

Path to Clean Air (PTCA) - Year 2 Implementation Plan

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Introduction

The [Richmond-North Richmond-San Pablo Path to Clean Air Community Emissions Reductions Plan](#)¹ (PTCA or Plan) was adopted by the Bay Area Air Quality Management District (Air District) on May 1, 2024. Chapter 9 of the Plan - *Implementation and Reporting* – and the *Resource PTCA Plan Implementation Strategy* in Chapter 7 (specifically via Action R 1.1) commit the Air District and the Community Steering Committee (CSC) to co-design an annual implementation plan.

Creation of an implementation plan each year provides an opportunity to build on reflections from the previous year’s implementation activities. This includes leveraging lessons learned from both successes and challenges in order to support continuous improvement.

This document contains the PTCA Year 2 Implementation Plan (Implementation Plan), which meets the following objectives:

1. Creates an Implementation Plan that serves as a roadmap for the Air District and CSC, helps action implementers get on the same page about priorities, expectations, and next steps, and supports group alignment.
2. Identifies and prioritizes actions for the second year of PTCA implementation.
3. Describes the CSC with respect to action implementation, including roles and responsibilities of CSC membership, leadership, standing and ad hoc committees, and liaisons.
4. Outlines a framework for implementation and CSC engagement, including the purpose and cadence of various forums including CSC meetings, standing and ad hoc committees, regional working groups, topical working sessions, and written communications.
5. Summarizes annual reporting expectations and procedures.

Year 1 Recap

To help set the stage for Year 2, this section provides a brief overview of implementation progress for PTCA strategies and actions during Year 1. The PTCA [Year 1 Implementation Plan](#) was developed in 2024, covering implementation through the end of September 2025. The [Year 1 Annual Report](#) documents progress through the PTCA’s first year of implementation.

Overall, two-thirds of the actions (93 of 139) in the Plan are started, ongoing, or completed. The status overview of all actions as of September 2025 is as follows:

- In Progress: 69
- Ongoing²: 22

¹ For links to individual PTCA Appendices – including Appendix A which contains detailed Action Descriptions for each action – please see <https://www.baaqmd.gov/en/community-health/community-health-protection-program/richmond-area-community-health-protection-program/community-emissions-reduction-work>

² Ongoing actions are those that are part of work being performed on an ongoing basis. Ongoing actions include actions with recurring reporting commitments. These actions do not necessarily have a clear start and/or end date, rather they are actions that are routinely implemented and/or maintained. Progress and updates on these actions will be shared with the CSC at regular intervals, at a frequency specified via reporting requirements outlined in each action (e.g., quarterly), and/or through the annual report on progress.

- Completed: 2
- Not Yet Started: 46

More information on Year 1 can be found in the full Year 1 Annual Report, which provides qualitative status updates on each of the Plan’s 139 actions. It also includes Year 1 emissions benefits, incentives funding updates, compliance and enforcement highlights, an updated emissions management report, and a summary of key accomplishments along with lessons learned from Year 1.

Given the large number of actions underway for the PTCA, this implementation plan focuses on CSC priorities for Year 2 and a framework for implementing the plan effectively.

Year 2 Priority Actions

This section covers actions prioritized by the CSC for Year 2. The CSC’s priorities highlight the strategies and actions they intend to focus on during implementation and offer the Air District guidance on projected resource needs to inform annual budget planning.

CSC Priorities for Engagement

The CSC determines the degree to which they want to be engaged for each priority action by using levels of engagement based on the IAP2 Spectrum of Public Participation³. Levels are defined for the PTCA context as shown in Table 1. For Year 2, definitions for the levels of engagement have been updated based on experience gained during the first year of implementation. Updates are based on discussion with the CSC Leads (Leads) and membership. Of note is the updated definition of ‘Involved’, which now includes elements of ‘Collaborate’ to more accurately describe the level of engagement for actions at the ‘Involved’ level.

³ See the [Year 1 Implementation Plan](#) (Pages 21 and 26) for more information on the Spectrum of Public Participation

Table 1: CSC Levels of Engagement

CSC Level of Engagement	Informed	Consulted	Involved
Definition	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.
Plan Implementation	The Air District will email the CSC 14 days before an event or as soon as they become aware of any event, workshop, and/or public meeting that will impact the CERP.	The Air District will inform, present, and have a Q&A, take back CSC feedback regarding CERP strategies/actions, and share how CSC feedback was incorporated.	CSC members – either in the form of two liaisons or a standing or ad hoc committee– 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 outcome.
CSC Participation	CSC Members can participate in meetings to give feedback, make public comments, or engage in ways that help move the CERP 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. -or- CSC will form a standing or ad hoc committee with a Plan of Action and CSC Facilitators. The committee, with the support of the Air District, will meet and work together to advance the actions identified in the Plan of Action. Report backs will be provided at CSC meetings.

Year 2 Priority Actions

The CSC participated in an activity to determine Year 2 action priorities in October 2025. CSC members re-evaluated Year 1 priority actions and considered new priority actions utilizing the Keep, Improve, Start, and Stop (KISS) framework. See Figure 1 for how this was defined for the PTCA context.

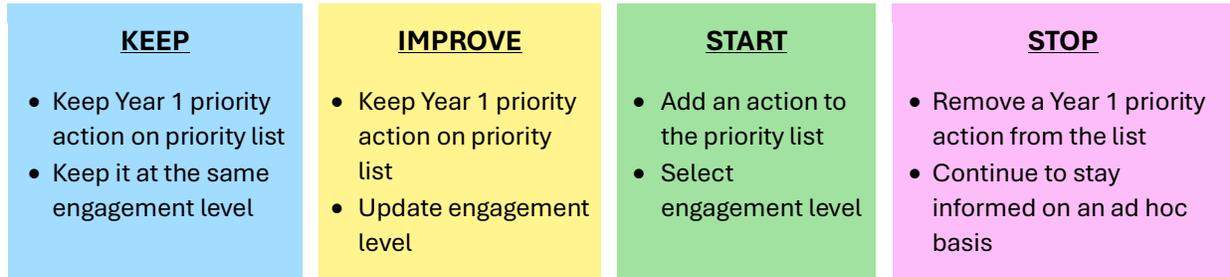


Figure 1: KISS framework to create Year 2 Priority Action List

As a result of the KISS discussion, eight actions from Year 1 have been kept at the same level⁴, eight actions from Year 1 have been improved to a different level, and four new actions have been added to start.

The following table contains the resulting list of the CSC’s twenty (20) priority actions for Year 2, including level of engagement and action implementer.

