (RCBM), Refinery Technical Working Group (RTWG), Rule 11-18 CSC Liaisons, and Legal Enforcement Working Group.
Goal 3	The CSC will discuss and align on engagement level definitions and priority actions for Year 2 implementation.
Goal 4	The CSC will receive a presentation on the proposed implementation framework for Year 2 and participate in small breakout group discussions.

Where are We Today? - 2025 Agenda Planning Recap

April

Flaring
Just Transition
PoA

May

Community
Benefits PoA
Legal
Strategies/Actions

June

Community
Investments Office
Presentation
CBSC Presentation

July

*CSC Workshop: Just
Transition*

August

Year 1 Reflection
Targeted Inspection
Program Update

September

Finalize Year 1
Annual Report

October

Discuss Year 2
Implementation

December

Draft JT Vision Plan
Finalize Year 2
Implementation

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

Approval of September 22nd, 2025 Meeting Minutes

Nancy Aguirre, CSC Lead



Steering Committee Questions and Discussions

Nancy Aguirre, CSC Lead



Public Comment

Nancy Aguirre, CSC Lead

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CSC Liaisons Report-out

Nancy Aguirre, CSC Lead



Refinery Communities Bimonthly Meetings Group (RCBM)



October RCBM Liaisons Report Out

Liaisons: Lizbeth Ibarra, BK White

Last RCBM Meeting: October 21, 2025

Updates

- Liaisons presented at the last RCBM covering:
 - Year 1 implementation progress
 - Year 1 Annual Report
 - Group Q&A and discussion

Upcoming RCBM Meeting: TBD

Refinery Technical Working Group (RTWG)



October RTWG Liaisons Report Out

Liaisons: Jeff Kilbreth, Kerry Guerin

Last RTWG Meeting: August 27, 2025

Updates

- Next meeting will focus on improvements to refinery fenceline air monitoring (Rule 12-15)
 - Note: Relevant to PTCA Action FR 3.13: Improve refinery fenceline and community air monitoring programs
- Agendas and materials for each meeting are posted in advance on [RTWG webpage](#)
 - Public can watch online (live or via recording)

Upcoming RTWG Meeting: October 29, 2025 from 5:30PM - 7:30PM

Rule 11-18

October Rule 11-18 Liaisons Report Out

Liaisons: Lizbeth Ibarra, BK White

Last Rule 11-18 Meeting: September 25, 2025 - Liaisons w/ Staff

Updates

- Implementing elements of the [Rule 11-18 Engagement Recommendations](#)
- Draft rule package has been released for Rule 11-18: Risk Reduction of Air Toxics
- Liaisons participated in the Rule 11-18 Amendments workshop on 10/2

Upcoming Rule 11-18 Meeting: TBD

Legal Enforcement Working Group



October Legal Liaisons Report Out

Liaison: Shaun Cotten

First Legal Meeting: October 22, 2025

Purpose and Approach

- Establish a Legal Enforcement Working Group to support development of enforcement-related materials aligned with PTCA and the Air District's Strategic Plan

Updates

- The next meeting agenda will include:
 - Introductions
 - Work Plan Overview
 - Meeting Schedule and Logistics
 - Anticipated Outcomes and Deliverables

Upcoming Legal Meeting: November 12, 2025

Steering Committee Questions and Discussions

Nancy Aguirre, CSC Lead



Public Comment

Nancy Aguirre, CSC Lead

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Year 2 Implementation Planning: Align on Definitions of CSC Engagement Levels

Nancy Aguirre, CSC Lead



Recap of CSC Level of Engagement

CSC Participation	Informed	Consulted	Involved	**Collaborated With (recently added as part of CSC feedback)
Framework	The Air District will keep the CSC informed.	The Air District will keep the CSC informed, listen to and acknowledge the concerns of the CSC and the community, and provide feedback on how the CSC input influenced the decision.	With the support of the Air District, the CSC will work directly with the community throughout the process to ensure that community concerns and input are consistently understood and considered.	Air District will partner with the CSC in each aspect of the decision including the development of alternatives and the identification of the preferred solution.
Action Plan	The Air District will email us 15 days before an event or as soon as they become aware of any event, workshop, and/or public meeting that will impact our CERP.	The Air District will inform, present, and have a Q&A, take back CSC feedback regarding CERP strategies/actions, and share how our CSC's feedback was incorporated.	Two CSC members will work with Air District staff throughout the process of implementing a strategy/action and bring back to the CSC how the CSC's voice/concerns impacted the implementation outcome.	CSC leads collaboration with Air District utilizing Standing Committees or Ad Hoc.
CSC Participation	CSC Members can join this meeting to make public comments, give feedback, or engage in ways that help move the CERP plan forward.	CSC members will actively give feedback, ask questions, and engage the community to join CSC Monthly Meetings or other Air District Meetings related to the actions.	Two CSC members will serve as representatives at workshops, meetings, town halls, or public meetings and report back during CSC meetings.	CSC members participate in and lead Standing Committees or Ad Hoc.

Steering Committee Large Group Discussion

Nancy Aguirre, CSC Lead



Large Group Discussion Activity (10 min)

Discussion Question:

- Do the CSC definitions for the levels of engagement provide enough clarity?

Public Comment

Nancy Aguirre, CSC Lead

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Year 2 Implementation Planning: Align on Priority Actions

Mausam Jamwal, Planning and Climate Protection Division, Air District



Align on Year 2 Priority Actions

Outline:

1. Briefly go over Year 1 Priority Actions
2. Use Keep, Improve, Start, Stop (KISS) Framework to answer the following questions:
 - a. Is the current level of engagement (inform, consult, involve, collaborate) still appropriate for each Year 1 priority action?
 - b. Do the Year 1 priority actions still reflect CSC priorities and capacity?
 - c. Are there new actions to Start as CSC priority in Year 2?

Reviewing Year 1 Priority Actions - Inform

Action

C&I 4.4: West Contra Costa County Landfill

- Implement Rule 11-18 for the landfill
- Track success of C&I actions in addressing dust issues, compliance, and other community concerns



Update

- Air District Legal staff discussed the landfill in May 2025 as part of the Annual report out (FR 3.7).
- The Air District is working on Rule 11-18 implementation - facility updates will be shared via Rule 11-18 CSC Liaisons as they become available (FR 4.4).

