

RICHMOND - NORTH
RICHMOND - SAN PABLO
COMMUNITY

PATH TO

CLEAN AIR

**Community Emissions Reduction Plan (CERP)
Community Steering Committee Meeting #39**

December 9, 2024

Welcome

Dr. Niyi Omotoso, CSC Lead

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Agenda

TIME	TOPIC
5:30 PM	Welcome, Meeting Logistics, Agenda
5:40 PM	Approval of Meeting Minutes from October 28, 2024 (Action Item)
5:45 PM	CSC Level of Engagement Review
6:05 PM	Breakout Activity - Rank Level of Engagement for Actions
6:45 PM	Break
6:55 PM	CSC Leads Ongoing Updates
7:05 PM	Recruitment Plan Ad Hoc Updates and Asks
7:15 PM	Next Steps/Meeting Details
7:20 PM	Public Comment on Non-Agenda Item Matters and Meeting Close-Out

Tips for Participants for a Successful Hybrid Meeting

- **Raise your hand** to speak, physically or virtually
- **Say your name before speaking** so that virtual participants know who is speaking
- **Speak one at a time** – overlapping conversations are difficult for online participants to hear
- **Mute microphone** unless speaking to minimize background noise
- **Avoid side conversations** or other background noise
- **Share video** if you are joining virtually so we can stay visually connected
- **Technology happens** – please be flexible and patient
- **Use the zoom chat or raised hand function** if unable to hear participants

Path To Clean Air Meeting Agreements

Member expectations:

- **One mic, one voice:** If in person, raise your hand to speak. If on Zoom, use Raised Hand function under Reactions at the bottom of your screen
- Be respectful and open to other points of view
- Review all materials prior to the meeting
- Take care of yourself (Stretch, drink water and breathe)
- ‘Popcorning’ or passing the mic method will be used to encourage participation amongst quieter CSC members





Meeting procedures:

- Begin each meeting by taking roll call to establish a quorum
- Use the Progress Stack approach to ensure process is inclusive
- Ask for public comment before taking any action
- Any member can make a motion which then has to be seconded by another member
- Facilitating Lead adjourns

Meeting Goals

Goal 1	Approve the October 28, 2024 Meeting Minutes
Goal 2	CSC Members will receive a presentation on CSC Level of Engagement Review
Goal 3	CSC Members will convene in a breakout activity and rank the level of engagement for the actions identified in Year One Implementation Plan
Goal 4	CSC Members will receive ongoing updates from the Leads
Goal 5	CSC Members will receive updates from the Recruitment Ad Hoc

Where are We Today?

		2024									
Phase	Work Product	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
 SCOPE AND ORGANIZE PARTNERSHIP WITH COMMUNITY	Steering Committee (CSC)										
	Leadership Committee										
	Subcommittees (Ad Hoc or Standing)										
 COMMUNITY OUTREACH	Community Education										
	Community Outreach										
	Community Engagement										
 PLAN REVIEW & ADOPT	Plan Adoption - CSC	☑									
	Plan Adoption - BAAQMD			☑							
	Plan Adoption - CARB									☑	
	Translate Final Plan					☑					
 IMPLEMENT SHARED COMMITMENT TO ACTION	Pre-Implementation										
	Implementation Plan										
	Implementation Activities								☑		
	Annual Progress Report										

☑ Major Milestone

Approval of October 28, 2024 Meeting Minutes

Dr. Niyi Omotoso, CSC Lead



Steering Committee Questions and Discussions

Dr. Niyi Omotoso, CSC Lead



Public Comment

Dr. Niyi Omotoso, CSC Lead



CSC Level of Engagement Review

Dr. Niyi Omotoso, CSC Lead



IAP2 Spectrum of Public Participation

IAP2's Spectrum of Public Participation was designed to assist with the selection of the level of participation that defines the public's role in any public participation process. The Spectrum is used internationally, and it is found in public participation plans around the world.

INCREASING IMPACT ON THE DECISION

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

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Spectrum of public participation (IAP2, 2019): https://www.cdn.ymaws.com/www.iap2.org/resource/resmgr/pillars/Spectrum_8.5x11_Print.pdf

Level of Engagement Chart

CSC Participation	Informed	Consulted	Involved
Framework	The Air District will keep the CSC informed.	The Air District will keep the CSC informed, listen to and acknowledge the concerns of the CSC and the community, and provide feedback on how the CSC input influenced the decision.	With the support of the Air District, the CSC will work directly with the community throughout the process to ensure that community concerns and input are consistently understood and considered.
Action Plan	The Air District will email us 15 days before an event or as soon as they become aware of any event, workshop, and/or public meeting that will impact our CERP.	The Air District will inform, present, and have a Q&A, take back CSC feedback regarding CERP strategies/actions, and share how our CSC’s feedback was incorporated.	Two CSC members will work with Air District staff throughout the process of implementing a strategy/action and bring back to the CSC how the CSC’s voice/concerns impacted the implementation outcome.
CSC Participation	CSC Members can join this meeting to make public comments, give feedback, or engage in ways that help move the CERP plan forward.	CSC members will actively give feedback, ask questions, and engage the community to join CSC Monthly Meetings or other Air District Meetings related to the actions.	Two CSC members will serve as representatives at workshops, meetings, town halls, or public meetings and report back during CSC meetings.