Table 2: Year 2 Priority Actions

Action, grouped by CSC level of engagement		Action Implementer
Involved		
1	FR 1.1: Educate the CSC and Air District on Just Transition	CSC / Just Transition Standing Committee
2	FR 1.2: Incorporate Just Transition Principles and Criteria in the Prioritization and Implementation of the PTCA Plan	CSC / Just Transition Standing Committee
3	FR 2.2: Communications around Flaring + Major Incidents	Air District
4	FR 2.6: Flaring Rule Amendments	Air District
5	FR 3.13: Improve Refinery Fenceline and Community Air Monitoring programs (*NEW*)	Air District
6	FR 3.8: Legal Enforcement Approaches	Air District

⁴ Of the eight actions kept at the same level, five are at the exact same level as Year 1. Three, however, were at the Collaborate level in Year 1. These three are now part of the more broadly defined ‘Involve’ level, which integrates the definition of Involve with the former definition of Collaborate.

7	FR 3.9: Community Benefits Policy ⁵	Air District
8	FR 4.1: Amend Rule 11-18	Air District
9	FR 4.2: Prioritize Implementation of Rule 11-18 at Chevron (*NEW*)	Air District
10	R 1.2: Co-develop and Implement an Annual Implementation Plan	Air District
Consulted		
11	C&E 1.2: Targeted Investigations of Facilities of Community Concern (*NEW*)	Air District
12	FR 2.1: Strengthen the Industrial Safety Ordinance (ISO)	Air District and City of Richmond
13	M&R 4.1: Regulate Emissions Reductions from Cargo Handling Equipment	Air District and California Air Resources Board (CARB)
14	Mobile 1.4: Study Feasibility and Approach for a Bay Area Indirect Source (Magnet Source) Rule (*NEW*)	Air District
Informed		
15	C&I 1.1: Dust White Paper	Air District
16	C&I 4.4: West Contra Costa County Landfill: Implement Rule 11-18 and Conduct Gap Analysis	Air District
17	C&I 4.5: Metal Recycling (Sims, Pick n Pull): Source Evaluation	Air District
18	FR 3.5: Expedite the Notice of Violation (NOV) Resolution Process in the Fuel Refining Sector	Air District
19	FR 5.1: Implement Rule 6-5	Air District
20	H 2.5: Reduce Exposure to Wood Burning	Air District

Appendix 1 – Year 2 Priority Action with Action Description Summaries in this report provides summaries of the action descriptions associated with each Year 2 priority action.

PTCA Implementation Roles

During Year 2, the CSC, Air District, and partner agency implementers will continue to work together to advance implementation of the PTCA Plan. The next section of this plan briefly summarizes roles with respect to CSC participation and leadership in PTCA implementation.

Community Steering Committee (CSC)

The CSC will meet and participate in PTCA implementation by acting as liaisons between the community, implementers, and the Air District. This will include disseminating information, making decisions, and providing input as appropriate. The CSC will support and direct activities to achieve

⁵ *Language of Action FR 3.9 is different from the Community Benefits Penalty Funds Policy to allocate money to a community benefits fund that was approved by the Air District Board of Directors on May 1, 2024. See [June 2025 CSC slides](#) for more information.

PTCA Goals in alignment with the [PTCA Vision and Principles](#). The CSC may, as needed, identify community-level implementation opportunities such as advocacy, education, securing resources, and community engagement activities.

Some CSC activities, discussions, and actions may be delegated to standing or ad hoc committees, working group liaisons, or Leads.

CSC Membership

As stated in the PTCA CSC Charter and Participation Agreement, CSC members will be responsible for assisting the Air District and Leads in implementing the PTCA Plan, in accordance with the CARB's Community Air Protection Blueprint. Active participation by CSC members is crucial to the success of the CERP.

The following participation principles are a roadmap for how CSC members will move the plan forward:

- providing strategic guidance, vision, and oversight;
- providing leadership and accountability; and
- playing an active role.

For more detailed information about membership roles and responsibilities, please see Sections 5 and 6 of the [PTCA CSC Charter and Participation Agreement](#).

CSC Leadership

Leads share responsibility with the Air District for developing CSC meeting agendas, facilitating CSC meetings, and supporting CSC member engagement. Leads also provide guidance for Facilitators of standing and ad hoc committees.

Leads meet regularly with Air District staff to coordinate efforts and plan CSC meetings. For more detailed information about Lead roles and responsibilities, please see Section 4 of the [PTCA CSC Charter and Participation Agreement](#).

CSC Standing and Ad Hoc Committees

Consistent with the PTCA CSC Charter and Participation Agreement, the CSC will form, disband, or maintain standing and ad hoc committees, as needed. Standing committees are permanent, meaning they do not have a dissolution end date. A standing committee would be formed for matters requiring an extended scope and duration. An ad hoc committee would be created to handle a one-time special project and end once the project is completed.

Standing and ad hoc committees set specific and defined roles, responsibilities, and expected outcomes by developing a Plan of Action that CSC votes to approve. For more detailed information about standing and ad hoc committees, including roles and responsibilities, please see Sections 5 and 7 of the [PTCA CSC Charter and Participation Agreement](#).

CSC Liaisons

In addition to standing and ad hoc committees, the CSC began using a liaison model to support Year 1 implementation. The Air District has several multi-stakeholder working groups focused on topics relevant to the PTCA, and CSC liaisons were selected to represent the PTCA in these groups. Generally, one or two liaisons participate in a given Air District working group.

CSC liaisons support 2-way communication between a working group and the CSC. They participate in the working group, represent CSC viewpoints and needs, and bring updates and discussion items back to the full CSC as needed. In April 2025, the CSC discussed the role of liaisons and uplifted the following expectations:

- Report updates from working group efforts to the CSC, including sharing notes and resources
- Uplift PTCA strategies and actions at working group meetings
 - Draw connections between the PTCA and the working group's purpose and meeting agenda topics
 - Comment on any gaps - i.e., call out any PTCA actions not being fully covered by a working group's focus that PTCA implementation may need to address by other means
- Ensure pertinent stakeholders are present
- Help address any communication challenges, uplifting the need for the working group to share information about its efforts in a community-friendly manner
- Flag for CSC any concerns or areas where liaisons may need support

Air District Staff Support

Air District staff work side-by-side with the CSC and Leads throughout implementation. Air District staff partner with the Leads to co-create meeting agendas, facilitation agendas, break-out activity facilitation guides, slide decks and other meeting materials for review, comment, and finalization prior to translation and dissemination. The Air District is responsible for staffing in-person and virtual meetings, including setting up the meeting room and any technology needed to support the meeting, either in person or virtually.