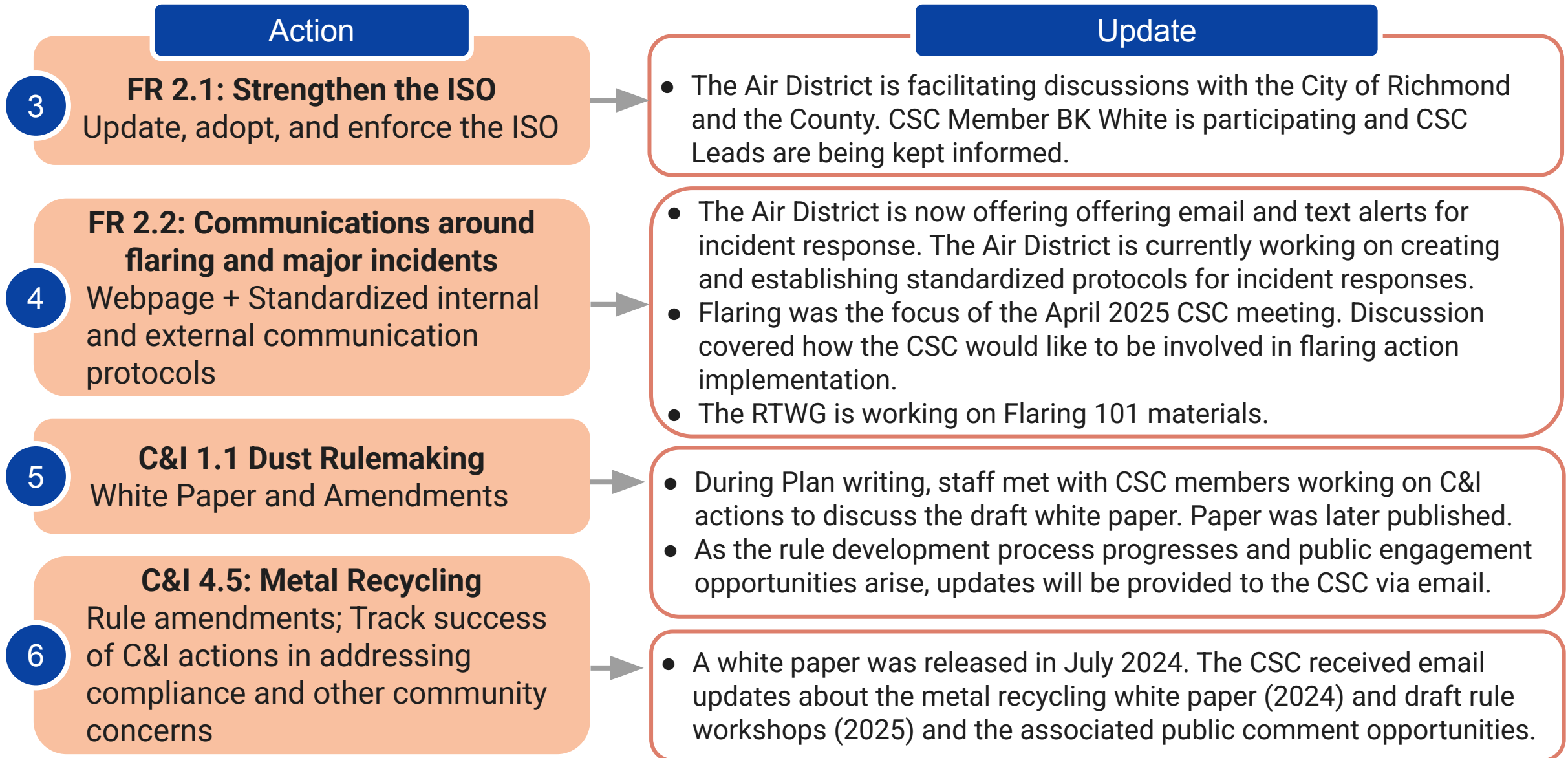
FR 3.5: Expedite Fuel Refining NOVs

- Air District will resolve all outstanding Notices of Violation (NOVs)
- Continue to prioritize Chevron when resolving backlog

