



## MINUTES

**PCAPCD Board of Directors Meeting**  
**Thursday, February 14, 2019, at 2:30 PM**  
Placer County Board of Supervisors' Chambers  
175 Fulweiler Avenue, Auburn, California

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The Board of Directors of the Placer County Air Pollution Control District met for a regular meeting at 2:30 PM, Thursday, February 14, 2019, at the Placer County Board of Supervisors' Chambers, 175 Fulweiler Avenue, Auburn, California.

The meeting was called to order by Chairperson, Daniel Berlant. Roll call was taken by the Clerk of the Board, with the following members in attendance: Jeff Duncan, Jim Holmes, Greg Janda, Daniel Berlant, Scott Alvord, Robert Weygandt, Alyssa Silhi, and Trinity Burruss. A quorum was established.

Representing the District were: Erik White, Air Pollution Control Officer; A.J. Nunez, Administrative Services Officer; Yu-Shuo Chang, Planning and Monitoring Section Manager, Heather Kuklo, Air Pollution Control Specialist; Russell Moore, I.T. Technician; and Shannon Harroun, Clerk of the Board.

**Flag Salute: Led by Director Burruss**

**Clerk's Statement of Meeting Procedures**

**Approval of Minutes:** October 11, 2018 Regular Meeting

**Motion:** Holmes/Janda

**Action:** Approved 10/11/18 Minutes / Vote 6:0

**Ayes:** Duncan/Holmes/Berlant/Alvord/Weygandt/Silhi

**Abstain:** Janda/Burruss

**Public Comment:** None.

**Action: Item 1**

- 1. Acknowledgment of Todd Nishikawa's Service to the Placer County Air Pollution Control District.** *Adopt Resolution #19-01, thereby recognizing Todd Nishikawa's exceptional service to the Placer County Air Pollution Control District.*

**Since Todd Nishikawa could not be present at this meeting, Chair Berlant postponed action on Item 1 until the April 11, 2019 Board meeting, with no objection from the Board.**

**Consent: Items 2 - 4**

- 2. Budget Authorization to Purchase a Replacement Vehicle and Authorization of the Surplus of Two District Vehicles.** *Adopted Resolution #19-02, thereby authorizing the*

*purchase of a replacement fleet vehicle in the not to exceed amount of Twenty-Five Thousand Dollars (\$25,000) from the Vehicle Replacement Fund, and authorizing the surplus of two District vehicles to be sold at auction by the Placer County Procurement Services Division.*

- 3. Budget Revision #19-01 to Accept Additional Grant Funds for the Community Air Protection Program and Budget Authorization to Purchase a Portable E-BAM Air Monitor and a Cargo Trailer.** *Adopted Resolution #19-05, thereby approving an amendment to the Community Air Protection Program (CAPP) Implementation Grant Agreement with the California Air Resources Board (CARB) to increase funding, and adopting Budget Revision #19-01, thereby accepting Thirty-Five Thousand Dollars (\$35,000) received in the Operations Fund for expenses related to CAPP; and approving the purchase of a Portable E-BAM Air Monitor in the not too exceed amount of Thirteen Thousand Dollars (\$13,000) and a Cargo Trailer for transporting the E-BAM and air monitoring equipment in the not too exceed amount of Seven Thousand Dollars (\$7,000).*
  
- 4. Budget Revision #19-02 to Accept Community Based Supplemental Environmental Project Funds.** *Approved Budget Revision #19-02, thereby authorizing the Air Pollution Control Officer to accept and utilize Sixty-Four Thousand Five Hundred Dollars (\$64,500) for the Community Based Supplemental Environmental Project (CBSEP) Program; and authorized the Air Pollution Control Officer to negotiate, sign, and amend as needed, grant agreements and contracts related to the CBSEP Program.*

**Motion:** Holmes/Weygandt

**Action:** Approved Consent Items 2 - 4 / Unanimous Vote 8:0

**Ayes:** Duncan/Holmes/Janda/Berlant/Alvord/Weygandt/Silhi/Burruss

**Action: Item 5**

- 5. Establishment of a Deputy Air Pollution Control Officer (APCO) Position.** *Adopted Resolution #19-03, thereby, 1) approving the establishment of a Deputy Air Pollution Control Officer Position and salary, to be presented for approval by the Placer County Board of Supervisors, as follows: A Deputy Air Pollution Control Officer wage classification of Management 459 (Unclassified), as described in the County of Placer "Schedule of classification and salary grades"; and 2) approving the reclassification of the existing vacant Principal Air Pollution Control Engineer position to the newly created Deputy Air Pollution Control Officer position.*

Mr. Erik White explained that the District has utilized a Deputy APCO since 2010 to assist the APCO in the expanding scope of projects performed by the District, with a focus on permitting, enforcement, land use, and air monitoring. The Deputy APCO position was an extension of the Principal Air Pollution Control Engineer classification that was already in place, with some additional duties and a new title added to the classification's description.

Mr. White added that since 2010, the workload of the Deputy APCO has expanded even further and become more complex. Therefore, when Todd Nishikawa retired in 2018, District Staff concluded it would be more appropriate for a new Deputy Air Pollution Control Officer

classification to be created, which would remove the engineering requirement of the position, while still emphasizing the importance of a technical background. Creation of this new classification would better align the duties and responsibilities with other deputy department heads in Placer County, allow the APCO to better recruit and retain the best qualified candidate, and compensate the position consistent with similar positions in Placer County, as well as other air districts. Mr. White illustrated the change in hourly rate between the Principal Air Pollution Control Engineer and Deputy APCO position, and noted that the fiscal impact of the classification change has already been budgeted in FY 18-19, and will not cause future budget challenges for the District. The proposed classification, job duties, and compensation range have been reviewed and approved by Placer County Human Resources.