Air District staff are also responsible for sharing meeting materials and other communications with CSC members, and for posting materials to the Air District webpage, specifically on the [Richmond-North Richmond-San Pablo CERP homepage](#). Certain meeting support tasks are carried out by Air District contractors.

The Air District is resourced to participate in up to two CSC standing or ad hoc committees at a time, throughout PTCA implementation⁶. When participating in a committee, Air District staff will work with the committee Facilitators and Leads to create agendas, slide decks, meeting minutes and other needed materials. Standing and ad hoc committee meeting materials are not added to the Air District's webpage.

⁶ This includes implementation-focused standing committees and ad hoc, as well as other standing committees and ad hoc (such as an ad hoc focused on CSC membership recruitment)

PTCA Implementation Framework

In the last several months of Year 1, the CSC and the Air District engaged in structured and intentional reflection on PTCA implementation. The following list describes various touchpoints where CSC feedback was gathered.

1. Year 1 Annual Report Preparation (August)
 - CSC members assessed key accomplishments and lessons learned
2. Year 1 Implementation Process Reflections: Rose-Thorn-Bud activity (August)
 - CSC members discussed roses (positives or successes), thorns (issues, barriers, inefficiencies, or frustrations), and buds (opportunities or ideas for growth, collaboration, or improvement)
3. Year 2 framework survey and CSC discussion (October)
 - CSC members weighed in on implementation framework objectives, as well as the proposed Year 2 framework (including feedback on standing agenda items and what activities would meaningfully support CSC participation)

In general, the CSC's feedback on Year 1 Implementation included three major reflection points: stronger collaboration, clearer communication, and deeper engagement. Key learnings from these reflection points have been integrated into this Year 2 Implementation Plan.

Objectives

As noted, CSC members weighed in on a draft set of implementation framework objectives in October. Based on feedback, it was determined that an effective framework should support the following CSC objectives:

- 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
- Align on implementation planning, including priorities and levels of engagement
- Reflect on implementation process mid-year
- Respond to emerging issues and opportunities
- Represent PTCA in Air District Regional Working Groups
- Support communication and engagement with the greater PTCA community
- Dive deep into priority topics of interest

Implementation Framework

Building on the objectives outlined above, an implementation framework for Year 2 was proposed in October of 2025. CSC feedback – gathered via the Year 2 framework survey and October CSC meeting – was used to shape the final framework presented here. Updates to the proposed framework were made to address CSC questions and concerns around collaboration, communication, and engagement.

The Year 2 implementation framework is designed to maximize CSC impact by diversifying the ways the CSC participates in and leads implementation. It includes a variety of forums through which CSC members can engage and contribute. Figure 2 illustrates the overall structure of the framework. The leftmost column identifies the various forums for CSC participation (e.g., full CSC Meetings, CSC Standing Committee meetings, etc.), while the timeline to the right indicates the anticipated frequency of each forum. The grey boxes at the top of the timeline provide a general indication of when during the calendar year each forum is expected to occur.

Year 2 Implementation Framework

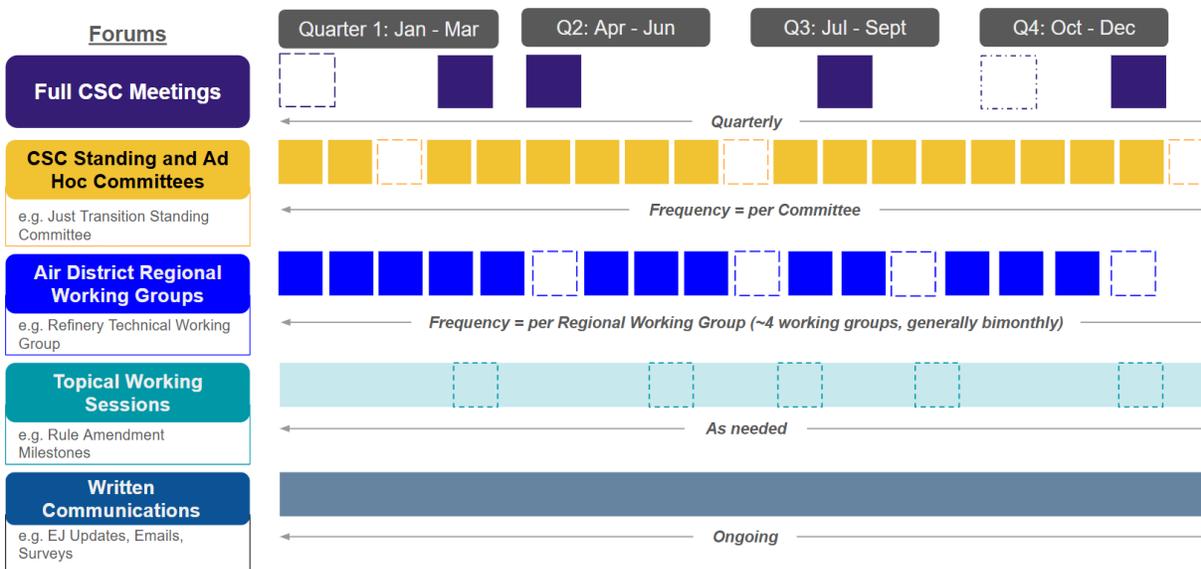


Figure 2: Year 2 Implementation Framework

Appendix 2 – Year 2 Implementation Framework: *Example* Schedule for 2026 includes a draft calendar for 2026, building on the general framework above. Below, each of the five forums is described in further detail.

Full CSC Meetings

Beginning in 2026, full CSC meetings will shift from a monthly to a quarterly cadence. There will be four full CSC meetings each year, occurring about once every 3 months. Additionally, up to two special CSC meetings may be added per year.

CSC meetings will continue to have structured agendas. The Year 2 framework builds in expanded use of standing items: recurring agenda topics scheduled at regular intervals. Standing items will include regular updates from action implementers including the Air District, external partners (i.e., local and state entities), Air District working groups and CSC liaisons, and CSC standing or ad hoc committees. Standing items are designed to provide consistent opportunities for the CSC to hear about implementation progress from all implementers. They also create space for CSC members to ask questions, offer feedback, and engage in meaningful dialogue.

A draft schedule for CSC meetings for 2026 includes one meeting per quarter. For illustrative purposes, the proposed months mirror the approximate schedule from Year 1; however, the exact timing of each meeting can be adjusted as needed.