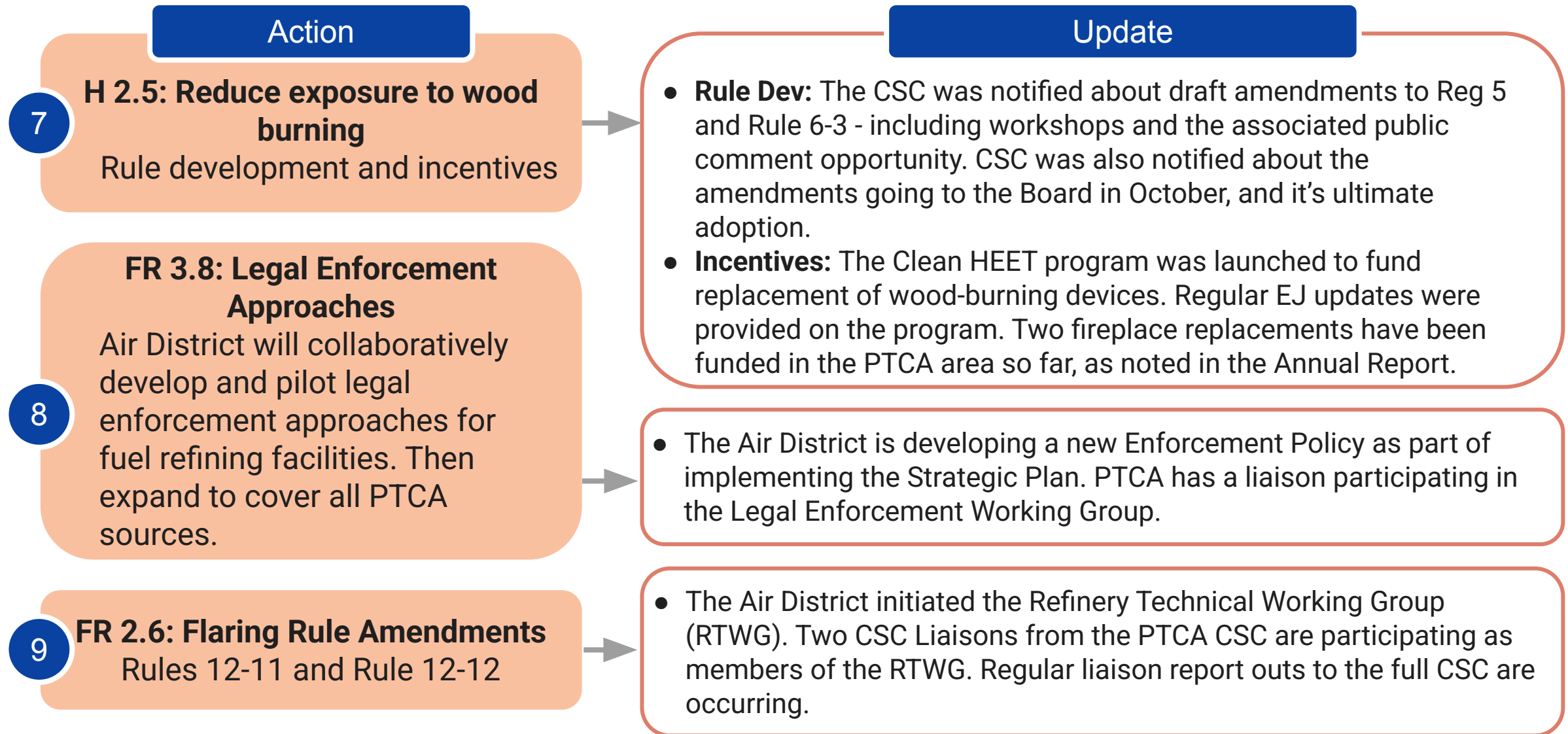


- The 2024 Rule 6-5 settlement agreement resolved the backlog of NOVs for Chevron, achieving the initial intent. This is now in a state of maintenance (Ongoing).
- The CSC receives Quarterly and Annual Updates about penalties assessed (FR 3.7) and has a PTCA liaison participating on the Legal Enforcement Working Group (advancing FR 3.8).

Reviewing Year 1 Priority Actions - Consult



Reviewing Year 1 Priority Actions - Consult (cont.)



Reviewing Year 1 Priority Actions - Consult (cont.)

Action

10

R 1.2: Annual Implementation Plan

Co-develop and implement an annual Implementation Plan

Update

- The CSC selected Year 1 Action priorities in late 2024 and early 2025. The PTCA Year 1 Implementation Plan was finalized in October 2024.
- Annual reporting will occur on a recurring basis in October starting in 2025.
- Implementation Planning is ongoing as well, in close collaboration with the CSC

11

M&R 4.1: Regulate Emissions Reductions from Cargo Handling Equipment (CHE)

- CARB is beginning the rulemaking process for amendments to the Cargo Handling Equipment (CHE) rule. No formal documents or outreach has occurred yet. CARB is participating in site visits with CHE experts to begin the rulemaking process. The Air District is tracking CARB's CHE amendments process. The CSC will be informed of any updates as they occur.

Reviewing Year 1 Priority Actions - Involve

Action

12

FR 4.1: Amend Rule 11-18
improve stringency, efficiency,
transparency, and public
engagement

Update

- In 2024, the CSC identified liaisons to support CSC involvement regarding Rule 11-18. In 2025, Rule 11-18 and risk reduction were a top priority for CSC meeting agendas.
- Following in depth discussions in Jan/Feb 2025, Engagement Recommendations were developed to support CSC engagement objectives.
- Draft rule amendments for Rule 11-18 were published in Aug 2025. PTCA liaisons are working with staff to ensure PTCA interests are represented in the Rule 11-18 amendment process.

13

**FR 5.1: Implement Rule 6-5:
Particulate Emissions from
Petroleum Refinery Fluidized
Catalytic Cracking Units**
- resolve litigation + implement
on time

- The Air District secured a decisive victory with respect to the litigation with Chevron. FR 5.1 is now in progress via the finalized [Rule 6-5 Settlement Agreement](#).
- The settlement agreement covers rule implementation, penalties and penalty funds, and flaring measures.
 - The CSC was engaged via presentations on penalty funds, as well as flaring measures, at several CSC meetings during 2024 and 2025.
- Staff will keep the CSC informed of any progress updates as they become available

