

MEMORANDUM

November 24, 2020

TO: Bay Area Air Quality Management District

FR: MIG, Inc.

RE: Summary of November 17, 2020 Path to Clean Air in Richmond-San Pablo Community Design Team Meeting

The Bay Area Air Quality Management District (Air District) is partnering with the Richmond-San Pablo Area to develop a Community Emissions Reduction Plan (CERP) through the state of California's [Community Air Protection Program](#), also known as Assembly Bill 617 (AB 617). Community engagement is critical to the development of the CERP to ensure a community-driven plan that reflects the community's values, needs and preferences.

In February 2020, the Air District formed a CERP Community Design Team (CDT) to develop an organizational and decision-making framework for the CERP Steering Committee. The CDT is made up of representatives from local community-based organizations, community groups and people who live in the community. There are no government or industry representatives on this team. The CDT will: develop draft criteria for CERP Steering Committee membership and possibly the CERP Co-Lead Team; provide specific nominations for the Steering Committee; draft a charter, partnership agreement, and conflict of interest and financial disclosure as needed; and help convene the Steering Committee.

On Tuesday, November 17, 2020, the CDT met for the eighth time. Following guidance from the Contra Costa health department regarding public gatherings and Covid-19, the CDT held its eighth meeting virtually using online video conferencing. The meeting agenda, presentation materials and transcript are available in the Appendix. Jamillah Jordan of MIG provided meeting facilitation and ensured that key agreements and discussion topics were documented. The following sections provide a high-level overview of the key discussion points and action items based on the meeting agenda.

Table 1: CERP Community Design Team Roll Call on 11/17/2020

CERP Design Team Member Name	Organization	CERP Design Team Members in Attendance on 11/17/20
Oscar Garcia	Iron Triangle Neighborhood Council	Present
Janis Hashe	Lives in Richmond	Present
Matt Holmes	Groundwork Richmond	Present
Linda Jackson-Whitmore	Santa Fe Neighborhood Council	Present
Janet Johnson	Sunflower Alliance	Present
Randy Joseph	Lives in Richmond	Present
Dr. Naama Raz-Yaseef	Lives in Richmond	Absent*
Willie Robinson	NAACP: Richmond Branch	Present
Andres Soto	Communities for a Better Environment	Present
Julie Walsh	No Coal in Richmond	Present

*Dr. Naama Raz-Yaseef notified the group in advance that she would be unable to attend the eighth CDT meeting and asked to vote before the meeting by email. The CDT voted to allow Dr. Raz-Yaseef to vote by email, with five yes votes, three no votes and zero abstentions.

I. Welcome and Introductions

Jamillah Jordan of MIG welcomed meeting participants and introduced Veronica Eady of the Air District. Ms. Eady provided opening remarks. Kristen Law of the Air District introduced Kevin Olp, who will be taking on the role of primary community engagement lead for the CERP process. Following introductions, Ms. Jordan reviewed virtual participation guidelines and the meeting agenda, and took a moment to celebrate the CDT approval of the Conflict of Interest and Financial Disclosure form and Steering Committee Application. The Steering Committee Application and Conflict of Interest and Financial Disclosure form was released on November 12, 2020 and is due on December 12, 2020. These documents can be accessed [here](#).

II. Brown Act: Questions, Discussion, and Decision

Greg Nudd of the Air District presented information on the Brown Act and responded to questions asked by CDT members. As requested by CDT members, each CDT member was allotted three minutes speaking time before voting. The CDT took a verbal, roll call vote on whether they were ready to vote to recommend the CERP Steering Committee be a Brown Act Committee. Nine CDT members voted yes, and one member voted no.

The CDT took a second verbal, roll call vote on whether they recommend the CERP Steering Committee be a Brown Act Committee. Six members voted yes, and four members voted no. The transcript of this discussion is available in the Appendix.

III. Discussion: Equity, Access & Inclusion Board Committee on Steering Committee Composition

Mr. Nudd invited CDT members to attend the Equity, Access and Inclusion Committee Discussion on December 14, 2020. Each CDT member was allotted two minutes speaking time to comment and ask questions. This discussion is transcribed in the Appendix.

IV. Discussion: Richmond-North Richmond-San Pablo AB 617 Budget

Mr. Nudd presented the Air District's budget for the CERP process. Each CDT member was allotted two minutes speaking time to comment and ask questions. CDT comments are transcribed in the Appendix.

V. Public Comments

Members of the public were provided the opportunity to make comments for up to three minutes, following the protocol established at the Air District Board of Directors meetings. Members of the public declined to speak at this time.

VI. Next Steps

The ninth CDT meeting will take place virtually via video conferencing on Tuesday, December 8th, 2020 from 6:00 to 8:00 pm.