

Bay Area Air Quality Management District
375 Beale Street, Suite 600
San Francisco, CA 94105

DRAFT MINUTES

Richmond – No. Richmond – San Pablo Community Emissions Reduction Plan Community Steering Committee

August 28, 2023, 5:30 P.M

1. CALL TO ORDER - ROLL CALL

Air District Staff Member Karissa White called the meeting to order on behalf of the Richmond – No. Richmond – San Pablo Community Emissions Reduction Plan Community Steering Committee (CSC or Committee) Co-Chairs Alfredo Angulo-Castro and Y’Anad Burrell called the meeting to order at 5:34pm

Present: Co-Chair Alfredo Rafael Angulo-Castro, Co-Chair Y’Anad Burrell, Nancy Aguirre, Lucia Castello, Suzanne Coffee, Michelle Gomez Garcia, Lizbeth Ibarra, Jeffrey Kilbreth, Dr. Omoniyi Omotoso, Jessica Range, Simren Sandhu, Dave Severy, Heidi Swillinger, Sandra Castañeda (non-voting), Roberta Feliciano (non-voting), Hakim Johnson (non-voting), Michael Kent (non-voting), BK White (non-voting)

Absent: Marisol Cantú, Dr. Darlena David, Kevin Ruano Hernandez

Also Present: Air District Staff, Karissa White, Kate Hoag, Diana Ruiz, Kelly Malinowski, Stephen Reid, Wendy Goodfriend, Dan Alrick, Almira Van, Elizabeth Yura, Laura C. Cackette, Marcia Raymond, Samuel Garcia, Veronica Eady, MIG staff, Bridget Brown, Joey Nielsen; Interpreter Norma Herrera; Members of the Public, Frank Ungo, Joshua Abraham, Stephanie Wright, Suma Peesapati

2. PUBLIC MEETING PROCEDURE

00:07:50

Co-Chair Alfredo Angulo-Castro described the meeting format and procedures

Public Comments

None.

3. **APPROVAL OF THE MINUTES OF JULY 24, 2023**

00:10:00

The Committee reviewed the meeting agenda and approved the July 24, 2023, Meeting Minutes with edits in a show of hands vote.

Committee Action

Co-Chair Alfredo Angulo-Castro made a motion, seconded by Committee Member Aguirre to approve the minutes of the July 24, 2023 meeting. The motion carried by the following vote of the Committee:

AYES: Co-Chairs Alfredo Rafael Angulo-Castro and Y’Anad Burrell, Simren Sandhu, Lucia Castello, Lisbeth Ibarra, Heidi Swillinger, Michelle Gomez Garcia, Dr. Omoniyi Omotoso, Suzanne Coffee, Dave Severy, Nancy Aguirre, Jeff Kilbreth

NOES: None.

ABSTAIN: Jessica Range, Sandra Castaneda (non-voting)

ABSENT: Marisol Cantú, Dr. Darlena David, Kevin Ruano Hernandez

Public Comments

None.

4. **AD HOC UPDATES**

00:14:58

The Path to Clean Air Steering Committee and the public received updates on the active Ad Hoc working groups.

Committee Comment

Committee Member Dr. Omotoso reported that the Problems to Solutions Ad Hoc had met with BAAQMD Ad Hoc Director, Dr. Phil Fine, to discuss strategies concerning staffing. The Problems to Solutions Ad Hoc and BAAQMD Ad Hoc Director, Dr. Phil Fine, came up with a framework prioritizing the staffing that was provided to carry out AB617 and reported it was a success. Dr. Omotoso also reported that the Problems to Solutions Ad Hoc was able to meet with one of the BAAQMD lawyers about the Chemtrade Settlement that took place a month ago and reported that there should be upcoming public hearings about how the money from the settlement can be invested in the community. Additionally, Dr. Omotoso provided an update on the strategy groupings for the CSC Review Teams.

Committee Member Aguirre reminded the Committee that applications are still being accepted to join the CSC and for committee members to send applications to their networks. She reviewed the process for recommending candidates to the CSC and proceeded to provide a Request for Action from the Governance Ad Hoc Committee to accept candidates Stephanie Wright and Franklin Ungo as voting members of the Path to Clean Air Steering Committee. She provided an

overview of the process and criteria for scoring interviews and reviewed the bios and qualifications for each of the recommended candidates. Committee Member Aguirre welcomed Franklin Ungo for an opportunity to speak in front of the CSC.

Committee Member Aguirre reported that Franklin Ungo joined one of the refinery subcommittee meetings and that it was informative to hear the workers perspectives to help understand some of the holes missing on the Committee.