Reviewing Year 1 Priority Actions - Collaborate

Action

14

FR 1.1: Educate the CSC and Air District on Just Transition

13

FR 1.2: Incorporate Just Transition Principles and Criteria in PTCA Plan

16

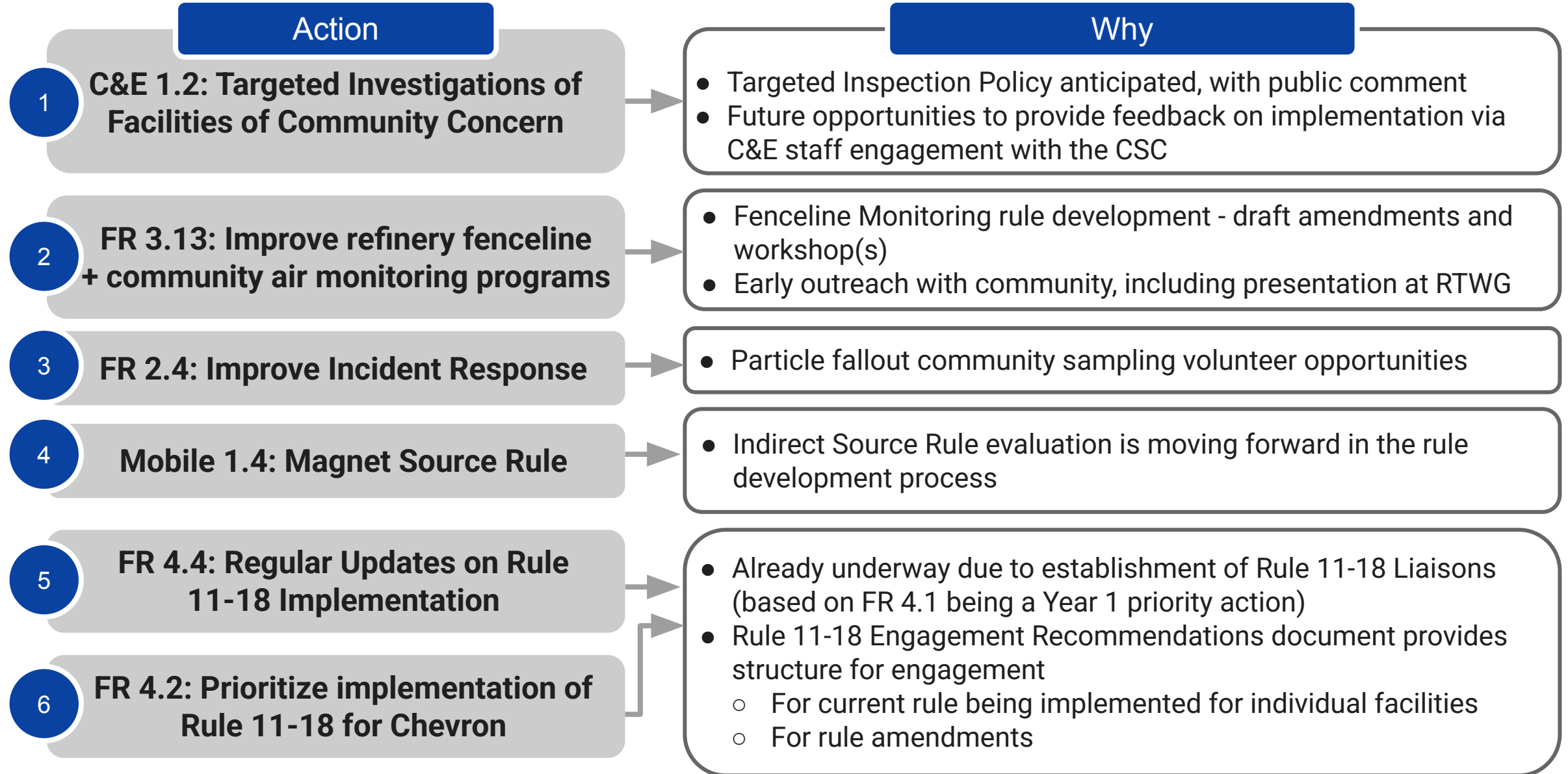
FR 3.9: Community Benefits Policy

Update

- In Spring 2025, a Just Transition Standing Committee (JTSC) was convened. The CSC formed the JTSC and approved a Plan of Action in accordance with the Year 1 Implementation Plan.
- In July 2025, the JTSC hosted a successful educational workshop. At the workshop, a list of Just Transition Principles drafted by the JTSC was discussed in order to collect feedback from the community.

- In May 2024, the Air District Board of Directors approved a policy to allocate money to a community benefits fund via an 80% local to 20% regionwide split.
- The Community Benefits Standing Committee (CBSC) was created at the March 2025 PTCA CSC Meeting. On May 19, 2025, the CBSC Plan of Action was approved by the CSC. The CBSC has met 6 times.
- The June 2025 CSC meeting included a presentation on the Air District's Community Investments Office, including a timeline of funding community benefits from penalty funds.

Other Actions to Consider as CSC Priority for Year 2



Steering Committee Large Group Discussion

Mausam Jamwal, Planning and Climate Protection Division, Air District



KISS Method: Keep, Improve, Start, Stop

- Goal: Answer the following questions:
 - Is the current level of engagement (inform, consult, involve, collaborate) still appropriate for each Year 1 priority action?
 - Do the Year 1 priority actions still reflect CSC priorities and capacity?
 - Are there new actions to Start as CSC priority in Year 2?
- We will use the KISS method to facilitate CSC discussion of these questions

KEEP

- Keep on priority list
- Keep at same engagement level

IMPROVE

- Keep on priority list
- Update engagement level

START

- Add to priority list
- Select engagement level

STOP

- Remove from list
- Continue to stay informed (on an ad hoc basis)

Public Comment

Nancy Aguirre, CSC Lead

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Break (10 minutes)

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Year 2 Implementation Planning: Discuss Proposed Implementation Framework and Structure

Mausam Jamwal, Planning and Climate Protection Division, Air District



August Rose-Thorn-Bud Key Takeaways

Deeper Engagement

Support for small groups, liaisons, and shared labor

Working on a subcommittee and working faster since we can meet at our own time.

Forming ad hoc groups to work on specific tasks with clear guide **+1+1+1+1**

Subcommittees were well attended and AD staff supported when needed

Desire for more democratic share of labor in subcoms **+1**

Liaison role impactful already and helping CSC stay engaged and informed. Looking for that to move into advocating for our specific actions in Year 2 **+1**

Stronger Collaboration

Focus on implementation

I had difficulty finding where I could be useful beyond the monthly meeting. I want to be more involved but am unsure where to start.

Not clear about the level of staff time and budget devoted to implementation. Could use a lot more resources for outreach, comms.

more direction on certain tasks so we can avoid losing a month

A resource to show meetings/work/groups where a CSC member could be useful or a positive impact beyond the monthly meetings **+1**

Improve Communications

Desire for efficient and clear communications and outreach

Lack of Comms- I didn't know that some things we're accomplished by other partners, there was no CSC coordination or comms **+1**

not clear that we're doing our job vis-a-vis community engagement

with CSC persistence, AD staff getting info to us a little sooner. Room for improvement so we can more actively engage before final decisions made

I feel like I only know about 20% of what is happening. I think there is room to break through this with concise updates. **+1 +1**