**Motion:** Burruss/Weygandt

**Action:** Approved Item 5 / Unanimous Vote 8:0

**Ayes:** Duncan/Holmes/Janda/Berlant/Alvord/Weygandt/Silhi/Burruss

**Information: Item 6**

- 6. District's Grant Programs Update.** *No action requested. This is an informational item to provide a current overview of the District's incentive grant programs.*

Ms. Heather Kuklo provided an update and review of the District's incentive grant programs, including information about the various grant funding sources and amounts; the District's grant solicitation process and timelines; projects awarded to date; and the resulting emissions reductions. Ms. Kuklo described the Carl Moyer Grant Program, which is currently the District's largest grant program; the NOx Remediation grants, which primarily follows Moyer guidelines for project evaluations; the air quality mitigation fund program, which uses funds paid voluntarily by developers to offset emissions from land use development projects; Moyer Community Air Protection Grant program, designed to reduce criteria pollutant emissions in communities most impacted by air pollution; the Funding Agriculture Replacement Measures for Emission Reduction (FARMER) program, which the District administers on behalf of California Air Resources Board; and the state funded wood smoke reduction program, designed to reduce GHG emissions by upgrading older non-certified wood burning stoves and fireplaces.

**No Action – Information Item.**

**Action: Item 7**

- 7. Approval of the Expenditure of Grant Funds for the Replacement of a Fire Engine for Placer Hills Fire Protection District.** *Adopted Resolution #19-04, thereby authorizing the expenditure of Air Quality Mitigation Funds for an air quality grant for the Replacement of a Fire Engine for the Placer Hills Fire Protection District, and authorizing the Air Pollution Control Officer to negotiate, sign, and amend as needed, associated grant agreements and contracts.*

Ms. Kuklo described the proposed grant for purchase of a new fire engine for the Placer Hills Fire Protection District (FPD), to replace a 2004 fire engine, noting that this project would also include replacing Newcastle FPD's 1995 fire engine with Placer Hills FPD's 2004 fire engine. The District proposed to provide a \$50,000 grant towards the new fire engine, which has a total cost \$542,658. The emissions reductions for the project are an estimated 1.06 tons of oxides of nitrogen (NOx), Reactive Organic Gases (ROG) and Particulate Matter (PM), over the project life. The cost effectiveness of the project is \$33,488/ton of combined NOx, ROG and PM. Ms. Kuklo also explained that NOx Remediation (NRM) funds were initially planned to be used for this project, but due to a change in NRM funds eligibility requirements for cost effectiveness, the proposed funding was changed to the District's Air Quality Mitigation Funds.

**Motion: Holmes/Alvord**

**Action: Approved Item 7 / Unanimous Vote 8:0**

**Ayes: Duncan/Holmes/Janda/Berlant/Alvord/Weygandt/Silhi/Burruss**

### **Information: Item 8**

- 8. 2018 Wildfire Smoke Update.** *No action requested. This is an informational item to provide an update on the wildfire incidents which occurred in 2018.*

Mr. Yushuo Chang provided an overview of the 2018 wildfire season smoke air quality impacts with regards to ozone and PM 2.5 impacts Placer County and associated community outreach efforts. Mr. Chang illustrated the state and federal air quality standards, as compared to the actual pollutant levels during the large wildfire time periods, and as compared to the three year averages. He also outlined the efforts by the District to communicate air quality status and guidelines to the public, including joint air quality advisories issued in conjunction with the County Public Health Department; frequent updates to the District's wildfire smoke webpage; real time air quality measurements from 5 monitoring stations; daily air quality trend updates; tips and strategies to minimize health impacts from smoke; and state and fire agency web links for fire and smoke information. Mr. Chang spoke of a wildfire smoke monitoring project initiated by CARB in 2018, to use and test inexpensive PurpleAir PM sensors within communities that are without regulatory-based air monitoring stations.

**No Action – Information Item.**

### **Air Pollution Control Officer Report**

#### **A. APCO General Updates**

Mr. White reminded Board members about the upcoming Cap-to-Cap trip to Washington, D.C. in May, and encouraged participation on the air quality team. He also mentioned the upcoming Special District Risk Management Authority (SDRMA) board nominations.

Director Duncan asked Mr. White if a tour of the Rio Bravo plant could be arranged. Mr. White confirmed that they would appreciate the opportunity to host a tour and committed to contact Rio Bravo to coordinate it.

**B. 2019 Annual Report and Board of Directors Handbook Overview**

Mr. White spoke about the Board of Director's Handbook, explaining that it is a great resource which provides a thorough overview of the District's operations, organization, and priorities, and that it ties the work the District does to our mission statement. He highlighted the contents of the Annual Report, which is a condensed version of the Handbook which summarizes the District's organization, accomplishments in 2018, and the plans for 2019.

**C. 2019 Regulatory Measures List**

Mr. White discussed the regulations the District may consider for adoption or amendment in 2019.

**D. Fiscal update – financial report provided at meeting**

Ms. AJ Nunez provided the financial report for the end of month 6. She noted that the District is still working with the County auditors office on the transition to the new WorkDay accounting system, so some of the numbers are tentative – the interest income from December is not captured in the provided financial report. She reported that the District has received 93% of our budgeted revenue and expended 34% of budgeted expenditures for the current fiscal year.

**Meeting Adjournment at 4:16 p.m.**

**Minutes prepared by:**



Shannon Harroun, Clerk of the Board

**Minutes approved by Board of Directors:**

Attest:   
Clerk of the Board

Date