1. Call to Order – Roll Call

Vice-Chairperson Eric Mar called the meeting to order at 9:37 a.m.

Present: Personnel Committee (Committee) Chairperson Brad Wagenknecht; Vice-Chairperson Eric Mar; and Directors Susan Adams, Carole Groom, Scott Haggerty, David Hudson and Jim Spering.

Absent: Directors Carol Klatt (resigned) and Mary Piepho.

Also Present: Board of Directors (Board) Chairperson Nate Miley.

2. Public Comment on Non-Agenda Matters: No requests received.

3. Approval of Minutes of September 22, 2014

Committee Comments: None.

Public Comments: No requests received.

Committee Action:

Director Adams made a motion, seconded by Director Spering, to approve the Minutes of September 22, 2014; and the motion carried by the following vote of the Committee:

AYES: Adams, Groom, Hudson, Mar and Spering.
NOES: None.
ABSTAIN: None.
ABSENT: Haggerty, Klatt, Piepho and Wagenknecht.

4. Discussion Regarding Advisory Council (Council) Structure for 2015

Jack Broadbent, Executive Officer/Air Pollution Control Officer (APCO), introduced the topic and Jeff McKay, Deputy APCO (DAPCO), who gave the staff presentation Discussion
Regarding Council Structure for 2015, including a summary of the recently adopted Senate Bill (SB) 1415; future Council structure and function; and next steps.

NOTED PRESENT: Committee Chairperson Wagenknecht was noted present at 9:42 a.m.

Committee Comments:

The Committee and staff discussed an example of how the Council would function, how it would receive direction and the form of the product of its efforts; concerns about politicizing the Council and efforts to do the opposite; whether the subject matter experts will be possible successors or alternates for the seven council members; concerns about the natural tension between efficiency and democracy and how best to ensure broad representation on the new Council; the possibility of staff recommending the formation of a community council in the future and the expectation that the remaining members of the current Council will be invited to apply for appointment to the same; concerns about the Council being composed of experts; the fate of the current Council as of July 2015; who will represent agriculture on the new Council; whether staff provides enough scientific expertise to negate the need for the new Council; whether the change in the Council is a result of an Air District need or to alleviate a staffing issue; concerns about the potential community council becoming an advocacy platform; acknowledgement that experts on staff are focused on the day-to-day work of the Air District and the new Council vision makes sense in conjunction with the potential community council; the possibility of Council committees that can address more focused topics; the desire to avoid a silencing of community voices as a result of this transition; the ongoing Air District challenge of finding how best to translate air quality science to policy and community action as a driving force behind this change; the importance of Board and staff direction guiding Council work but also that an opportunity exists for the Council to determine its own direction; the importance of the Council including common sense solutions as well as scientific ones; the new Council structure being one that emulates a similar model at the U.S. Environmental Protection Agency; and concerns about geographic and general diversity among the members of the new Council.

NOTED PRESENT: Board Chairperson Miley was noted present at 9:48 a.m. and Director Haggerty was noted present at 9:49 a.m.

Public Comments: No requests received.

Committee Action: None; receive and file.

5. Consider Recommending Board Approval of Incumbent Reappointments to the Air District’s Council

Jean Roggenkamp, DAPCO, delivered the staff report Consider Recommending Board of Directors Approval of Incumbent Reappointments to the Air District’s Advisory Council.

Committee Action:

Director Hudson made a motion, seconded by Director Spering, to recommend Board approval of incumbent reappointments to the Air District’s Council.
Committee Comments:

The Committee and staff discussed the nominees’ understanding of the unusual term of their proposed appointments and the attendance record of the nominees.

Public Comments: No requests received.

Committee Action (continued):

The motion carried by the following vote of the Committee:

**AYES:** Adams, Groom, Haggerty, Hudson, Mar, Miley, Spering and Wagenknecht.

**NOES:** None.

**ABSTAIN:** None.

**ABSENT:** Klatt and Piepho.

6. **Presentation of the Air District’s Administrative Code Division III Personnel Policies and Procedures – Section 2 Equal Employment Opportunity Policy (EEOP) and (2) Equal Employment Opportunity Plan**

Mr. Broadbent introduced Rex Sanders, Director of Executive and Administrative Resources, who gave the staff presentation *EEOP*, including the purpose of EEOPs; the history of the EEOP at the Air District; Air District recruitment process; and other equal employment opportunity-related provisions at the Air District.

Committee Comments:

The Committee and staff discussed whether staff conducts a diversity analysis by department and rank and, if so, the frequency of the analysis and what is done with the results; plans to offset potential mass retirements, as being experienced in local jurisdictions; why “affirmative action” was not edited out of Air District policies until 2011 when SB 209 was adopted in 1996; what features of the new processes will assure equal opportunity at promotions in a way that avoids favoritism; the Committee desire to continue discussing this aspect to better ensure all involved remain attentive to its importance; what is meant by and done with surveys of the constitution of the Bay Area; the adequacy of and flexibility relative to deadlines for the filing of discrimination complaints; what is meant by “Employers with over 150 employees” in the Air District’s EEOP; that the Human Resources Officer should be overseeing and monitoring all Air District training programs, if not doing so already; staff efforts to establish a pool of qualified candidates and experts to pull from for future recruitments, as needed; the importance of enhancing transparency whenever possible; the form and substance of employee educational opportunities; the importance of a workforce that represents the diversity of the region; and a concern about the use of the term “unwelcome sexual advances” unless borrowed from related state or federal material.

Public Comments: No requests received.

Committee Action: None; receive and file.
7. Committee Member Comments/Other Business:

Director Adams bid the Committee and staff farewell.

8. Time and Place of Next Committee Meeting: At the call of the Chairperson.

9. Adjournment: The meeting adjourned at 10:35 a.m.

/S/ Sean Gallagher
Sean Gallagher
Clerk of the Boards