As pictured below, each quarter’s meeting would include standing items: report outs from liaisons, standing committees, and/or partner agencies. The Q1 meeting would also include the Air District Compliance and Enforcement Division’s annual update for PTCA. The Q2 meeting would include the Air District Legal Division’s annual update for PTCA, and a new opportunity to reflect on PTCA implementation mid-year. The Q3 CSC meeting would cover the Year 2 Annual Report and end-of-year reflection in preparation for Year 3 implementation. And the Q4 meeting would include the Regulatory Development Division’s annual update as well as finalization of the Year 3 Implementation Plan.

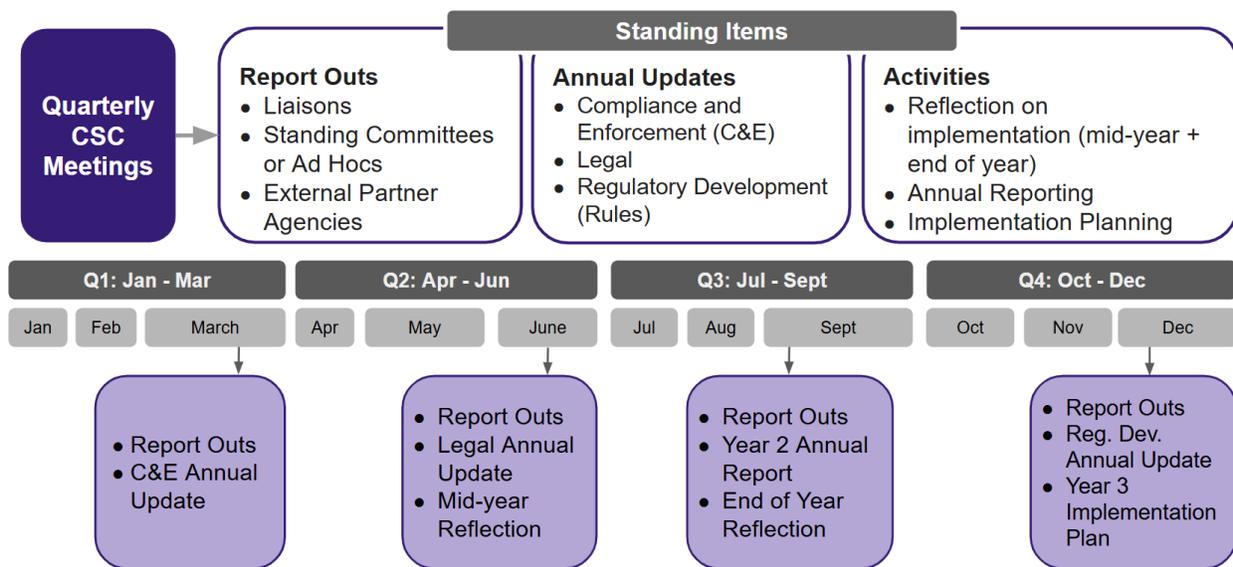


Figure 3: Quarterly CSC meetings proposed schedule

CSC Standing and Ad Hoc Committees

As described in the Charter, the CSC can form, disband, or maintain standing committees and ad hoc, as needed. Throughout PTCA implementation, up to two standing or ad hoc committees will be supported by the Air District at a time. Standing and ad hoc committees meet on a regular basis to advance specific goals, strategies, and actions from the PTCA Plan, in alignment with their associated Plan of Action. Committee facilitators and members (including supporting Leads) collaborate to plan work elements and advance action implementation. Meeting frequency and structure is determined by each standing or ad hoc committee.

In Year 1, the CSC formed three subcommittees: one ad hoc and two standing committees. The first subcommittee was a Recruitment Ad Hoc, which formed and then sunset after completing its charge to expand CSC membership and fill vacant seats. This was followed by formation of the Just Transition and the Community Benefits Standing Committees, focused on implementing PTCA

actions FR 1.1 and 1.2 (Just Transition), and FR 3.9 (Community Benefits). The current set of two standing committees continues to meet, as of the end of Year 1.

Moving into Year 2, standing (or ad hoc) committees will continue to have flexibility under the implementation framework. The following draft schedule generally illustrates how CSC standing committee and ad hoc meeting might look in 2026.

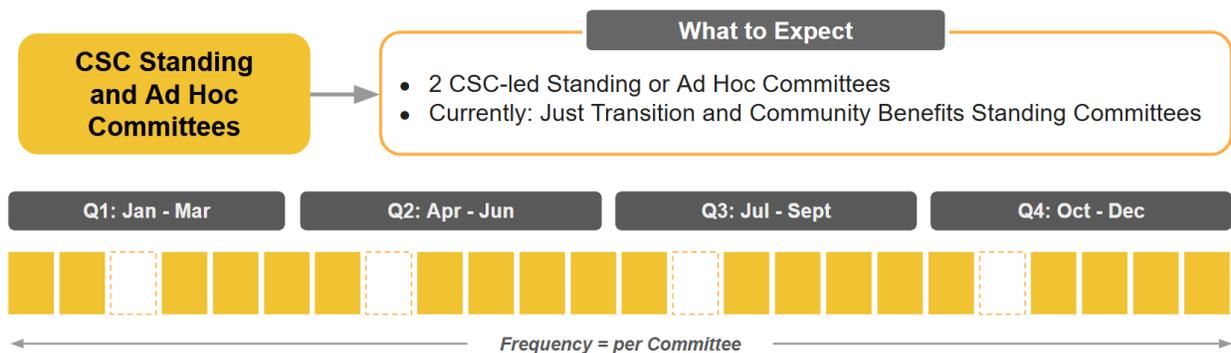


Figure 4: CSC Standing and Ad hoc Committees

Air District Regional Working Groups

Much of the Air District’s work is inherently regional. When an Air District rule or regulation is created or amended, those regulatory requirements apply throughout the Bay Area. Similarly, a set of guidelines for a grant program will generally affect the entire Air District jurisdiction. As a result, working groups convened by the Air District typically include stakeholders representing the entire region, or in some cases all areas impacted by the specific sources under consideration.

As previously noted, the Air District has several multi-stakeholder working groups focused on topics relevant to the PTCA. As described in the Implementation Roles section, CSC liaisons help connect these regional working group efforts to the PTCA Plan and the greater CSC. The PTCA CSC currently has liaisons participating in the following working groups:

Refinery Technical Working Group (RTWG): 2 CSC representatives

- *Purpose:* The RTWG was convened by the Air District to support ongoing and upcoming rule development on regulations affecting refinery sources, specifically related to flaring. The RTWG meets on a bimonthly basis.
- *Connection to the PTCA:* RTWG work links with PTCA Action FR 2.6: Flaring Rule Amendments

Refinery Communities Bimonthly Meetings (RCBM): 2 CSC representatives

- *Purpose:* The RCBM is where communities impacted by refineries connect with the Air District to tackle emissions, compliance, and transparency head-on. The group is intended to bring 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.