Rose/Positive

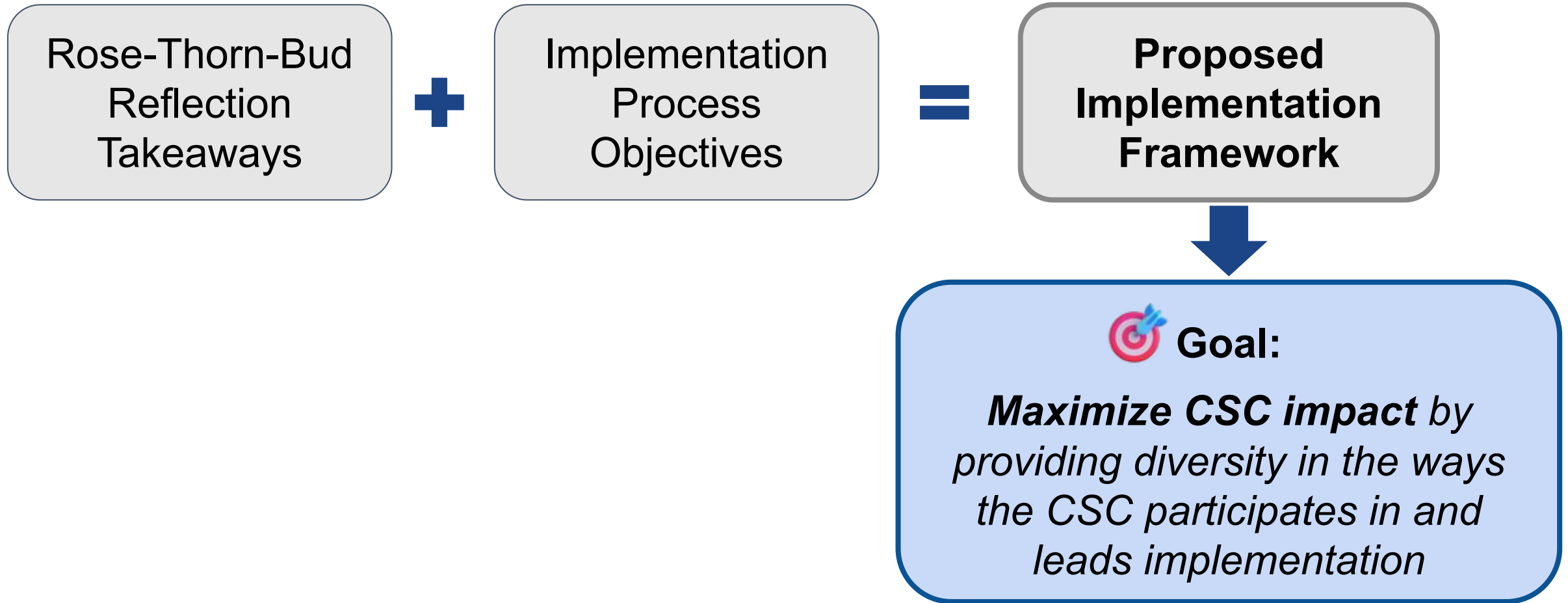
Thorn/Issue

Bud/Opportunity

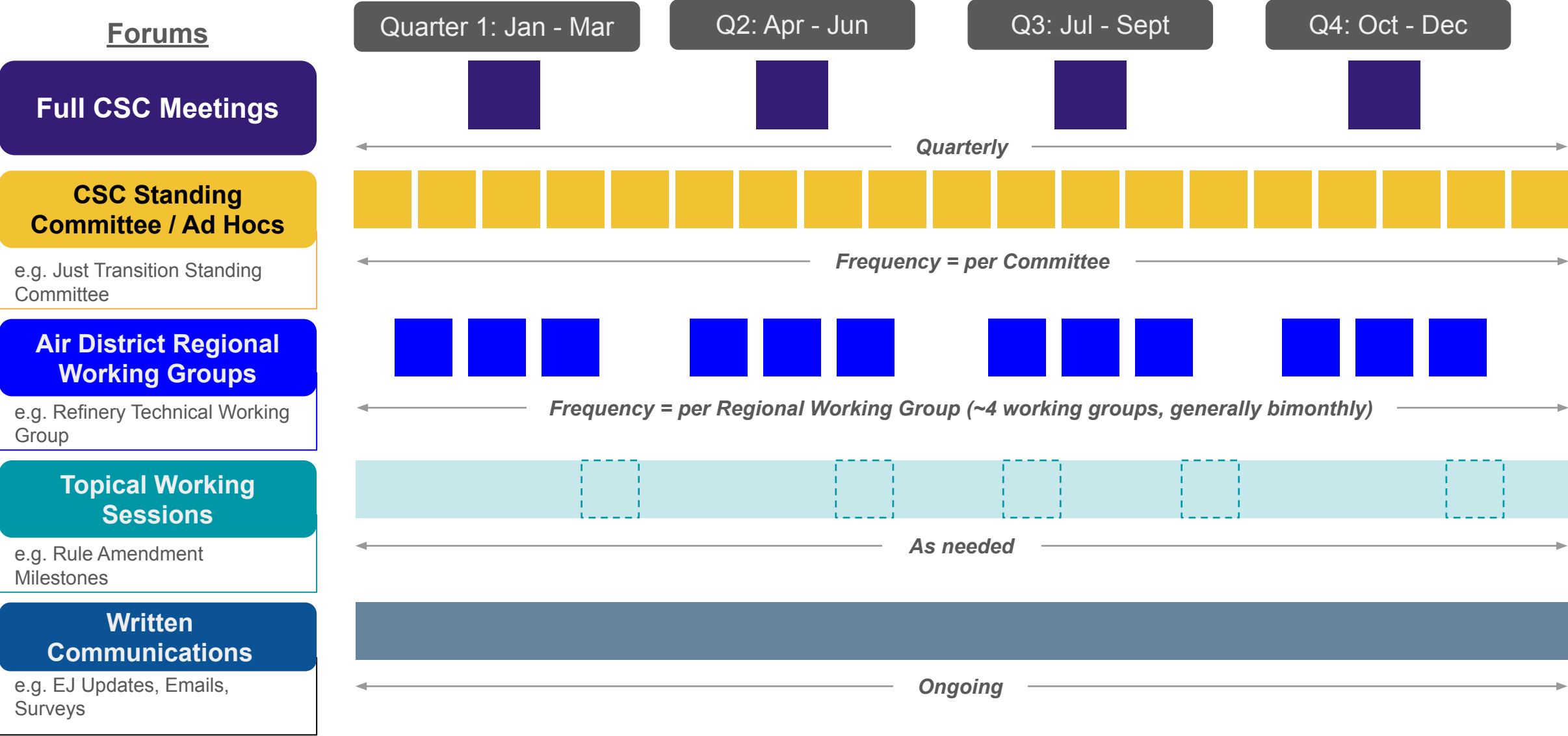
CSC Implementation Process Objectives

1. Receive updates and share CSC feedback on action progress led or supported by:
 - Air District
 - External Partners (Local and State)
 - Air District Working Groups and CSC Liaisons
 - CSC Standing Committees and Ad Hoc
