

Bay Area Air Quality Management District
375 Beale Street, Suite 600
San Francisco, CA 94105
(415) 749-5073

Board of Directors Special Meeting
Wednesday, September 10, 2025

APPROVED MINUTES

*This meeting was webcast, and a video recording is available on the website of the
Bay Area Air Quality Management District at
www.baaqmd.gov/bodagendas*

CALL TO ORDER

1. **Opening Comments:** Board of Directors (Board) Chairperson, Lynda Hopkins, called the meeting to order at 10:01 a.m.

Roll Call:

Present, In-Person (Bay Area Metro Center, 375 Beale Street, Yerba Buena Room, San Francisco, CA, 94105): Chairperson Lynda Hopkins; Vice Chairperson Vicki Veenker; and Directors Dionne Adams, Brian Colbert, Noelia Corzo, Juan González III, David Haubert, Tyrone Jue, Bilal Mahmood, Gabe Quinto, Lena Tam, Shamann Walton, and Steve Young.

Present, Remote Teleconferencing Location: (Santa Rosa Junior College Campus, Doyle Library, Room 148, 1501 Mendocino Ave., Santa Rosa, CA 95401): Director Brian Barnacle.

Present, Remote Teleconferencing Location: (Office of Contra Costa County Supervisor John Gioia, Conference Room, 11780 San Pablo Ave., Suite D, El Cerrito, CA 94530): Director John Gioia.

Present, Remote Teleconferencing Location: (Solano County Administration Building, Hearing Room, 675 N. Texas Street, Fairfield, CA 94533): Director Monica Brown.

Present, Remote Teleconferencing Location: (City of San Bruno, 567 El Camino Real, Room 138, San Bruno, CA 94066): Director Rico E. Medina.

Present, Remote Teleconferencing Location: (Valley Health Foundation, Conference Room, 2400 Clove Drive, San Jose, CA 95128): Director Otto Lee.

Participated Remotely, via Zoom, under the “just cause” provision for remote participation in Section 54953(f) of the Brown Act as noted in the minutes: Council Member Ken Carlson.

**Note: When the meeting was called to order, there was not a quorum of Board members in a singular physical location, therefore, Director Carlson was not allowed to attend the*

meeting remotely under Section 54953(f). A quorum of Board members in a singular physical location (at 375 Beale Street, San Francisco) was achieved later in the meeting, during Item 3, at which point, Director Carlson joined the meeting remotely under Section 54953(f). When a quorum was lost at Beale Street, San Francisco, during Item 25, Director Carlson left the meeting.

Absent: Directors Margaret Abe-Koga, Joelle Gallagher, Sergio Lopez, Ray Mueller, Mark Salinas.

2. **PLEDGE OF ALLEGIANCE**

CLOSED SESSION (ITEMS 3 – 6) (10:05 a.m.)

Public Comments

No requests received.

3. **CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6**

Agency Designated Representatives:

Laura A. Izon, Atkinson, Andelson, Loya, Ruud & Romo

Hyacinth Hinojosa, Deputy Executive Officer of Finance and Administration

Lisa Baker, Director of Human Resources

Employee Organization: BAAQMD Employees Association

During consideration of this item in closed session, Director Mahmood arrived and joined the meeting at the Beale Street, San Francisco, meeting location, meaning that there was a quorum present in person at that location. Director Carlson was therefore able to join the closed session meeting remotely by Zoom under Section 54953(f) of the Brown Act. Director Carlson announced to those present in closed session that he was participating under the “just cause” provisions of Section 54953(f)(2)(A)(i) of the Brown Act because he had tested positive for Covid, and that there were no persons over eighteen years of age in the room with him.

Reportable Action: Alexander Crockett, General Counsel, announced that there was nothing to report.