- *Connection to the PTCA:* RCBM work overlaps with PTCA Fuel Refining strategies including Strategy 2: Reduce Persistent Flaring and Improve Incident Response and Strategy 3: Hold Chevron and Other Emitters Accountable for Reducing Pollution and Negative Public Health Impacts from their Operations.

Legal Enforcement Working Group: 1 CSC representative

- *Purpose:* The Legal Enforcement Working Group will support development of enforcement-related materials aligned with PTCA and the Air District’s Strategic Plan.
- *Connection to the PTCA:* The Legal Enforcement Working Group links with PTCA Action 3.8: Air District will collaboratively develop, with the CSC, and pilot legal enforcement approaches.

Rule 11-18 Engagement: 2 CSC representatives

- *Purpose:* Engage with Air District staff on implementation of Rule 11-18 at existing facilities in the PTCA area, as well as rule amendments being developed to improve Rule 11-18. Liaisons also participate in regular meetings called for by the Rule 11-18 Settlement Agreement. A set of Engagement Recommendations was created for Rule 11-18, outlining a comprehensive set of engagement opportunities for the CSC to be looped in on Rule 11-18 efforts.
- *Connection to the PTCA:* Rule 11-18 liaison work supports PTCA Actions for Rule 11-18 implementation, including FR 4.1: Amend Rule 11-18 to increase stringency, efficiency, transparency, and public engagement, as well as multiple actions related to Rule 11-18 implementation for individual facilities located within the PTCA area (such as Chevron and Chemtrade).

The following draft schedule illustrates the various working group meetings in 2026. Both the RTWG and RCBM meet every other month. The Legal Enforcement Working Group is meeting biweekly through the first quarter of 2026. And Rule 11-18 Settlement Agreement meetings are every 6 months.

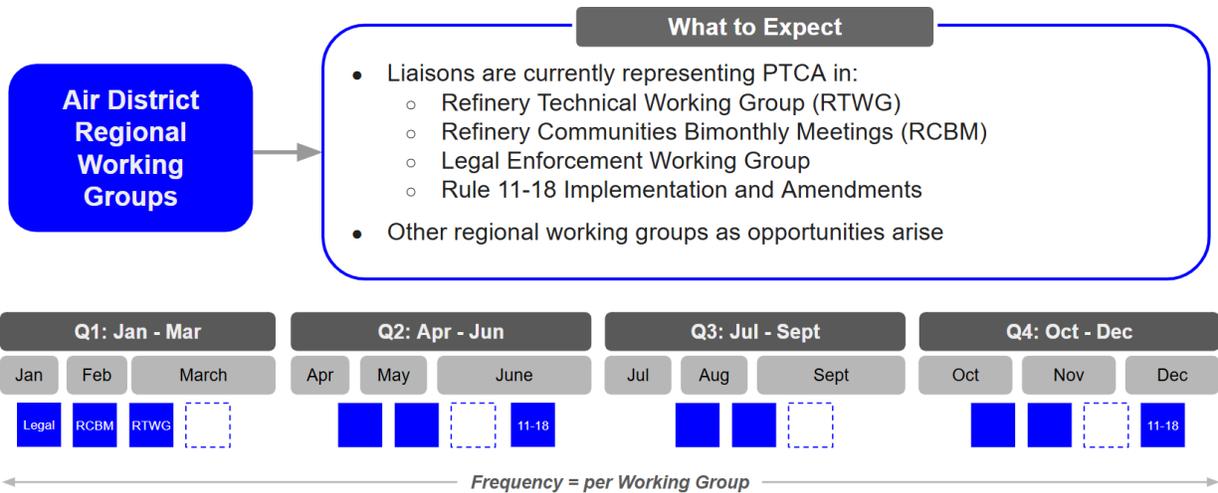


Figure 5: Air District Regional Working Groups

As noted in the full CSC meetings section, liaisons will report to the full CSC on a regular basis via a standing item at each CSC meeting. Air District staff will continue to work with Leads to support CSC liaisons, including ensuring they feel supported in their working group role, have clarity on expectations and objectives, and are well-prepared to engage with the CSC. Extra time (allocated as needed) for these agenda items in 2026, including for questions and discussion with liaisons, can support stronger communication and deeper engagement. Additionally, topical meetings, discussed in the next section, can complement CSC liaison efforts as members of working groups.

Topical Meetings

Topical meetings offer maximum flexibility for the CSC to engage in work on various priority topics, as they can be called or requested as needed. Meetings can serve various purposes including, but not limited to, the following:

- Coordinating around a milestone, such as release of documents for a public comment period (e.g., Rule 11-18 amendments)
- Learning more about a given topic (Q&A and in-depth small group discussions)
- Gathering and/or sharing CSC feedback on implementation of certain PTCA actions (e.g., development of the targeted inspection policy)
- Supporting the work of CSC liaisons via gathering broader CSC feedback to bring back to a regional working group effort
- Strategizing around priority areas for PTCA implementation
- Creating work content or deliverables, such as outreach material
- Offering opportunities for direct communication or check-ins (e.g., office hours with Leads, liaisons, Air District staff, or CARB staff)
- Providing preparatory sessions ahead of quarterly CSC meetings (e.g., discussing pre-read materials, gathering questions)

CSC responses about how to support engagement, gathered from the Year 2 survey, uplifted the value of direct discussion with CSC members and staff, including via opportunities such as office hours or staff-supported working sessions.

Written Communications

Communication is an element the CSC has emphasized as critical to build upon moving from Year 1 into Year 2. As seen in the implementation framework diagram, written communications are another important means of supporting PTCA implementation. Written communications include pre-read materials shared ahead of CSC meetings, surveys, monthly environmental justice (EJ) updates, additional topical email updates (as needed), and the PTCA website.

Pre-Reads and Surveys

To support CSC engagement between meetings, the Air District and Leads collaboratively determine which types of pre-read materials are most beneficial. These materials serve as primers for key agenda topics, helping CSC members prepare in advance. Reviewing pre-reads is intended to address foundational questions ahead of each meeting, allowing discussions to be more focused and enabling deeper exploration of the issues.

Surveys are also occasionally used to support meeting preparation and facilitate CSC input. During Year 1, several surveys were deployed to gather member perspectives, identify needs, and collect feedback. Surveys provide a flexible and efficient way to engage CSC members and inform meeting content and implementation planning.

EJ Updates and Other Email Updates

Environmental Justice (EJ) Updates are gathered by the Air District and compiled into digestible summaries regularly emailed to the CSC. Any connections to specific PTCA actions are highlighted. EJ updates are typically shared monthly. CSC members have an opportunity to ‘reply all’ to the email thread and share any additional updates (community events, relevant news) related to PTCA as well.

