

Bay Area Air Quality Management District
375 Beale Street, Suite 600
San Francisco, California 94105
(415) 749-5073

APPROVED MINUTES

Administration Committee Meeting
Wednesday, March 16, 2022

**This meeting was conducted under procedures in accordance with Assembly Bill 361.
Members of the Committee participated by teleconference.**

- 1. PUBLIC MEETING PROCEDURE (OUT OF ORDER, IMEM 3)**
- 2. CALL TO ORDER – ROLL CALL (ITEM 1)**

Administration Committee (Committee) Chairperson Karen Mitchoff called the meeting to order at 1:02 p.m.

Present: Committee Chairperson Karen Mitchoff; Committee Vice Chairperson John Bauters; and Directors Margaret Abe-Koga, John Gioia, David Hudson, Tyrone Jue, Katie Rice, Mark Ross, and Brad Wagenknecht.

Absent: Directors Cindy Chavez and Carole Groom.

- 3. PLEDGE OF ALLEGIANCE (ITEM 2)**
- 4. APPROVAL OF THE MINUTES OF FEBRUARY 16, 2022**

Public Comments

No requests received.

Committee Comments

None.

Committee Action

Director Wagenknecht made a motion, seconded by Director Gioia, to approve the Minutes of February 16, 2022; and the motion carried by the following vote of the Committee:

AYES: Abe-Koga, Bauters, Gioia, Jue, Mitchoff, Rice, Ross, Wagenknecht.
NOES: None.
ABSTAIN: None.
ABSENT: Chavez, Groom, Hudson.

5. MANAGEMENT AUDIT UPDATE AND FISCAL YEAR ENDING (FYE) 2022 STAFFING AUTHORIZATION REVIEW

John Chiladakis, Director of Information Services, gave the joint presentation *Management Audit Update* with George Skiles and Linda McCallum from Sjoberg Evashenk, the contractor hired by the Air District to conduct the management audit.

NOTED PRESENT: Director Hudson was noted present at 1:19 p.m.

Public Comments

No requests received.

Committee Comments

The Committee and staff discussed concern regarding the way in which ten of the 26 FYE 2022 positions were filled (as of March 2022), the request that the sixteen remaining vacant positions be put on hold until the Board discusses this issue further, and how to prevent this from reoccurring (staff filling a given number of positions beyond what is authorized by the Board); and which of the Air District's processes need to be analyzed to ensure that leadership opportunities and control issues are being properly identified.

Committee Action

None; receive and file.

6. CONDUCT INTERVIEWS AND CONSIDER RECOMMENDING BOARD OF DIRECTORS APPROVAL OF CANDIDATES FOR APPOINTMENT TO THE AIR DISTRICT'S HEARING BOARD

The Committee conducted interviews of nine candidates who were applying for five seats (three vacancies and two positions set to expire in coming months) on the Air District's Hearing Board.

Public Comments

Public comments were given by Jed Holtzman, San Francisco resident; and Lori Ellen Cannon.

Committee Comments

The Committee members discussed how candidates' experience and perspectives might assist the Hearing Board in reviewing and deciding cases; the candidates' knowledge and experience regarding air quality matters; the candidates' experience serving on other boards or commissions; why the candidates became interested in this opportunity; whether things from the candidates' personal or professional backgrounds may conflict with serving on the Hearing Board; and the candidates' availability to serve on the Hearing Board.

Committee Action

1. Director Hudson made a motion, seconded by Director Abe-Koga, to recommend the Board **approve** re-appointment of Dr. Peter Chiu, as Principal Member in the Medical category of the Hearing Board; and the motion **carried** by the following vote of the Committee:

AYES: Abe-Koga, Bauters, Gioia, Hudson, Jue, Mitchoff, Rice, Ross, Wagenknecht.

NOES: None.

ABSTAIN: None.

ABSENT: Chavez, Groom.

2. Director Rice made a motion, seconded by Director Hudson, to recommend the Board **approve** the re-appointment of Valerie Armento, as Principal Member in the Attorney category, and the appointment of Jeffrey Lee, as Alternate Member in the Attorney category.

Vice Chair Bauters made a **SUBSTITUTE MOTION**, seconded by Director Gioia, to recommend the Board **approve** the re-appointment of Valerie Armento, as Principal Member in the Attorney category; and the motion **carried** by the following vote of the Committee:

AYES: Abe-Koga, Bauters, Gioia, Hudson, Jue, Mitchoff, Rice, Ross, Wagenknecht.

NOES: None.

ABSTAIN: None.

ABSENT: Chavez, Groom.

Because the **SUBSTITUTE MOTION carried**, the original motion made by Director Rice, seconded by Director Hudson, **failed**.

3. Director Abe-Koga made a motion, seconded by Director Hudson, to recommend the Board **approve** the appointment of Jeffrey Lee, as Alternate Member in the Attorney category of the Hearing Board; and the motion **carried** by the following vote of the Committee:

AYES: Abe-Koga, Bauters, Gioia, Hudson, Jue, Mitchoff, Rice, Ross, Wagenknecht.

NOES: None.

ABSTAIN: None.

ABSENT: Chavez, Groom.

4. Director Gioia made a motion, seconded by Vice Chair Bauters, to recommend the Board **approve** the appointment of Elizabeth Patterson, as Principal Member in the Public category.

Director Rice made a **SUBSTITUTE MOTION**, seconded by Director Hudson, to recommend the Board **approve** the appointment of Amelia Timbers, as Principal Member in the Public category; and the motion **carried** by the following vote of the Committee:

AYES: Abe-Koga, Hudson, Jue, Mitchoff, Rice, Ross, Wagenknecht.
NOES: Bauters, Gioia.
ABSTAIN: None.
ABSENT: Chavez, Groom.

Because the **SUBSTITUTE MOTION carried**, the original motion made by Director Gioia, seconded by Director Bauters, **failed**.

7. PUBLIC COMMENT ON NON-AGENDA MATTERS

No requests received.

8. COMMITTEE MEMBER COMMENTS

None.

9. TIME AND PLACE OF NEXT MEETING

The next meeting was to take place on Wednesday, April 20, 2022, at 1:00 p.m., via webcast, pursuant to procedures authorized by Assembly Bill 361. After the meeting adjourned, the time of the meeting changed to 11:00 a.m. (date remained the same.)

10. ADJOURNMENT

The meeting adjourned at 3:43 p.m.

/s/ Marcy Hiratzka
Marcy Hiratzka
Clerk of the Boards