4. **CONFERENCE WITH LEGAL COUNSEL RE EXISTING LITIGATION PURSUANT TO GOVERNMENT CODE SECTIONS 54956.9(a) AND (d)(1))**

Pursuant to Government Code Sections 54956.9(a) and (d)(1), the Board of Directors met in Closed Session with Legal Counsel to discuss the following case:

The Athletics Investment Group, LLC v. Bay Area Air Quality Management District et al., Alameda County Superior Court Case No. 22CV010930.

Reportable Action: Mr. Crockett announced that there was nothing to report.

5. **PUBLIC EMPLOYEE APPOINTMENT AND EMPLOYMENT PURSUANT TO GOVERNMENT CODE SECTION 54957(b)**

Title: Executive Officer / Air Pollution Control Officer (APCO)

CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6

Agency Designated Representatives:

Board Chair Lynda Hopkins

Irma Rodriguez Moisa, Atkinson, Andelson, Loya, Ruud & Romo

Unrepresented Employee: Executive Officer/APCO

Reportable Action: For Items 5 and 6, Hyacinth Hinojosa, Deputy Executive Officer of Finance and Administration, reported that the Board authorized Chair Hopkins to negotiate the employment contract with the Executive Officer. The Board members who voted in favor of this motion were: Adams, Barnacle, Brown, Carlson, Colbert, Corzo, Gioia, González, Haubert, Hopkins, Jue, Lee, Mahmood, Medina, Quinto, Tam, Veenker, Walton, Young. There were no “no” votes, nor any abstentions.

OPEN SESSION (11:40 a.m.)

When open session resumed, Director Carlson joined the meeting and announced in open session that he was participating under the “just cause” provisions of Section 54953(f)(2)(A)(i) of the Brown Act because he had tested positive for Covid. He stated that there were no persons over eighteen years of age in the room with him. Alexander Crockett, General Counsel, advised Director Carlson that he was required to keep his audio and video on, and Director Carlson agreed to do so.

6. **SPECIAL ORDERS OF THE DAY**

Chair Hopkins welcomed the following new employee: Breana Lee, Air Quality Specialist I, in the Engineering Division.

CONSENT CALENDAR (ITEMS 8 – 24)

Director Barnacle disclosed that he has a financial interest in Item 19 (Authorization to Execute a Professional Services Agreement with the Building Decarbonization Coalition) and Item 20 (Authorization to Execute a Participation Agreement with the Building Decarbonization Coalition for Participation in the Market Advisory Board for the California Heat Pump Partnership) because he receives a salary from the Building Decarbonization Coalition for his work with that organization, as reported on his Form 700 Statement of Economic Interests. Director Barnacle recused himself from voting on these two items, and he left the room (at the Santa Rosa Junior College remote location) for the consideration of and vote on the Consent Calendar, Items 8-24, inclusive.

7. Approval of the Draft Minutes of the Board of Directors Meeting of July 2, 2025
8. Board Communications Received from July 3, 2025, through September 9, 2025
9. Notices of Violations (NOV) Issued and Settlements in Excess of \$10,000 in the Months of June and July 2025

10. Quarterly Report of the Executive Office and Division Activities for the Months of October 2024 - December 2024 and January 2025 - March 2025
11. Authorization to Execute a Professional Services Agreement with Kadesh & Associates, LLC
12. Authorization to Enter Into a Vendor Agreement with Golden Star Technology for Cybersecurity Infrastructure
13. Authorization to Amend Contract with Atkinson, Andelson, Loya, Ruud & Romo for Human Resources/Labor Relations-related Outside Counsel Legal Services
14. Authorization to Accept Clean Cars for All Program Funds from the California Air Resources Board
[Click here to view Board Resolution No. 2025-08](#)
15. Authorization to Transfer One-Time Professional Cost Reserve Designation Funds for Building Appliance Rules Implementation Working Group Research
[Click here to view Board Resolution No. 2025-09](#)
16. Authorization to Accept Fiscal Year 2024-2025 Community Air Protection Program Implementation Funds
17. Authorization to Transfer Monies Held by the Air District for the Hilltop Commercial Condominium Association to Property Innovations
18. Authorization to Execute a Professional Services Agreement with the Building Decarbonization Coalition
19. Authorization to Execute a Participation Agreement with the Building Decarbonization Coalition for Participation in the Market Advisory Board for the California Heat Pump Partnership
20. Report of the Stationary Source Committee Meeting of July 9, 2025
21. Report of the Policy, Grants, and Technology Committee Meeting of July 16, 2025
22. Report of the Finance and Administration Committee Meeting of July 16, 2025
23. Report of the Community Advisory Council Meeting of July 17, 2025

Public Comments

No requests received.