2. Align on implementation planning, including priorities and engagement
3. Reflect on implementation process mid-year
4. Respond to emerging issues and opportunities
5. Represent PTCA in Air District Working Groups
6. Dive deep into priority topics of interest

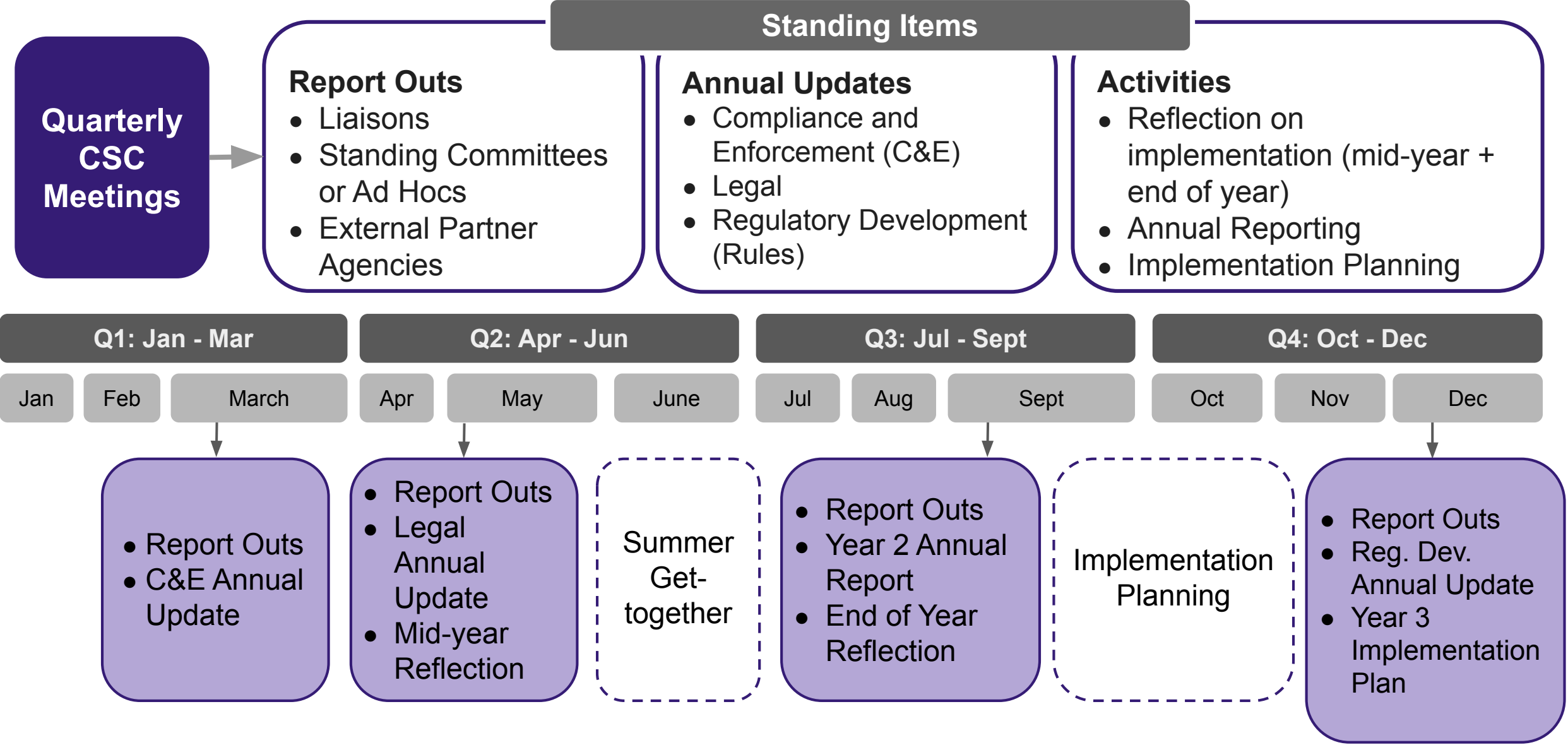
Proposed Implementation Framework



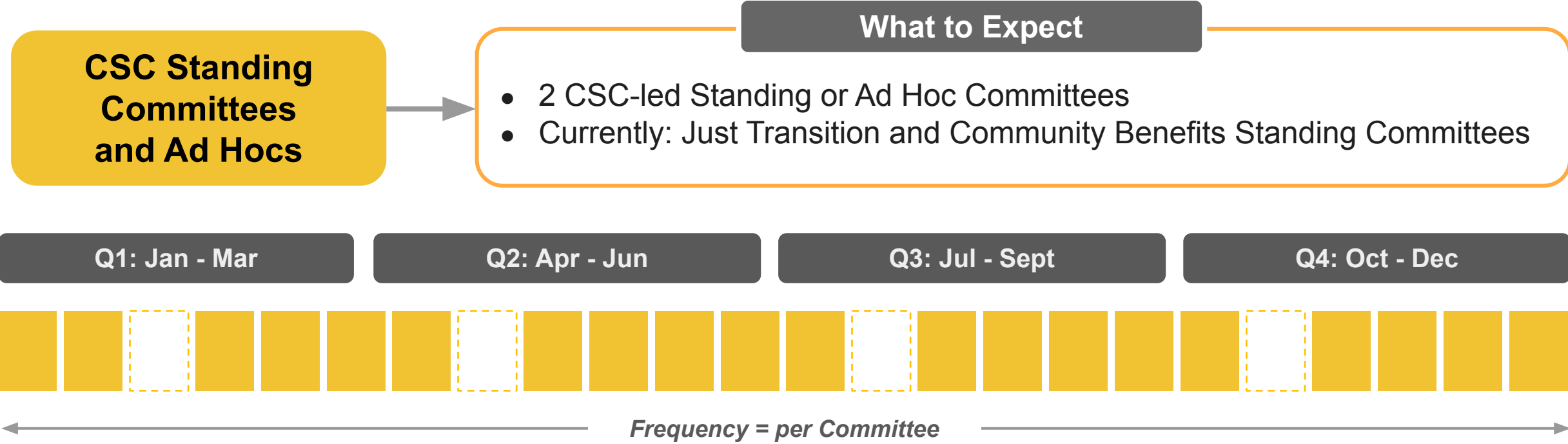
Proposed Implementation Framework (cont.)