Furthermore, for any important update that arises between the monthly EJ Update, a separate email is sent to the CSC to keep members informed in a timely manner.

Webpage

The [Air District’s PTCA Community Emissions Reduction Plan Webpage](#) is updated in advance of each CSC meeting – with the meeting agenda, slide deck, and any other publicly available meeting materials. After each CSC meeting, the webpage is updated to include meeting summaries, notes, and meeting recordings, if available. The webpage also includes links to the PTCA Plan, Annual Report, and any news, events, project timelines, goals and accomplishments that are publicly available.

Consistent with the [PTCA CSC Charter and Participation Agreement](#), and to facilitate successful PTCA meetings, all language interpretation services will be provided as needed with a minimum of (six) 6 business days in advance of the request. All final documents produced or submitted in

connection with the PTCA will be considered public information records and subject to the provisions of the California Public Records Act.

Additional Communication Opportunities for Year 2

The Year 2 framework survey sought CSC feedback on practices to strengthen engagement between CSC meetings. Responses highlighted the value of both learning and coordination materials.

- Additional learning materials –similar to CSC meeting pre-reads – could include reference materials on specific topics, past presentations and/or recordings
- Coordination materials could include shared implementation documents or a shared calendar of upcoming opportunities for engagement

Overall, Air District staff strive to provide community-friendly meeting materials that are accessible, understandable, and transparent. In Year 2, the Air District will continue to work with the CSC to identify opportunities to improve communications.

Over the course of Year 2 implementation, adjustments in logistics and communications procedures may be needed to improve efficiency and effectiveness. The Year 2 Annual Report will allow for reflection and provide an opportunity to identify improvements for Year 3.

Action Status Updates

The Year 1 Annual Report includes an Appendix (Appendix 1A) that provides a status update for each of the 139 actions in the PTCA Plan. The Annual Report, including appendices, is currently available on the [PTCA CERP webpage](#).

In Year 2, Air District staff will work to make PTCA action status updates more accessible and user friendly. Staff will work to create a user-friendly version of Appendix 1A, so that the CSC and greater community can filter and sort through the 139 actions to review and track updates of interest. The goal will be to allow users to sort actions into categories such as:

- Status: Complete, In Progress, Not Yet Started, or Ongoing
- Implementer: Air District; Air District Board of Directors; California Air Resources Board (CARB); Community Steering Committee (CSC); City of Richmond; City of San Pablo, Contra Costa County; Contra Costa Health Services (CCHS)
- Community Concern Thematic Area: for example, Commercial and Industrial Sources Near Community; Fuel Refining, Support Facilities, Storage and Distribution; Public Health and Reducing Exposure; Marine and Rail; Mobile Sources; Land Use; Compliance and Enforcement
- Strategy Name (from each Community Concern Thematic Area): for example, Move Towards a Just Transition; Reduce Persistent Flaring and Improve Incident Response; Reduce Air Pollution at Home; Control Fugitive Dust

Staff will work with Leads and the CSC to identify additional opportunities to provide PTCA implementation updates online in a community friendly manner. This could include data visualizations that summarize the status of the PTCA (such as an at-a-glance view of how many actions are Complete, In Progress, Ongoing, or Not Yet Started).

Annual Reporting

Each year an Annual Report will be developed for PTCA Plan and submitted to the CARB. Air District staff will develop the Year 2 Annual Report with input from the CSC. A draft Annual Report will be presented to the full CSC. Development of each year's Annual Report will offer an opportunity to identify alignment or misalignment with the Implementation Plan and make necessary adjustments. In accordance with CARB's guidance document *Blueprint 2.0*, the Year 2 Annual Report will be submitted to CARB in October 2026. The Year 2 Annual Report will be presented to the Air District Board of Directors or a designated Board Committee, such as the Community, Equity, Health & Justice (CEHJ) Committee.

In addition to documenting progress on implementation, the Year 2 Annual Report will provide an opportunity to reflect on Year 2 successes, refine strategies and actions, communicate success stories and lessons learned, and provide data to help the CSC set priorities for Year 3.

Selected References

- PTCA Plan and CSC documents
 - [PTCA CSC Charter and Participation Agreement](#) (adopted by the CSC; last updated October 2024)
 - [PTCA Vision and Principles](#)
 - [PTCA Community Emissions Reductions Plan](#)
 - [Appendix A - Detailed Action Descriptions](#)
- PTCA Year 1 Documents
 - [PTCA Year 1 Implementation Plan](#)
 - [PTCA Year 1 Annual Report](#)
- Webpages
 - [Air District's AB 617 Community Health Protection Program](#)
 - [Air District's PTCA Community Emissions Reduction Plan Webpage](#)
- [IAP2 Spectrum of Public Participation](#)

Appendices

Appendix 1 – Year 2 Priority Action with Action Description Summaries

Appendix 1 provides summaries of the action descriptions associated with each Year 2 priority action. Note that many of the action descriptions have been pared down, as some actions have very detailed action descriptions. Please reference the Path to Clean Air Community Emissions Reduction Plan [Appendix A](#) for the full text and detail of each action. Additionally, please reference Appendix 1A from the PTCA Year 1 Annual Report for status updates on these actions.

Priority actions span seven (7) Community Concern Thematic and Cross-Cutting areas and advance twenty (20) actions from the PTCA Plan.

#	Strategy	Action	Level of Engagement	Action Implementer
1.	Compliance and Enforcement	<p>C&E 1.2: Targeted Investigations of Facilities of Community Concern</p> <ul style="list-style-type: none"> • Air District will work with the CSC to identify facilities of community concern • Resolve the issues at facilities on the community concern list by <ul style="list-style-type: none"> ○ Conducting targeted investigations ○ Developing additional targeted strategies 	Consulted	Air District
2.	Control Fugitive Dust	<p>C&I 1.1: Dust White Paper</p> <ul style="list-style-type: none"> • Identify Best Management Practices (BMPs) • Evaluate Rule Development opportunities • Implement recommendations <ul style="list-style-type: none"> ○ Develop and adopt rule amendments identified ○ Implement any other recommendations identified 	Informed	Air District
3.	Large Industrial Sources	<p>C&I 4.4: West Contra Costa County Landfill: Implement Rule 11-18 and Conduct Gap Analysis</p> <ul style="list-style-type: none"> • Implement Rule 11-18 at West Contra Costa County Landfill (see C&I 4.1) • Track success of other C&I Strategies expected to address Particulate Matter issues + Conduct Gap Analysis <ul style="list-style-type: none"> ○ C&I 1.1: Control Fugitive Dust; ○ C&E 1.2: Conduct targeted investigations of facilities of community concern <p>Include in Annual Compliance and Enforcement Report (see C&E 1.3: Update CSC regularly (with annual community friendly reports)) a status overview of West Contra Costa County</p>	Informed	Air District