Board Comments

None.

Board Action

Director González made a motion, seconded by Director Tam, to approve Consent Calendar Items 8 through 24, inclusive; and the motion **carried** by the following vote of the Board:

AYES: Adams, Brown, Carlson, Colbert, Corzo, Gioia, González, Haubert, Hopkins, Jue, Mahmood, Medina, Quinto, Tam, Veenker, Walton, Young.

NOES: None.

ABSTAIN: None.

ABSENT: Abe-Koga, Barnacle, Gallagher, Lee, Lopez, Mueller, Salinas.

ACTION ITEM

Director Barnacle returned for consideration of the remainder of the Agenda.

24. **PERMITTING STRATEGIES AND FISCAL YEAR ENDING 2026 MID-YEAR STAFFING AND BUDGET ADJUSTMENT**

Dr. Meredith Bauer, Deputy Executive Officer of Engineering and Compliance, introduced the following Air District staff members, who gave this presentation: Ayah Hassan, Principal Air Quality Engineer, Pamela Leong, Engineering Division Director, and Hyacinth Hinojosa, Deputy Executive Officer of Finance and Administration.

The presentation *Permitting Strategies and Fiscal Year Ending 2026 Mid-Year Staffing and Budget Adjustment*, contained the following slides: outline; recommended action; Air District Permit Process Overview: Air Quality Management Toolkit, permits help achieve clean air for all, why issue air permits, who needs a permit, evaluations informing the permitting process, permitting process overview, what can cause permitting delays, and commitment to continuous improvement; Permitting Strategies: overview, background, recap of audit findings and Corrective Action Plan, Corrective Action Plan timeline, transition to Strategic Plan, Strategic Plan Goal 4: Be Effective, Accountable, and Customer-Oriented, progress made, completed actions, application tracking – who has it, permit application tracking (with applicant), application history and status for the facility, application dashboard, recent metrics (in versus out, applications completed, Health Risk Assessments (HRA) in queue, timeliness for completed permit applications), progress made, backlog reduction timeline (properly resourced), next steps, and near-term actions; and Mid-Year Budget Request for Permitting Resources: permanent staff needed to fully support the Air District Permit Program, temporary staff needed for surge capacity to address permit backlog and vacancies, other staffing adjustments, Engineering Division organizational updates, contracts to support acceleration of permit strategies, strengthening leadership and permitting operations improvements, Executive Office current and proposed structures, financial impact (ongoing new full-time equivalent (FTE) on General Fund Reserves, financial impact (ongoing new FTE and limited-term contract employee (LTCE) on General Fund Reserves, proposed staffing adjustments, and recommended action.

Public Comments

Public comments were given by Gus Flores, United Contractors; Tamiko Endow, an Air District Employee who provided comments in her personal capacity; Suzanne Seivright-Sutherland, California Construction and Industrial Materials Association; Patrick Messac, Air District Community Advisory Council; Jan Warren, Interfaith Climate Action Network of Contra Costa County; Russell Snyder, California Asphalt Pavement Association; Peter Okurowski, California Council for Environmental and Economic Balance; and Tresten Keys, Associated General Contractors of California.