Steering Committee Questions and Discussions

Dr. Niyi Omotoso, CSC Lead



Public Comment

Dr. Niyi Omotoso, CSC Lead



Breakout Activity - Rank Level of Engagement for Actions

Dr. Niyi Omotoso, CSC Lead

Marisol Cantú, CSC Lead



Breakout Activity Overview

Activity Format:

- As a group, walk through the one-page document to discuss level of engagement for actions
- Breakout into 2 groups for discussion (virtual and in person)
- Report out from each group
- Rank and align on the level of engagement

Breakout Activity

Leads reviewed the actions starting in the Year One Implementation Plan and recommended CSC level of engagement as shown in the pre-read

Guided Questions (25 min):

- Which actions are you aligned with on the recommended level of engagement? (We can move these aside)
- Let's focus on the other ones. What is the reasoning behind changing our level of engagement for this action? We need to keep in mind if elevated to involve, we need at least 2 volunteer CSC members to make that decision. Otherwise, CSC members can be involved as individual community members.

Report Out

Report Out (5 min):

- Each group will report what was discussed

Align as a CSC (10 min):

- Confirm alignment with Leads' recommendations for each action
- Discuss and seek alignment on any changes to recommendations as a group

Steering Committee Questions and Discussions

Dr. Niyi Omotoso, CSC Lead



Public Comment

Dr. Niyi Omotoso, CSC Lead



Break (10 minutes)

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CSC Leads Ongoing Updates

Nancy Aguirre, CSC Lead



Ongoing Updates from Leads

- **Progressive Stack Approach for Volunteer/Participation Opportunities**
 - If external agencies reach out requesting CSC members to volunteer or participate in a study, meeting, event, etc. please communicate with the CSC Leads
 - (i.e. UCSF Climate and Community Stakeholder Group)
 - CSC Leads will announce these opportunities, interested members will be selected accordingly using progressive stack
- **1:1 CSC Member Meetings**
 - Completed with most members and working on implementing feedback going forward
- **Air District Meeting with External Agencies as part of Implementation**
 - CSC to be kept informed and involved

Ongoing Updates from Leads

- **Leads Meeting with Arsenio Makata**
 - Met on November 18, 2024
- **Contingency Plan for CSC Meeting Logistics**
 - Ensure equity and public participation amongst all CSC members in a hybrid meeting space
 - If 60% or more of RSVPs are for virtual attendance, the meeting will be fully virtual
- **Community Gathering Holiday Party Poll Results**
 - Friday, 12/13 4:00-6:00 PM
 - La Strada, 2215 Church Lane, San Pablo, CA 94806

Steering Committee Questions and Discussions

Nancy Aguirre, CSC Lead



Public Comment

Nancy Aguirre, CSC Lead



Recruitment Plan Ad Hoc Updates + Asks

Dr. Niyi Omotoso, CSC Lead



Recruitment Plan Ad Hoc Updates + Asks

Updates

- Ad Hoc Met on 11/12 and 11/25
- Upcoming: January meeting (TBC)
- Built out outreach materials including CSC Overview presentation and recruitment email template
- Reviewed outreach materials that will be shared on Air District social media channels

Asks

- Send recruitment email to your contacts who may be interested in applying
- Request your contacts to subscribe to the PTCA email list
- Share flyer and Air District social media channels (Applications goes live on January 6, 2025)
- Connect with the Leads and Ad Hoc if you know of organizations, events, or meetings where we can do recruitment

Steering Committee Questions and Discussions

Dr. Niyi Omotoso, CSC Lead



Public Comment

Dr. Niyi Omotoso, CSC Lead



Next Meeting Details and Next Steps

Dr. Niyi Omotoso, CSC Lead



Next Steps and January Meeting

- **January 27, 2025**
 - Time: 5:30 - 7:30 PM
 - On-site Location: Richmond HQE
 - 4114 Lakeside Dr., Richmond CA 94806
 - Online: Zoom (link provided in the coming weeks)

Public Comment on Non-Agenda Matters

Dr. Niyi Omotoso, CSC Lead

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