



**MINUTES**  
**PCAPCD Board of Directors Meeting**  
**Thursday, April 11, 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, April 11, 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, Joe Patterson (alternate for Greg Janda), Scott Alvord, Daniel Berlant, Robert Weygandt, Alyssa Silhi, and Trinity Burruss. A quorum was established.

Representing the District were: Erik White, Air Pollution Control Officer; A.J. Nunez, Senior Administrative Services Officer; Lauren Moore, Air Quality Specialist; Russell Moore, I.T. Technician; and Shannon Harroun, Clerk of the Board.

**Flag Salute:** Led by Chair Berlant

**Clerk's Statement of Meeting Procedures**

**Approval of Minutes:** February 14, 2019 Regular Meeting

**Motion:** Alvord/Weygandt

**Action:** Approved 2/14/19 Minutes / Vote 6:0

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

**Abstain:** Patterson

**Public Comment:** Former City of Auburn Councilmember/Mayor, Mr. Mike Holmes, stated that he would be attending the 2019 Cap-to-Cap Program on the Air Quality Team, and that he has meetings setup with various legislators. He stated that if anyone has any concerns they would like him to present in any of these meetings, he would be willing to do so.

**Action: Items 1 and 2**

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

**Motion:** Weygandt/Alvord

**Action:** Approved Item 1 / Unanimous Vote 7:0

**Ayes:** Duncan/Patterson/Alvord/Berlant/Weygandt/Silhi/Burruss

2. **Acknowledgment of Supervisor Jennifer Montgomery's Service to the Placer County Air Pollution Control District.** *Adopted Resolution #19-07, thereby recognizing Jennifer Montgomery's service to the Placer County Air Pollution Control District Board of Directors.*

**Motion:** Weygandt/Alvord

**Action:** Approved Item 2 / Unanimous Vote 7:0

**Ayes:** Duncan/Patterson/Alvord/Berlant/Weygandt/Silhi/Burruss

**Consent: Items 3 - 6**

3. **Designation of Alternate Members to the Mountain Counties Basinwide Air Pollution Control Council and the Sacramento Valley Basinwide Air Pollution Control Council.** *For the remainder of 2019, designated Placer County Air Pollution Control District Board member Trinity Burruss as alternate member of the Mountain Counties Basinwide Air Pollution Control Council; and designated District Board member Alyssa Silhi as alternate member of the Sacramento Valley Basinwide Air Pollution Control Council.*
4. **Authorization for Director Trinity Burruss to Participate in the 2019 Capital-to-Capital Program on behalf of the District.** *Adopted Resolution #19-07, thereby authorizing Placer County Air Pollution Control District Director Trinity Burruss to participate in the 2019 Capitol-to-Capitol (Cap-to-Cap) Program on behalf of the District, via participation on the Program's Air Quality Team.*
5. **Authorization to Accept Grant Funds for the Community Air Protection Program (CAPP), Approving Budget Revision #19-03, and Authorization to Accept and Implement Future CAPP Grant Funds.** *Adopted Resolution #19-08, thereby 1) Authorizing the District to accept funds for the California Air Resources Board (CARB) Grant Agreement G18-CAPP-23 for the CAPP for Fiscal Year 2018-2019; and Adopting Budget Revision #19-03, thereby accepting \$45,317 received in the Operations Fund for expenses related to CAPP; and 2) Authorizing the Air Pollution Control Officer to negotiate, sign, and amend as needed, future agreements and contracts related to CAPP grant funding, to accept funds and to implement associated projects as part of the District's CAPP program.*
6. **Authorization of Technical Budget Revision #19-04 to Disencumber Funds from Moots Point and Encumber Funds with True Point Solutions.** *Adopted Resolution #19-09, thereby approving Budget Revision #19-04 to disencumber \$25,000 from the Moots Point Contract and encumber \$25,000 with True Point Solutions for contracted technical support services, thereby reducing funds encumbered for project management and using them for professional Information Technology (IT) programming, to expand the Accela module for additional enhancements on an as-needed basis.*

**Motion:** Patterson/Burruss

**Action:** Approved Consent Items 3 - 6 / Unanimous Vote 7:0

**Ayes:** Duncan/Patterson/Alvord/Berlant/Weygandt/Silhi/Burruss

**Action: Items 7 and 8**

- 7. Authorization to Accept Funds for Implementation of the District's Smoke Management Program and Activities Related to Prescribed Burning.** *Adopted Resolution #19-12, thereby 1) authorizing the acceptance of funds from CARB and/or the California Air Pollution Control Officers Association (CAPCOA) for implementation of the District's Smoke Management Program, as well as for support of District activities associated with prescribed burning and smoke management; and 2) authorizing the Air Pollution Control Officer to negotiate, sign, and amend, as needed, future agreements and contracts related to these activities, and to accept funds and to implement associated projects.*

Mr. White explained the District's smoke management program, and that it is embodied in District Regulation 3, specifically Rule 303, which covers prescribed fire by land managers. Land owners or land manager develop a smoke management plan (SMP) that covers the prescribed burn, which defines conditions for burning and specifies locations. The District may require monitoring of the burn. Upon District approval of the SMP, a burn permit is issued at a nominal cost. This is a reflection of the District's priority to encourage the use of prescribed fire on the landscape to reduce fuel loading in the forest, while minimizing offsite smoke impacts. The costs of the permit do not reflect the actual costs to the District of issuing them.

Mr. White then described California legislation that passed in 2018 to improve forest resiliency, and thus relates to expanding the use of prescribed fire, including Senate Bill (SB) 901, SB 1260, and SB 856, which provides funding in support of smoke management. Funding from SB 856 is being provided to air districts through California Air Resources Board grants. Funding to the District from SB 856 can be used to support work we already do today, as well as to expand our ability to review and approve additional SMP's associated with prescribed fire, outreach on the benefits of prescribed fire, training for use of new monitoring equipment, and costs to deploy monitors on the prescribed burns. Due to the short timeline on executing these associated grants, the District is asking for advanced authorization to enter into agreements to accept these funds.