Committee Member Johnson asked about the number of industry representatives that the CSC would have with Franklin Ungo joining the committee. Co-Chair Angulo-Castro responded noting that there are two industry representatives on the committee and that Franklin Ungo was joining the committee as a community member, therefore the number of industry representatives would not change.

Committee Member Johnson asked if there were other industry employees that were interested in joining the committee if they would be viewed as non-industry members? Co-Chair Angulo-Castro responded indicating that applications are still open for industry members, but since Franklin Ungo was not an official representative of his industry, he would only be joining as a community member.

Public Comment

None.

Committee Action

Co-Chair Alfredo Angulo-Castro made a motion, seconded by Committee Member Dr. Omotoso, to accept Stephanie Wright and Franklin Ungo as voting members of the Path to Clean Air Steering Committee. The motion carried by the following vote of the Committee:

AYES: Co-Chair Alfredo Rafael Angulo-Castro, Suzanne Coffee, Jessica Range, Heidi Swillinger, Nancy Aguirre, Simren Sandhu, Dave Severy, Lucia Castello, Michelle Gomez Garcia, Lizbeth Ibarra, Jeff Kilbreth, Dr. Omoniyi Omotoso

NOES: None.

ABSTAIN: Co-Chair Y’Anad Burrell, Sandra Castaneda (non-voting)

ABSENT: Marisol Cantú, Dr. Darlena David, Kevin Ruano Hernandez

5. **PRESENTATION ON THE COMMUNITY ENGAGEMENT AND OUTREACH STEERING COMMITTEE**

00:29:42

The Committee and the public received an update on the Community Engagement and Outreach Steering Committee from Committee Member Severy.

Committee Comments

Committee Member Severy provided an overview of the Community Engagement and Outreach Standing Committee including the kick off meeting on August 11, 2023, when the committee meets and its members, and the draft Outreach and Engagement Work Plan. He reported that the draft Outreach and Engagement Work Plan included three tasks: Task 1 included finalizing a library of outreach materials that would be most relevant to the committee; Task 2 included confirming three objectives for building awareness of CERP in the initial phase of outreach; and Task 3 included promoting the public review of the draft CERP.

Committee Member Severy reminded committee members of a survey that was sent out over the summer asking about groups and organizations that members had relationships with and for key points of contact. He indicated that the list of community groups and organizations would be shared with the committee and asked for members who would be willing to reach out to contacts. Committee Member Severy then reminded committee members to continue adding groups to the list.

Co-Chair Burrell asked about the request to present on September 4th and whether that was a definitive date or if more context could be provided regarding the date identified. Committee Member Severy responded noting that the September 4th date was chosen as a date to reach out to people at the beginning of September before people's plates get full going into the school year and other holidays.

Air District Staff Diana Ruiz responded indicating that the date was meant as a first touch point because it may take two or three emails to reach contacts, especially if there are not preexisting relationships with the individuals on the list. The September 4th date was preliminary to begin outreach to ensure there was enough time for follow-up recognizing that it may take multiple touch points before a meeting date could be secured.

Public Comments

None.

6. CERP GOALS UPDATE

00:41:35

The Path to Clean Air Steering Committee and the public received a presentation on the CERP goals from Co-Chair Alfredo Angulo-Castro.

Committee Comments

None.

Public Comments

None.

7. CSC STRATEGY REVIEW TEAMS AND CERP TIMELINE UPDATE

00:45:33

The Committee and the public received a presentation from BAAQMD Staff Member Wendy Goodfriend on the CSC Review Teams and CERP Timeline Update.

Committee Comments

Committee Member Castello asked if the current plan was for the CSC to dissolve after the adoption of the CERP or if that would be something that the committee would need to discuss at a future date. BAAQMD Staff Member Wendy Goodfriend replied that other committees across the state who have adopted their plan have continued to operate and transitioned into an implementation committee. She mentioned that the transition was something that had been discussed by the Problems to Solutions Committee, but that a longer conversation would be needed. Wendy Goodfriend suggested that the CSC follow the path of other committees across the state and convert into an implementation committee once the CERP is adopted.

BAAQMD Staff Member Wendy Goodfriend also mentioned that if committee members were done with the process after adoption of the CERP they would be able to step off the committee as there is a strong recruitment process and way to add new members to the implementation steering committee. She also reiterated that the implementation steering committee would have to make decisions on the frequency of meetings and if the committee would break into smaller subcommittees, which she noted has been effective in other committees across the state. Wendy Goodfriend reported that there would be a lot of work to be done after adoption of the CERP so the goal would be to maintain a committee structure and for BAAQMD staff to continue to work with the committee during the first five years after implementation.

