

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

APPROVED MINUTES

Administration Committee Meeting
Wednesday, June 15, 2022

This meeting was conducted under procedures authorized by Assembly Bill 361 (Rivas 2021), allowing remote meetings. Members of the Board of Directors participated both by teleconference (via Zoom) and in person.

1. CALL TO ORDER – ROLL CALL

Administration Committee (Committee) Chairperson John J. Bauters called the meeting to order at 12:41 p.m.

Present: Committee Chairperson John J. Bauters; Committee Vice Chairperson Davina Hurt; and Directors Margaret Abe-Koga (Zoom), John Gioia (Zoom), Carole Groom (Zoom), David Hudson, Tyrone Jue (Zoom), Karen Mitchoff (Zoom), Katie Rice (Zoom), Mark Ross (Zoom), and Brad Wagenknecht (Zoom).

Absent: None.

2. PLEDGE OF ALLEGIANCE

3. PUBLIC MEETING PROCEDURE

4. APPROVAL OF THE MINUTES OF APRIL 20, 2022

Public Comments

No requests received.

Committee Comments

None.

Committee Action

Director Hudson made a motion, seconded by Vice Chair Hurt, to approve the Minutes of April 20, 2022; and the motion carried by the following vote of the Committee:

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

5. MANAGEMENT AUDIT DISTRICT-WIDE RISK ASSESSMEN PRESENTATION

John Chiladakis, Director of Information Services, introduced George Skiles of Sjoberg Evashenk Consulting, Inc., who gave the presentation *Risk Assessment*, including: introduction & background; project objectives and approach; program risk profiles; organizational risk ratings; proposed audit topic – organizational assessment and staffing recommendation; and Proposed Task Order #3 approach (Steps 1-4).

Directors Ross and Wagenknecht were noted present at 12:50 p.m.

Public Comments

No requests received.

Committee Comments

The Committee members discussed concerns about the risks identified within the Air District’s Compliance & Enforcement and Strategic Incentives Divisions; and the status of Task Order #2 (Performance Audit of District-Wide Human Resources Management).

Committee Action

Although this was not an action item, the consensus of the Committee members present was to recommend the Board to direct staff to execute Task Order #3 (organizational assessment and staffing recommendation.)

6. BAY AREA REGIONAL COLLABORATIVE (BARC) UPDATE

Allison Brooks, BARC Executive Director, gave the presentation *Shared Work Plan*, including: timeline for development of Draft Shared Work Plan; public comment period; Shared Work Plan goals and initiatives; initiatives evaluation criteria; what is the optimal role regional agencies can play; climate adaptation initiatives; greenhouse gas (GHG) potential initiatives; and next steps.

Public Comments

No requests received.

Committee Comments

None.

Committee Action

None; receive and file.

OTHER BUSINESS

7. PUBLIC COMMENT ON NON-AGENDA MATTERS

No requests received.

8. COMMITTEE MEMBER COMMENTS

None.

9. TIME AND PLACE OF NEXT MEETING

Wednesday, July 20, 2022, at 11:00 a.m., via webcast, teleconference, or Zoom, pursuant to procedures in accordance with Assembly Bill 361 (Rivas 2021).

10. ADJOURNMENT

The meeting adjourned at 1:22 p.m.

/s/ Marcy Hirtzka
Marcy Hirtzka
Clerk of the Boards