

RICHMOND - NORTH  
RICHMOND - SAN PABLO  
COMMUNITY

PATH TO

CLEAN AIR

**Community Emissions Reduction Plan (CERP)  
Community Steering Committee (CSC)  
Special Meeting**

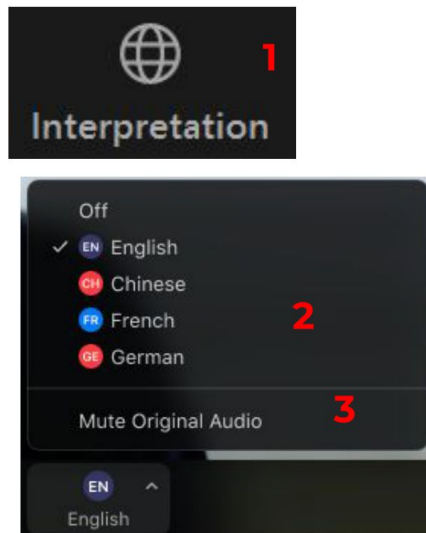
February 23, 2026

# ZOOM Interpretation Instructions

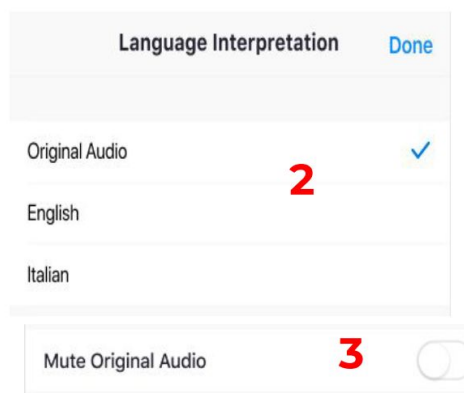
## ENGLISH

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
6:00 PM	Welcome, Meeting Logistics, Agenda
6:05 PM	Establish Governance Ad Hoc and Vote on Plan of Action (Action Item)
6:55 PM	Next Steps/Meeting Details
7:00 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 2<sup>nd</sup> motion required for a vote

# Meeting Goals

<b>Goal 1</b>	CSC members will receive a presentation outlining the purpose of establishing a Governance Ad Hoc to develop proposed Charter amendments related to CSC leadership structure and election procedures. This will be followed by a discussion and a vote on the proposed Governance Ad Hoc Plan of Action to formally establish the ad hoc.
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# Establish Governance Ad Hoc and Approve Plan of Action (Action Item)

Nancy Aguirre, CSC Lead



# Overview

## Purpose of the Governance Ad Hoc

- Address having fewer than three CSC Lead nominees, as required by the Charter
  - Section 4.3, “If there are fewer than three CSC Lead nominees, the Governance Ad Hoc will reassess the leadership structure and present solutions to be voted on by CSC members. The nominees must be confirmed by a majority vote of the CSC.”
- Develop and propose Charter amendments related to CSC leadership structure and election procedures
- Present recommended Charter amendments for a vote at the March 23 CSC meeting

# Charter Language From Section 4. CSC Leadership

4.1 CSC Leadership Committee: The Leadership Committee will be composed of three members from the CSC voting membership. Selected members are termed “Leads.”

4.3 Election of Leadership: Voting CSC members will elect three self-nominating Leads from the voting CSC membership.

If there are fewer than three CSC Lead nominees, the Governance Ad Hoc will reassess the leadership structure and present solutions to be voted on by CSC members. The nominees must be confirmed by a majority vote of the CSC.

# Charter Language From Section 14. Attendance Policy

## 14. Attendance Policy

Excused Absence: An absence is considered excused if a CSC member notifies all **three (3) Leads**...Notice must be given before 4:30 PM on the day of the scheduled CSC monthly meeting...

Unexcused Absence: An absence is considered unexcused if a CSC member does not notify **all 3 Leads** that they cannot attend the monthly CSC meeting before 4:30 PM on the day of the CSC monthly meeting and/or the Leads determine the reason does not qualify as an excused absence.

# Governance Ad Hoc Plan of Action Proposal

Review proposed Plan of Action for Charter amendments on CSC leadership structure and election procedures:

- [CSC Governance Ad Hoc Plan of Action Proposal](#)

# Request for Action

Recommend the CSC approve the proposed Governance Ad Hoc Plan of Action and create the Governance Ad Hoc to revise Charter sections 4.1, 4.3, and 14 with the following members: Ariel Xi, Jeff Kilbreth, and Marisol Cantu.

# Steering Committee Questions and Discussions

Nancy Aguirre, CSC Lead



# Public Comment

**Nancy Aguirre, CSC Lead**



# Vote

## Action Item

The CSC will vote to approve (i.e., yes, no or may abstain) the Governance Ad Hoc Plan of Action Proposal and create the Governance Ad Hoc to revise Charter sections 4.1, 4.3, and 14 with the following members: Ariel Xi, Jeff Kilbreth, and Marisol Cantu.

# Next Meeting Details and Meeting Close

Nancy Aguirre, CSC Lead

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# Next Meeting Details

- **Monday, March 23, 2026**
  - Time: 5:30-8:00 PM (Dinner starts at 5:00 PM)
  - On-site Location: Richmond HQ
    - 4114 Lakeside Dr, Richmond CA 94806 - Granada Room
  - Online: Zoom (link provided in the coming weeks)