Director Patterson, Director Berlant, Director Alvord, and Mr. White discussed the advanced authorization being requested on this grant, and whether in some instances, there may need to be alternative methods of providing advanced Board authorization, but with additional controls in place. Mr. White emphasized that the District will share with the Board information about agreements executed that relate to advanced authorizations, at subsequent Board meetings. Director Berlant stated that because this is a relatively small amount of revenue, and provides the District additional revenue for a beneficial program, he supports the advanced authorization. Director Patterson asked if the expense for this grant program will ever exceed the revenue. Mr. White responded that we already don't recover our costs on the District's smoke management program, and that this grant will help us recover more of that, but there may also be new costs associated due to expanded monitoring of prescribed burns. Mr. White assured that we always make sure we have sufficient means to cover these costs.

**Motion: Burruss/Weygandt**

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

**Ayes: Duncan/Patterson/Alvord/Berlant/Weygandt/Silhi/Burruss**

- 8. Authorization to Enter into an Agreement with the El Dorado County Air Quality Management District (EDCAQMD) to Implement the Fiscal Year 2017-18 Funding Agricultural Replacement Measures for Emission Reductions (FARMER) Program in Placer County and Authorization to Accept and Implement FY 2018-19 FARMER Funds for the Shared Allocation Pool.** *1) Adopted Resolution #19-10, thereby authorizing the District to direct any funding awards for projects in Placer County from the State's FY 2017-18 FARMER Program funds to the EDCAQMD to implement such projects in Placer County; and Authorizing the Air Pollution Control Officer to negotiate, sign, and amend as needed, an agreement with EDCAQMD to implement the FARMER Program in Placer County, on behalf of the District. 2) Adopted Resolution #19-11, thereby authorizing the District to accept funds for and execute the CARB agreement for administration of the FY 2018-19 FARMER Program; and authorizing the Air Pollution Control Officer to negotiate, sign, and amend as needed, agreements and contracts related to administration and implementation of the FY 2018-19 FARMER Program.*

Ms. Lauren Moore provided a presentation regarding the FARMER program, which is an incentive grant program with a primary goal of reducing emissions within the agricultural industry. There are a variety of eligible FARMER Project categories, including off-road agricultural equipment (harvesters, tractors, etc.); heavy-duty trucks; electric Utility Task Vehicles (UTV); and agricultural pump engines. The District has participated as an administrator of the program's Shared Allocation Pool since August 2018. The Shared Allocation Pool provides funding for 18 Air Districts which do not receive direct allocations from CARB. The District receives sufficient administrative funds to cover District costs associated with implementing the program.

Ms. Moore conveyed that the District has set up a foundation for Shared Allocation Pool implementation, including completion of a Policies and Procedures Manual, establishing two rounds of funding to ensure geographic diversity of projects, website updates, and creation of application and forms. She reported that at the time we had received over 100 applications from 15 air districts; with 28 projects to 13 air districts recommended for funding, in the amount of \$2,700,000. The District has made progress on contracting with participating air districts, disbursing awarded funds, and reviewing applications for Round 2 funding.

Ms. Moore explained that Placer County received one project award under the FY 17-18 FARMER Program, in the amount of \$147,825. Due to conflict of interest concerns considering the District's role in the program, the District proposed, via Resolution 19-10, to coordinate with El Dorado County Air Quality Management District to implement the project on our behalf.

Ms. Moore described the District's FY 18-19 FARMER program, in which the funding is tentatively \$5,381,440 through the Shared Allocation Pool, though this figure may change. The District will administer the program without an agreement with CAPCOA this fiscal year, and will forego project awards due to the conflict of interest. Ms. Moore and Mr. White noted that the District has ample funding in our other incentive programs to cover future project awards in Placer County. The District proposed, via Resolution 19-11, to accept the FY 18-19 program funds and continue as Shared Allocation Pool Administrator.

**Motion to adopt Resolution #19-10:**

**Motion:** Burruss/Weygandt

**Action:** Adopted Resolution #19-10 / Unanimous Vote 7:0

**Ayes:** Duncan/Patterson/Alvord/Berlant/Weygandt/Silhi/Burruss

**Motion to adopt Resolution #19-11:**

**Motion:** Weygandt/Silhi

**Action:** Adopted Resolution #19-11 / Unanimous Vote 7:0

**Ayes:** Duncan/Patterson/Alvord/Berlant/Weygandt/Silhi/Burruss

**Closed Session: Item 9**

- 9. Air Pollution Control Officer (APCO) Contract Review.** *Held a closed session, pursuant to Government Code §54957(b)(1), to discuss APCO's employment contract.*

Chair Berlant reported that the Board discussed completing a review of the APCO's employment contract and will form a short term advisory committee consisting of three (3) Board members, to report back on their recommendations to the Board.

**Air Pollution Control Officer Report**

A. Incentive Program Update

Mr. White provided updates on the District's Carl Moyer program, Community Air Protection Program funding, and woodstove replacement grant funding.

B. Fiscal update – financial report provided at meeting

Ms. A.J. Nunez provided the District's financial update, stating that as of the end of February 2019, the District had received 99% of its FY 18-19 budgeted revenues, and expended 34% of its budgeted expenditures. She noted that the expenditures will increase as incentive grants are encumbered.

**Meeting Adjournment at 4:35 p.m.**

**Minutes prepared by:**



Shannon Harroun, Clerk of the Board

**Minutes approved by Board of Directors:**

Attest:   
Clerk of the Board

June 13, 2019  
Date