

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

APPROVED MINUTES

Summary of Board of Directors
Personnel Committee Meeting
Monday, March 24, 2014

1. Call to Order – Roll Call

Vice-Chairperson Eric Mar called the meeting to order at 9:44 a.m.

Present: Vice-Chairperson Eric Mar; and Directors Carole Groom, Scott Haggerty, David Hudson and Carol Klatt.

Absent: Chairperson Brad Wagenknecht; and Directors Susan Adams, Mary Piepho and Jim Spering.

Also Present: None.

2. Public Comment Period: No requests received.

3. Approval of Minutes of January 13, 2014

Personnel Committee (Committee) Comments: None.

Public Comments: No requests received.

Committee Action:

Director Klatt made a motion to approve the Minutes of January 13, 2014; Director Hudson seconded; and the motion carried by the following vote of the Committee:

AYES: Groom, Haggerty, Hudson, Klatt and Mar.

NOES: None.

ABSTAIN: None.

ABSENT: Adams, Piepho, Spering and Wagenknecht.

4. Strategic Staffing Plan Update

Jack Broadbent, Executive Officer/Air Pollution Control Officer (APCO), gave the staff presentation *Strategic Staffing Plan Update*, including background, current staffing levels, strategic staffing principles, staffing considerations, vacancies being filled in fiscal year ending (FYE) 2015, climate program staffing, staffing levels in FYE 2015, and next steps.

Committee Comments:

The Committee and staff discussed the maintaining of vacant budgeted positions that are not expected to be filled in FYE 2015.

Public Comments: No requests received.

Committee Action: None; receive and file.

5. Conduct Interviews and Consider Recommending Board of Directors' (Board) Approval of a Candidate for Appointment to the Air District's Advisory Council (AC) in the Agriculture Category and Consider Recommending Hearing Board (HB) Reappointments

Jack Colbourn, Director of Administrative Services, introduced the topic and Brian Bunker, District Counsel, who gave the initial staff presentation *HB Reappointments & AC Interviews*, regarding HB Member Reappointments.

Committee Comments:

The Committee and staff discussed the recruitment process relative to the HB positions.

Public Comments: No requests received.

Committee Action:

Director Hudson made a motion, seconded by Director Haggerty, to recommend Board approval of the re-appointment of incumbent HB Members Terry A. Trumbull and Julio A. Magalhães and HB Alternate Members Michael F. McGowan and Barbara Toole O'Neil for three-year terms; and the motion carried by the following vote of the Committee:

AYES: Groom, Haggerty, Hudson, Klatt and Mar.

NOES: None.

ABSTAIN: None.

ABSENT: Adams, Piepho, Spring and Wagenknecht.

Mr. Colbourn introduced the topic further and Eric Stevenson, Director of Technical Services, who gave the staff presentation *HB Reappointments & AC Interviews*, regarding AC Appointment in the Agriculture Category.

At slide 4, *AC Background*, the Committee and staff discussed the potential impact of Senate Bill (SB) 1415 Hill on the recruitment and future composition of the AC.

Mr. Colbourn concluded the presentation.

Committee Comments:

The Committee discussed and assigned the interview questions, interviewed candidates Frank Imhof and Jeryl Smith, and discussed the candidates.

Public Comments: No requests received.

Committee Action:

Director Hudson made a motion, seconded by Director Haggerty, to recommend Board approval of the appointment of Frank Imhof to the Agriculture Category seat on the AC, for the remainder of a term expiring December 31, 2014; and the motion carried by the following vote of the Committee:

AYES: Groom, Haggerty, Hudson, Klatt and Mar.

NOES: None.

ABSTAIN: None.

ABSENT: Adams, Piepho, Spring and Wagenknecht.

6. Appeal of APCO/Executive Officer Decision on Douglas W. Hall's Complaint of Violation of the Air District's Equal Employment Opportunity Policy

Mr. Bunger introduced the topic and delivered the staff report *Appeal of APCO/Executive Officer Decision on Douglas W. Hall's Complaint of Violation of the Air District's Equal Employment Opportunity (EEO) Policy*, including summaries of the Air District's EEO Policy and EEO Plan, background on the initial complaint and staff responses, and the written appeal of Mr. Hall.

Mr. Hall submitted to the Committee two documents, *Substantive Equality of Opportunity* and an email to and from Mr. Hall entitled, *FW: Promotion – Air Quality Engineering Manager*, and gave the presentation, *EEO Employer*.

Committee Comments:

The Committee and Mr. Hall discussed in greater detail Mr. Hall's recommendation that the acting manager assignment be handled on a rotating basis.

The Committee and staff discussed the next steps in the appeal, the nature of the Committee's relationship with appeals, and the advisability of amending the Administrative Code for the future.

Public Comments: No requests received.

Committee Action:

Director Hudson made a motion, seconded by Director Klatt, that the Committee deny the appeal and take no further action because the allegations in Mr. Hall's complaint and appeals lack merit.

AYES: Groom, Haggerty, Hudson, Klatt and Mar.

NOES: None.

ABSTAIN: None.

ABSENT: Adams, Piepho, Spering and Wagenknecht.

Committee Comments (continued):

The Committee and staff continued to discuss the advisability of amending the Administrative Code for the future.

7. **Committee Member Comments/Other Business:** None.
8. **Time and Place of Next Committee Meeting:** At the call of the Chairperson.
9. **Adjournment:** The meeting adjourned at 11:10 a.m.

151 Sean Gallagher

Sean Gallagher
Clerk of the Boards