

Bay Area Air Quality Management District
939 Ellis Street
San Francisco, California 94109
(415) 749-5073

APPROVED MINUTES

Summary of Board of Directors
Executive Committee Meeting
Monday, October 20, 2014

1. Call to Order – Roll Call

Vice-Chairperson Carole Groom called the meeting to order at 9:33 a.m.

Present: Chairperson Nate Miley; Vice-Chairperson Carole Groom; and Directors Tom Bates, John Gioia, Scott Haggerty, Ash Kalra, Mary Piepho and Brad Wagenknecht.

Absent: Director Mark Ross.

Also Present: None.

2. Bay Area Commuter Benefits Program Implementation (Out of Order Agenda Item #4)

Wayne Kino, Director of Compliance and Enforcement, gave the staff presentation *Area Commuter Benefits Program Implementation*, including background and overview; applicability; program requirements; the four commuter benefit options; implementation strategy; registration results and implementation experience to date; compliance issues; select Option 4 proposals; and next steps.

NOTED PRESENT: Director Piepho was noted present at 9:45 a.m.

Executive Committee (Committee) Comments: None.

Public Comments: No requests received.

Committee Action: None; receive and file.

3. Joint Policy Committee (JPC) Update (Out of Order Agenda Item #5)

Allison Brooks, Executive Director, JPC, gave an update on some of the JPC's recent work, including regional agency collaboration relative to the CalEnviroScreen tool for the distribution of cap-and-trade revenue; the staff draft of the healthy infill guidelines; an overview of a recent workshop attended by regional collaboratives working to address climate change; and an update on organizational planning.

NOTED PRESENT: Director Kalra was noted present at 9:49 a.m.

Committee Comments:

The Committee, staff and Ms. Brooks discussed the state of discussions and deliberations regarding CalEnviroScreen use to distribute cap-and-trade revenue.

Public Comments: No requests received.

Committee Action: None; receive and file.

4. Update on the My Air Online Program – Online Permitting System (Out of Order Agenda Item #6)

Damian Breen, Deputy Air Pollution Control Officer, introduced the topic and Jaime Williams, Information Technology Officer, who gave the staff presentation *My Air Online Program Update*, including program goal, structure and roadmap; a summary of the public website status; website design samples; public data access status; conceptual demo; permitting and compliance systems status; public pilot; and permitting and compliance system next steps.

NOTED PRESENT: Chairperson Miley and Director Haggerty were noted present at 9:59 a.m.

The Committee and staff discussed, at slide 6, *New Website Design Samples*, the executive summary concept being applied to Air District work product and integrated with existing website content for those users seeking basic information quickly.

Mr. Williams continued the presentation.

The Committee and staff discussed, at slide 8, *Conceptual Demo*, the scale and scope of information that may be included in the publically available interactive maps.

Mr. Williams concluded the presentation.

Committee Comments:

The Committee and staff discussed how online public complaints will be received and processed by Air District staff; perceived improvements through the new website design; the vision for the Air District's mobile software applications; whether data are or will be open source; expectations for use of the permitting and compliance system one year from now; expected timeline for completion of the majority of the project; expected financial savings and institutional efficiencies expected to result from implementation; whether personnel savings are expected; the importance of avoiding the use of jargon, lingo and acronyms in constructing the public-facing components.

Public Comments: No requests received.

Committee Action: None; receive and file.

5. Approval of the Minutes of July 21, 2014 (Out of Order Agenda Item #3)

Committee Comments: None.

Public Comments: No requests received.

Committee Action:

Director Piepho made a motion, seconded by Director Groom, to approve the minutes of July 21, 2014; and the motion carried by the following vote of the Committee:

AYES: Bates, Gioia, Groom, Haggerty, Kalra, Miley, Piepho and Wagenknecht.

NOES: None.

ABSTAIN: None.

ABSENT: Ross.

6. Discussion of Webcasting for Committee Meetings (Out of Order Agenda Item #7)

Jack Broadbent, Executive Officer/Air Pollution Control Officer, introduced the topic and Rex Sanders, Director of Executive and Administrative Resources, who gave the staff presentation *Webcasting for Committee Meetings*, including background; options and considerations for webcasting committee meetings; and 375 Beale Street.

Committee Comments:

The Committee and staff discussed current webcasting practices; costs of enhancements and per diem use; expected date of the Air District move to 375 Beale Street and the new facility's capabilities; the challenges and benefits of selective webcasting based on perceived public interest; the availability of webcast viewer rate information; the value of webcasts as an archival tool; whether it is fiscally responsible to expend resources on facility improvements with a move in the near future; and direction to staff from the majority of Committee members present to continue the existing webcasting practice until the move to 375 Beale Street.

Director Groom suggested providing documentation of the direction to staff on the Air District website along with an explanation as to why.

Public Comments: No requests received.

Committee Action: None; receive and file.

7. Public Comment Period (Out of Order Agenda Item #2): No requests received.

8. Committee Member Comments/Other Business:

Director Kalra announced his decision not to seek reappointment on the Board of Directors (Board) for the Air District.

Mr. Broadbent notified the Committee that the regular Board meeting scheduled for Wednesday, November 19, 2014, may be rescheduled to Monday, November 17, 2014, to accommodate those Board directors who plan to attend the California State Association of Counties 2014 Annual Meeting the same week.

9. Time and Place of Next Committee Meeting:

Monday, November 17, 2014, Bay Area Air Quality Management District Headquarters, 939 Ellis Street, San Francisco, CA 94109 at 9:30 a.m.

10. Adjournment: The meeting adjourned at 10:53 a.m.

151 Sean Gallagher
Sean Gallagher
Clerk of the Boards