#	Strategy	Action	Level of Engagement	Action Implementer
		Landfill issues and share with any nearby community associations		
4.		<p>C&I 4.5: Metal Recycling (Sims, Pick n Pull): Source Evaluation</p> <ul style="list-style-type: none"> • Develop metals white paper evaluating problems and solutions to address community concerns and environmental impacts associated with metals facilities • Improve emissions inventory for Sims Metals • Track success of C&I Strategies expected to address Particulate Matter issues + Conduct Gap Analysis <ul style="list-style-type: none"> ○ C&I 1.1: Control Fugitive Dust ○ C&E 1.2: Conduct targeted investigations of facilities of community concern • Include in Annual Compliance and Enforcement Report (see C&E 1.3: Update CSC regularly (with annual community friendly reports)) a status overview of Sims and Pick n Pull issues and share with any nearby community associations 	Informed	Air District
5.	Move Towards a Just Transition	<p>FR 1.1: Educate the CSC and Air District on Just Transition</p> <p>Educate the 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. The CSC will establish a Just Transition Subcommittee [Standing Committee] (JTS) as part of PTCA Implementation by Q2 2024.</p>	Involved	CSC / Just Transition Standing Committee
6.		<p>FR 1.2: Incorporate Just Transition Principles and Criteria in PTCA Plan</p> <p>Incorporate Just Transition Principles and Criteria in the prioritization and implementation of the PTCA Plan and explore incorporating these in governmental policymaking and rulemaking.</p>	Involved	CSC / Just Transition Standing Committee

#	Strategy	Action	Level of Engagement	Action Implementer
7.		<p>FR 2.1: Strengthen the Industrial Safety Ordinance (ISO) Air District and the CSC will work with the City of Richmond to strengthen the Industrial Safety Ordinance (ISO); City of Richmond will update, adopt, and then enforce the ISO Air District will work with City of Richmond Mayor, Councilmembers, City Manager, and other City staff to update and adopt ISO.</p>	Consulted	Air District and City of Richmond
8.	Reduce Persistent Flaring and Improve Incident Response	<p>FR 2.2: Communications around Flaring + Major Incidents The Air District will coordinate with the CSC to improve and expand communications about all flaring events for the fuel refining sector in the PTCA area and also for major incidents at both fuel-refining and non-fuel refining sources. Communications mechanisms will be developed in collaboration with a newly formed CSC Communications Subcommittee [Standing Committee] and will include (A) a new webpage and (B) standardized internal and external communication protocols.</p> <ul style="list-style-type: none"> 2.2(A): Air District will create a new landing page on its website and add a quick access button on its homepage specifically about flaring events and other major incidents. <p>2.2(B): Air District will develop standardized internal and external communication protocols regarding all flaring events and major incidents.</p>	Involved	Air District
9.		<p>FR 2.6: Flaring Rule Amendments Air District will initiate a rule development effort, further evaluating potential updates to flaring rules (Rule 12-11: Flare Monitoring at Refineries and Rule 12-12: Flares at Refineries), by the end of 2024. Rule development efforts will aim to incorporate health</p>	Involved	Air District

#	Strategy	Action	Level of Engagement	Action Implementer
		impacts analyses, enhance rule enforceability, and establish new and/or more stringent limits. Health and Safety Code requirements will be satisfied as well.		
10.	Hold Chevron and Other Emitters Accountable for Reducing Pollution and Negative Public Health Impacts from their Operations	<p>FR 3.13: Improve Refinery Fenceline and Community Air Monitoring Programs</p> <ul style="list-style-type: none"> The Air District’s Meteorology & Measurements (M&M) Division will work with the CSC to develop and implement a plan to improve fenceline and Ground Level monitoring that the refinery is required to conduct This includes evaluating improvements such as those from SB 674; conducting additional data review, analysis and follow-up <p>M&M will work with the CSC to implement enhancements to District long-term air monitoring for the Major Stationary Source Community Air Monitoring Program (Schedule X)</p>	Involved	Air District
11.		<p>FR 3.5: Expedite the NOV Resolution Process in the Fuel Refining Sector</p> <p>Air District will expedite the Notice of Violation (NOV) resolution process in the fuel refining sector.</p> <ul style="list-style-type: none"> Resolve all outstanding NOVs. Continue to prioritize Chevron Refinery when resolving the backlog of NOVs. 	Informed	Air District
12.		<p>FR 3.8: Legal Enforcement Approaches</p> <p>Air District will collaboratively develop, with the CSC, and pilot legal enforcement approaches for fuel refining facilities within one year of final approval of the PTCA Plan. Then this will be expanded to cover all PTCA sources. As part of development, CSC will provide insight on legal approaches from the perspective of</p>	Involved	Air District

#	Strategy	Action	Level of Engagement	Action Implementer
		front-line community members' experiences.		
13.		<p>FR 3.9: Community Benefits Policy First, Air District will partner with the CSC to develop, within 1 year of PTCA Plan adoption, a Community Benefits Policy (CBP) that invests up to 100% of penalty monies from the fuel refining sector back into the PTCA area. Then, Air District will partner with the CSC to expand the Fuel Refining Community Benefits Policy (CBP) to cover the full PTCA area*</p> <p><i>*Language of Action FR 3.9 is different from the policy to allocate money to a community benefits fund that was approved by the Board of Directors on May 1, 2024. See June CSC slides for more information.</i></p>	Involved	Air District
14.		<p>FR 4.1: Amend Rule 11-18 Amend Rule 11-18 to improve stringency, efficiency, transparency, and public engagement. Collaborate with the CSC on amendment concepts, draft language, proposed timelines and stakeholder engagement</p>	Involved	Air District
15.	Reduce Exposure and Public Health Impacts from Toxic Air Contaminants Emitted by the Fuel Refining Sector	<p>FR 4.2: Prioritize Implementation of Rule 11-18 for Chevron Air District will:</p> <ul style="list-style-type: none"> • Complete and publish the Health Risk Assessment (HRA) for Chevron • Prioritize the completion and publication of the final HRA expeditiously, including regular updates on progress • Engage with the CSC on the HRA, as well as CSC-identified stakeholders • Evaluate the Risk Reduction Plan (RRP) required from Chevron expeditiously 	Involved	Air District