Board Comments

The Board and Air District staff discussed the request for a Board ad hoc committee that works with industry for the next 12 months to address permitting efficiency, and the additional request that community also be included in such meetings; types of stakeholders/entities that wish to be, or should be, involved in the Air District's permitting process; whether system dashboard notifications will include deadlines and timelines; whether an "account manager", or dedicated staff that can be contacted, is assigned to each permit application; how the Air District ensures that staff is following the Air District's Permit Handbook, and when the Permit Handbook was last updated; concerns that the Air District's permitting backlog is holding up new projects that will bring health benefits; the observation that hiring temporary employees is critical to overcoming the

permitting backlog; whether Artificial Intelligence could be deployed within the permitting system, to streamline processes (such as processing HRA); the Air District's piloting of facility-funded positions; reclassification of positions to align with operational priorities, and the challenges of avoiding the creation of power triangles; the observation that metrics are showing progress, and the request that the Air District monitors data regarding applications that are not moving forward (stuck); ways in which the Air District plans make further refinements in metrics; the fact that new Full-Time Equivalent staff would be affected by cost recovery in an uncertain economy, and potential outcomes that may occur if another downturn were to occur.

At 12:38 p.m., Director Carlson left the meeting, as a quorum of Board members in a singular physical location was lost, and he was no longer able to attend remotely under the "just cause" provisions of the Brown Act.

Board Action

Director Brown made a motion, seconded by Director Quinto, to do the following:

1. Authorize the use of \$6.6 million in undesignated reserves to fund mid-year staffing for:
 - a. 29 new positions (15 Full-Time Equivalents (FTE) and 14 Limited Term Contract Equivalents (LTCE)) and 7 reclassifications to support the Permitting Backlog Reduction Plan and to enhance agency-wide coordination; accelerate performance improvements; and,
 - b. Pre-fund two facility-funded Limited Term Contract Equivalent positions, previously approved in the Fiscal Year 2026 Budget to initiate the pilot program.
2. Authorize and fund \$1.1 million for one-time Professional Services to support the Permitting Backlog Reduction Plan.
3. Approve amendments to Appendix F: Staffing Authorization of the Fiscal Year 2025-2026 Budget to:
 - a. correct two position classifications in the Compliance and Enforcement Division from Principal Air Quality Engineers to Principal Air Quality Specialists; and,
 - b. update the classification of the Principal Deputy Executive Officer (Chief Operating Officer); and,
 - c. include the 29 new positions (15 FTE and 14 LTCE) and 7 reclassifications to support the Permitting Backlog Reduction Plan.

The motion **carried** by the following vote of the Board:

AYES:	Adams, Barnacle, Brown, Colbert, Gioia, González, Haubert, Hopkins, Jue, Medina, Quinto, Tam, Veenker, Young.
NOES:	None.
ABSTAIN:	None.
ABSENT:	Abe-Koga, Carlson, Corzo, Lee, Gallagher, Lopez, Mahmood, Mueller, Salinas, Walton.

At this time, Chair Hopkins took a poll of the Board members in attendance, to see which would be interested in serving on an ad hoc committee to address permitting efficiency. Those who raised their hands were Directors Haubert, Adams, Quinto, and González.

OTHER BUSINESS

26. PUBLIC COMMENT ON NON-AGENDA MATTERS

Public comments were given by Patrick Messac, Air District's Community Advisory Council; and Stephen Golub, Benicia resident.

At this time, a quorum of Board members (in any location) was lost, and the meeting was forced to adjourn. Items 27, 28, and 29 did not occur.

27. BOARD MEMBER COMMENTS

28. REPORT OF THE EXECUTIVE OFFICER / APCO

29. CHAIRPERSON'S REPORT

30. TIME AND PLACE OF NEXT MEETING

Wednesday, October 1, 2025, at 10:00 a.m. at 375 Beale Street, San Francisco, CA 94105. The meeting will be in-person for the Board of Directors members and members of the public will be able to either join in-person or via webcast.

31. ADJOURNMENT

The meeting was adjourned at 1:44 p.m.

/s/ Marcy Hiratzka

Marcy Hiratzka
Clerk of the Boards