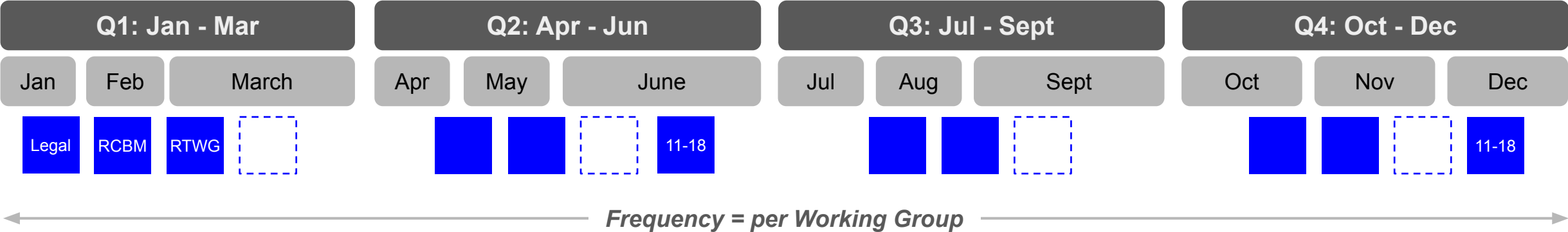
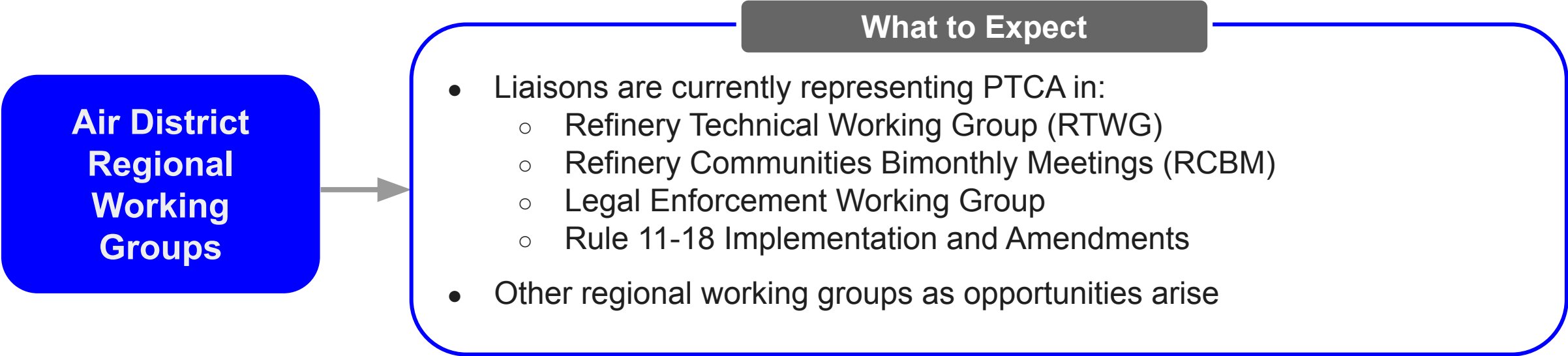
Proposed Implementation Framework (cont.)



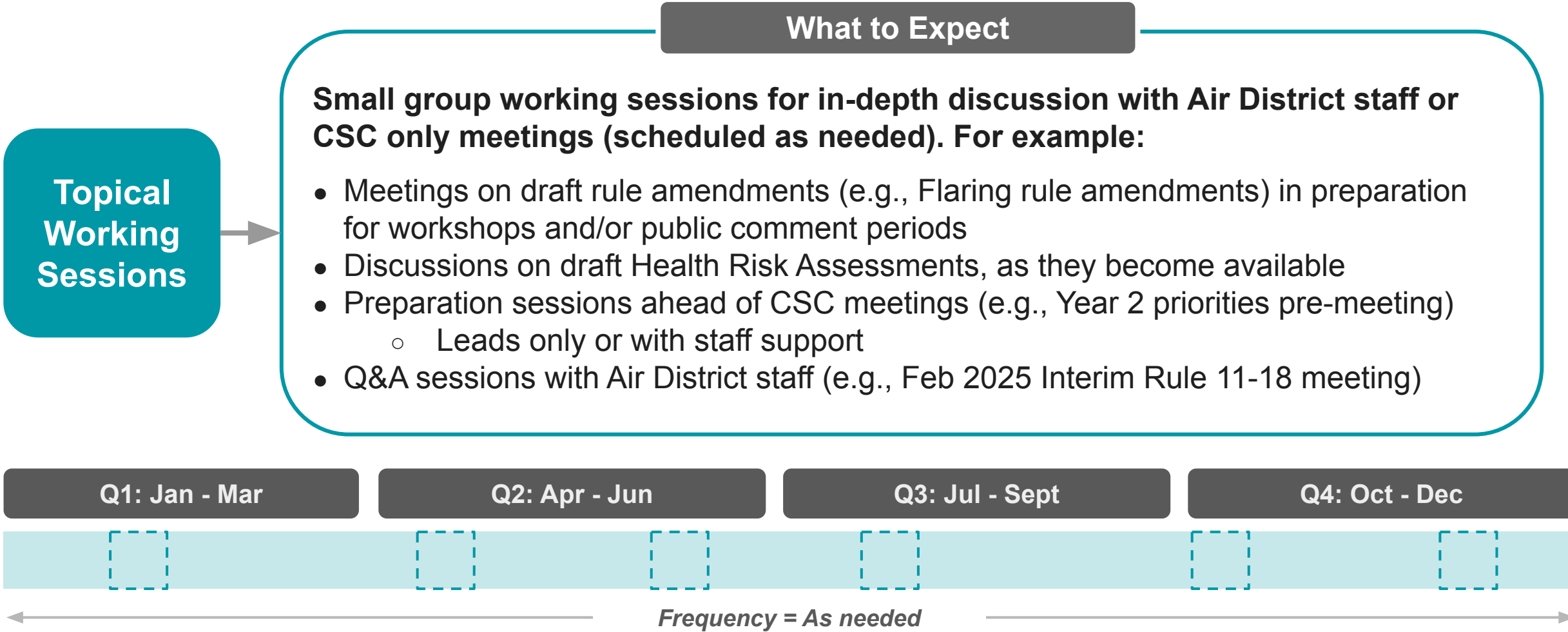
Proposed Implementation Framework (cont.)