#	Strategy	Action	Level of Engagement	Action Implementer
16.		<p>FR 5.1: Implement Rule 6-5 Implement Rule 6-5: Particulate Emissions from Petroleum Refinery Fluidized Catalytic Cracking Units</p> <ul style="list-style-type: none"> • <i>Original language:</i> Air District to engage in negotiations to resolve litigation and implement Rule 6-5 such that compliance occurs by the originally adopted timeline specified in the Rule <p><i>2024 update:</i> Air District secured a decisive victory with respect to the litigation, entering into a settlement agreement with Chevron. FR 5.1 is now in progress via the finalized Rule 6-5 Settlement Agreement</p>	Informed	Air District
17.	Reduce Air Pollution at Home	<p>H 2.5: Reduce Exposure to Wood Burning</p> <ul style="list-style-type: none"> • 2.5.1: Evaluate opportunities to improve Air District’s Open Burning Regulation (Reg. 5) and/or Air District’s Wood Burning Devices Regulation (Rule 6-3). Initiate by the end of 2024. • 2.5.2: Offer incentives to replace wood-burning fireplaces or wood-burning fireplaces inserts with electric heat pumps. Air District will work with City of Richmond Mayor, Councilmembers, City Manager, and other City staff to update and adopt ISO. 	Informed	Air District
18.	Reduce Cancer and Chronic Health Risk from Rail Operations and Facilities	<p>M&R 4.1: Regulate Emissions Reductions from Cargo Handling Equipment Regulate Emissions Reductions from Cargo Handling Equipment</p> <ul style="list-style-type: none"> • CARB: Regulate Emissions Reductions via proposal and adoption of Amendments to CARB’s Mobile Cargo Handling Equipment Regulation, by 2025 • Air District and/or CSC: Participate in process for developing the regulation, to help ensure PTCA 	Consulted	Air District and California Air Resources Board (CARB)

#	Strategy	Action	Level of Engagement	Action Implementer
		community needs are incorporated		
19.	Truck-Attracting Businesses	<p>Mobile 1.4: Study Feasibility and Approach for a Bay Area Indirect Source (Magnet Source) Rule Air District will study feasibility and approach for a Bay Area Indirect Source (Magnet Source) Rule. Continue to track South Coast AQMD’s Indirect Source Regulations and various local ordinances, looking for opportunities to develop Bay Area specific models and regulations</p>	Consulted	Air District
20.	Resource PTCA Implementation	<p>R 1.2: Co-develop and Implement an Annual Implementation Plan</p> <p>Air District staff will co-develop with the CSC an annual PTCA Implementation Plan that prioritizes strategies and actions for implementation each year. The PTCA Implementation Plan will identify specific and appropriate Air District staff resource needs, which will help inform Air District annual budget planning and staff resource allocations.</p> <p>Additionally, on an annual basis, the Air District will report PTCA Plan implementation successes and challenges to the Board of Directors, including describing if the level of allocated staff resources was sufficient or if there were shortfalls.</p>	Involved	Air District

Appendix 2 – Year 2 Implementation Framework: *Example* Schedule for 2026

	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
Forum	Jan	Feb	March	Apr	May	June	Jul	Aug	Sept	Oct	Nov	Dec
Full CSC Meetings			<ul style="list-style-type: none"> Report Outs Compliance and Enforcement Annual Update 			<ul style="list-style-type: none"> Report Outs Legal Annual Update Mid-year reflection 			<ul style="list-style-type: none"> Report Outs Year 2 Annual Report End of Year Reflection 			<ul style="list-style-type: none"> Report Outs Regulatory Development Annual Update Year 3 Implementation Plan
CSC Standing / Ad Hoc Committees	Standing / Ad Hoc Committee 1	Standing / Ad Hoc Committee 1	Standing / Ad Hoc Committee 1	Standing / Ad Hoc Committee 1	Standing / Ad Hoc Committee 1	Standing / Ad Hoc Committee 1	Standing / Ad Hoc Committee 1	Standing / Ad Hoc Committee 1	Standing / Ad Hoc Committee 1	Standing / Ad Hoc Committee 1	Standing / Ad Hoc Committee 1	Standing / Ad Hoc Committee 1
	Standing / Ad Hoc Committee 2	Standing / Ad Hoc Committee 2	Standing / Ad Hoc Committee 2	Standing / Ad Hoc Committee 2	Standing / Ad Hoc Committee 2	Standing / Ad Hoc Committee 2	Standing / Ad Hoc Committee 2	Standing / Ad Hoc Committee 2	Standing / Ad Hoc Committee 2	Standing / Ad Hoc Committee 2	Standing / Ad Hoc Committee 2	Standing / Ad Hoc Committee 2
Air District Regional Working Groups	<ul style="list-style-type: none"> Refinery Technical Working Group Legal Enforcement Group 11-18 Settlement Agreement 	<ul style="list-style-type: none"> Legal Enforcement Group Refinery Communities Bimonthly 	<ul style="list-style-type: none"> Refinery Technical Working Group Legal Enforcement Group 	Refinery Communities Bimonthly	(TBD) Refinery Technical Working Group	Refinery Communities Bimonthly	(TBD) 11-18 Settlement Agreement Meeting	Refinery Communities Bimonthly		Refinery Communities Bimonthly		Refinery Communities Bimonthly
Topical Working Sessions	TBD: CSC Leads Recruitment Nominees Q&A	TBD: Rule 12-15 Refinery Fenceline Monitoring Rule Concepts	TBD: Flaring 101 Materials and Rule Amendments Concept Paper	TBD: Flaring Rules 12-11 and 12-12 Workshop	TBD: Rule 12-15 Refinery Fenceline Monitoring Rule Public Workshops		TBD		TBD		TBD	
Written Comms	<ul style="list-style-type: none"> EJ Updates/ other email updates Pre-reads 	<ul style="list-style-type: none"> EJ Updates/ other email updates 	<ul style="list-style-type: none"> EJ Updates/ other email updates Pre-reads 	<ul style="list-style-type: none"> EJ Updates/ other email updates 	<ul style="list-style-type: none"> EJ Updates/ other email updates 	<ul style="list-style-type: none"> EJ Updates/ other email updates Pre-reads 	<ul style="list-style-type: none"> EJ Updates/ other email updates 	<ul style="list-style-type: none"> EJ Updates/ other email updates 	<ul style="list-style-type: none"> EJ Updates/ other email updates Pre-reads 	<ul style="list-style-type: none"> EJ Updates/ other email updates Pre-reads/ Survey 	<ul style="list-style-type: none"> EJ Updates/ other email updates 	<ul style="list-style-type: none"> EJ Updates/ other email updates Pre-reads