Committee Member Castello asked how time sensitive the direction of the CSC would be and if that was something that needed to be included in the CERP as it is being reviewed. BAAQMD Staff Member Wendy Goodfriend responded that committee members were free to change their minds on what would work best for implementation.

Public Comment

None.

8. ENVIRONMENTAL JUSTICE UPDATES

00:58:58

The Path to Clean Air Steering Committee and the public will share and receive Environmental Justice updates.

Committee Comments

None.

Public Comments

None.

9. TIME AND PLACE OF NEXT MEETING

00:59:41

Monday, September 25, 2023, at 5:30 p.m., Zoom Video Conferencing, at 5:30 p.m.

Zoom Log In: <https://us06web.zoom.us/j/2089125017336>

Meeting ID: 891 2501 7336

10. COMMITTEE MEMBER COMMENTS

01:00:28

Any member of the Committee, or its staff, on his or her initiative or in response to questions posed by the public, may: ask a question for clarification, make a brief announcement or report on his or her activities, and provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter or take action to direct staff to place a matter of business on a future agenda. (Gov't Code § 54954.2)

Committee Comments

BAAQMD Staff Member Karissa White provided a reminder to the CSC members about an email that had been sent with self-tracking for the stipends. She asked CSC members to enter their hours by Friday September 1, 2023, in the self-tracking sheet for the stipends to ensure they are processed timely.

Committee Member Swillinger mentioned that all the steering members have heard they need more help with community engagement to spread awareness on the plan when the time comes in November. She reiterated that any work done on the Community Engagement Subcommittee to get the word out to the public about the report is paid work.

Co-Chair Angulo-Castro reminded CSC members that they do not need to track hours for the Path to Clean Air Community Steering Committee meetings.

Committee Member Castello asked about a discussion that was had during a Fuel Refinement Ad-hoc meeting regarding the formatting of the final report and the accessibility of the report to the public. She asked if it would be possible to make the final report more accessible with graphics and visuals. Committee Member Castello asked where the conversation surrounding the accessibility of the report and what is possible could be discussed within the CSC. BAAQMD Staff Member Wendy Goodfriend responded that the Committee is getting ready to move into document production and that there is currently a Word document format with a basic layout. She suggested the Community Engagement and Outreach Subcommittee could assist with the development of collateral materials and visuals for the report. Wendy mentioned that there would need to be some work done to develop collateral and visuals to go with the report and make it more digestible for readers. BAAQMD Staff Member Wendy Goodfriend reported that other forms of accessibility for the final report such as web accessibility and translation are being developed by a contractor to ensure the final report is accessible. She mentioned that anyone who would be interested in helping produce the CERP document or produce collateral would be welcomed and that would most likely come after the first round of public review.

Committee Member Swillinger mentioned that anyone interested in participating in the Community Engagement Subcommittee would be welcome as the committee is brand new. She asked Co-Chair Angulo-Castro who CSC members should contact if they were interested in joining the Community Engagement Subcommittee. Co-Chair Angulo-Castro responded noting that Committee Members Aguirre and Severy would be the members to reach out to for anyone interested in joining the Community Engagement Subcommittee. Committee Member Aguirre confirmed that members could reach out to herself or Committee Member Severy.

Committee Member Swillinger asked how members should reach out if they were interested in joining the Community Engagement Subcommittee. Committee Member Aguirre responded indicating that email would be the best way to reach out. She also clarified that the Community Engagement Subcommittee is the first group of people coming together to get their training to move the information forward to all stakeholders within the community, government agencies, and anyone else who the CSC would want to look at the plan and elicit information, feedback, and public comment. Committee Member Aguirre reported that the Community Engagement Subcommittee would be the first ones to be trained to bring the comments and feedback to the whole CSC and inform the broader group on methods for reaching out to their community networks on what the plan is about. She reiterated that the subcommittee would not be the only ones who would be going out to the public and it would not be the only chance that CSC members will have to review the report and participate in the process.

Public Comments

None.

11. PUBLIC COMMENTS ON NON-AGENDA MATTERS

01:12:18

Pursuant to Government Code Section 54954.3

Members of the public who wish to speak on matters not on the agenda for the meeting will have two minutes each to address the Committee.

Public Comment

None.

12. ADJOURNMENT

The Committee meeting was adjourned by Co-Chair Angulo-Castro at 6:46 pm.

MIG Consulting