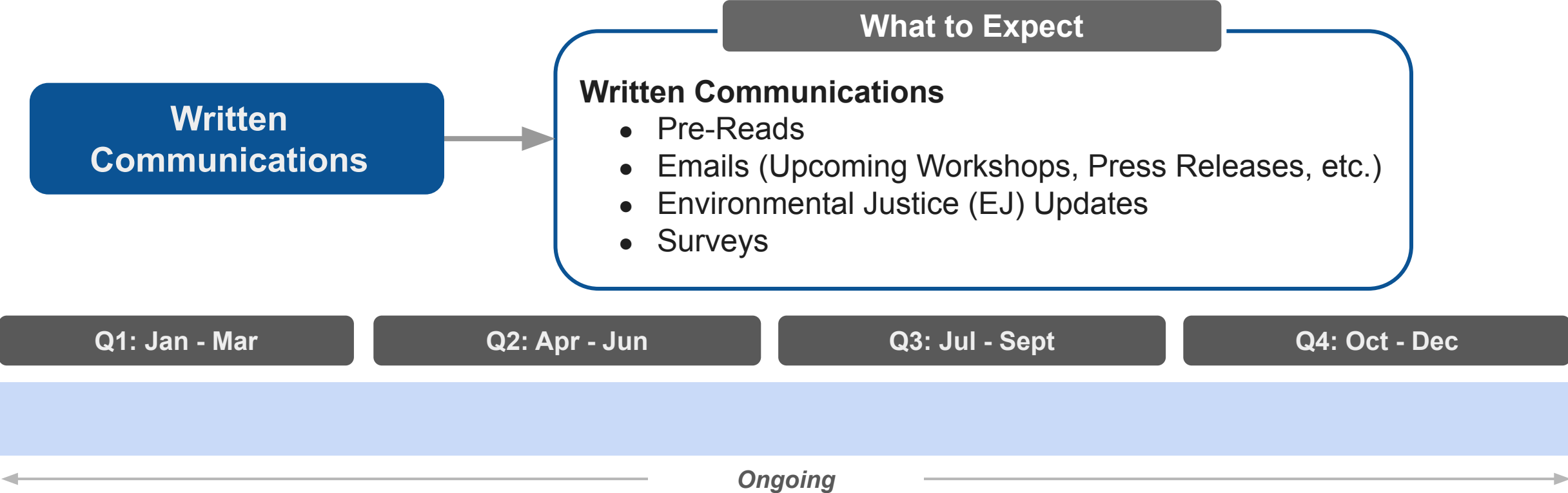
Proposed Implementation Framework (cont.)



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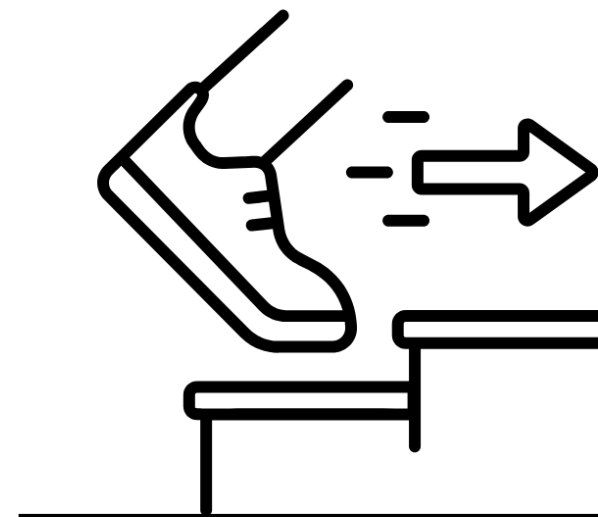
Proposed Implementation Framework (cont.)



Next Steps

The Year 2 Implementation Plan will be presented at the December CSC meeting. It will reflect:

- CSC priorities based on today's KISS activity
- Feedback on the implementation framework based on the survey and today's implementation discussion



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Steering Committee Small Group Breakout Discussion Activity

Nancy Aguirre, CSC Lead

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Small Group Discussion Activity (20 min)

Instructions: Break out into two small groups (1 in-person and 1 virtual)

Discussion Questions:

1. Do you have any remaining questions about the proposed implementation framework?
2. Do you have ideas to ensure the implementation framework helps meet the CSC's implementation process objectives?

Small Group Discussion Activity Report-Out

Nancy Aguirre, CSC Lead

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Public Comment

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Next Meeting Details and Admin Items Preview

Nancy Aguirre, CSC Lead



Next Meeting Details

- **December 8, 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)

PTCA Admin Items

- **October Stipends (Self-Reported Hours)**
 - Due October 31 by 5PM PST
- **CSC Membership Recruitment (2 Industry Seats)**
- **Community Benefits Standing Committee (CBSC)**
 - CBSC Draft Guideline Recommendations
 - Community Investments Officer, Emi Wang
- **CSC Leads Recruitment**

Public Comment on Non-Agenda Matters

Nancy Aguirre, CSC Lead

