

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

Board of Directors Regular Meeting  
Wednesday, February 16, 2022

### **APPROVED MINUTES**

*Note: Audio recordings of the meeting are available on the website of the  
Bay Area Air Quality Management District at  
[www.baaqmd.gov/bodagendas](http://www.baaqmd.gov/bodagendas)*

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

### **CALL TO ORDER**

1. **Opening Comments:** Board of Directors (Board) Chairperson, Karen Mitchoff, called the meeting to order at 9:00 a.m.

#### **Roll Call:**

Present: Chairperson Karen Mitchoff; Vice Chairperson John Bauters; Secretary Davin Hurt; and Directors Margaret Abe-Koga, Teresa Barrett, Cindy Chavez, Rich Constantine, Pauline Russo Cutter, John Gioia, Carole Groom, David Haubert, Lynda Hopkins, David Hudson, Tyrone Jue, Myrna Melgar, Nate Miley, Rob Rennie, Katie Rice, Mark Ross, Brad Wagenknecht, and Shamann Walton.

Absent: Directors David Canepa, Erin Hannigan, and Lori Wilson.

2. **Pledge of Allegiance**
3. **Public Meeting Procedure**

### **CONSENT CALENDAR (ITEMS 4 – 13)**

4. Approval of the Minutes of the Board of Directors Special Meeting/Retreat of January 19, 2022 and the Board of Directors Meeting of February 2, 2022
5. Board Communications Received from January 19, 2022 through February 1, 2022
6. Notices of Violations Issued and Settlements in Excess of \$10,000 in the Month of December 2021
7. Authorization to Amend Contract with Allison+Partners
8. Authorization to Amend a Contract with Commercial Interior Builders
9. Authorization to Approve Fiscal Year (FY) 2021/2022 James Cary Smith Community Grant Award to South of Market Community Action Network (SOMCAN)
10. Consider Adopting Proposed Amendments to the Air District's Administrative Code, Division I: Operating Policies and Procedures, Section 6: Board of Directors, Committees
11. Authorization to Amend Environmental Consultant Contract
12. Report of the Community Advisory Council Meeting of January 13, 2022

13. Report of the Path to Clean Air Community Emissions Reduction Plan Steering Committee Meeting of January 24, 2022

Public Comments

No requests received.

Board Comments

None.

Board Action

Director Groom made a motion, seconded by Vice Chair Bauters, to **approve** Consent Calendar Items 4 through 13, inclusive; and the motion **carried** by the following vote of the Board:

AYES: Abe-Koga, Bauters, Barrett, Constantine, Cutter, Gioia, Groom, Haubert, Hopkins, Hurt, Jue, Melgar, Mitchoff, Rennie, Rice, Ross, Wagenknecht, Walton.  
NOES: None.  
ABSTAIN: None.  
ABSENT: Canepa, Chavez, Hannigan, Hudson, Miley, Wilson.

**PRESENTATION**

14. **Agenda Management System (AMS) Launch**

Jack P. Broadbent, Executive Officer/Air Pollution Control Officer, introduced Vanessa Johnson, Manager of Executive Operations, who gave the staff presentation *Agenda Management System Launch*, including: outline; AMS overview; benefits; homepage access; table access; web version; Portable Document Format version; CivicClerk – agenda template, content editor, approval status/dialog, and minutes module; and AMS project team.

Public Comments

No requests received.

Board Comments

None.

Board Action

None; receive and file.

**OTHER BUSINESS**

15. **Public Comment on Non-Agenda Matters**

No requests received.

16. **Board Members' Comments**

None.

17. **Report of the Executive Officer/APCO**

Mr. Broadbent reported that Board members have been asking when the Air District's Board and Committee meetings will resume in person, and if so, whether a remote participation provision will be provided. Mr. Broadbent announced that the Air District is in the process of developing a schedule with the other regional government agencies located at the Bay Area Metro Center. He added that the Air District's Board meeting on April 6 may be in person with a remote participation provision.

Board Comments

The Board and staff discussed the provisions of Assembly Bill 1944 (Lee), and the request that Air District staff seeks legislation that would allow members of a legislative body to teleconference from a location that is not public without having to identify that address in the notice and agenda or make that location accessible to the public when the legislative body has elected to allow members to participate via teleconferencing; whether the Board members' current access badges and parking passes to the Bay Area Metro Center are still active; how the Air District plans to address concerns that a hybrid (in-person and remote participation) meeting format will violate the existing Ralph M. Brown Act; the request for the Air District's best practices regarding remote meeting participation for hybrid format meetings, and potential complications; the request that Board members receive as much advanced notice for Air District meetings as possible; the request that the two March Air District Board meetings agendaize the current status of the Brown Act and the Air District's plans to change the meeting format; and whether the Air District plans to reestablish the public meeting locations that were available prior to the pandemic, the suggestion that Board members meet for Air District meetings in person in small groups, based on their geographic location, and that the Air District creates public meeting locations in areas where no Board members live or work.

18. **Chairperson's Report**

Chair Mitchoff announced that she had received requests from Board members for less emails from Air District staff, asking them to confirm their upcoming meeting attendance. She requested that staff reduces their correspondence (regarding that issue) to the Board members.

19. **Time and Place of Next Meeting**

Wednesday, March 2, 2022, at 9:00 a.m., via webcast, pursuant to procedures in accordance with Assembly Bill 361.

20. **Adjournment**

The meeting adjourned at 9:37a.m.

*/s/ Marcy Hiratzka*  
Marcy Hiratzka  
Clerk of the Boards