



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

BOARD OF DIRECTORS
PERSONNEL COMMITTEE MEETING
COMMITTEE MEMBERS

HAROLD BROWN – CHAIRPERSON
SCOTT HAGGERTY
YORIKO KISHIMOTO
PATRICK KWOK
MICHAEL SHIMANSKY

DAN DUNNIGAN – VICE CHAIRPERSON
JERRY HILL
CAROL KLATT
JANET LOCKHART

MONDAY
MARCH 5, 2007
9:30 A.M.

FOURTH FLOOR CONFERENCE ROOM
DISTRICT OFFICES

AGENDA

1. **CALL TO ORDER - ROLL CALL**
 2. **PUBLIC COMMENT PERIOD** (*Public Comment on Non-Agenda Items Pursuant to Government Code § 54954.3*) *Members of the public are afforded the opportunity to speak on any agenda item. All agendas for regular meetings are posted at District headquarters, 939 Ellis Street, San Francisco, CA, at least 72 hours in advance of a regular meeting. At the beginning of the regular meeting agenda, an opportunity is also provided for the public to speak on any subject within the Committee's subject matter jurisdiction. Speakers will be limited to five (5) minutes each.*
 3. **APPROVAL OF MINUTES OF JANUARY 12, 2007**
 4. **CONDUCT INTERVIEWS OF CANDIDATES TO FILL THE REGULAR AND ALTERNATE MEMBER POSITIONS IN THE MEDICAL PROFESSION AND REGISTERED PROFESSIONAL ENGINEER CATEGORIES ON THE AIR DISTRICT'S HEARING BOARD**
J. Broadbent/5052
jbroadbent@baaqmd.gov
- Interviews will be conducted with candidates for these Board appointed positions on the Hearing Board.*
5. **COMMITTEE MEMBER COMMENTS/OTHER BUSINESS**
Any member of the Board, or its staff, on his or her own initiative or in response to questions posed by the public, may: ask a question for clarification, make a brief announcement or report on his or her own activities, provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter or take action to direct staff to place a matter of business on a future agenda. (Gov't Code § 54954.2)
 6. **TIME AND PLACE OF NEXT MEETING:** *At the Call of the Chair.*
 7. **ADJOURNMENT**

CONTACT CLERK OF THE BOARD - 939 ELLIS STREET SF, CA 94109

(415) 749-4965

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BAAQMD homepage:

www.baaqmd.gov

- To submit written comments on an agenda item in advance of the meeting.
- To request, in advance of the meeting, to be placed on the list to testify on an agenda item.
- To request special accommodations for those persons with disabilities notification to the Clerk's Office should be given at least 3 working days prior to the date of the meeting, so that arrangements can be made accordingly.

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Brown and Members
of the Personnel Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: February 21, 2007

Re: Personnel Committee Draft Minutes

RECOMMENDED ACTION:

Approve attached draft minutes of the Personnel Committee meeting of January 12, 2007.

DISCUSSION

Attached for your review and approval are the draft minutes of the January 12, 2007, Personnel Committee meeting.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

**Bay Area Air Quality Management District
939 Ellis Street
San Francisco, California 94109
(415) 771-6000**

DRAFT MINUTES

Summary of Board of Directors
Personnel Committee Meeting
9:30 a.m., Friday, January 12, 2007

1. **Call to Order:** Chairperson Patrick Kwok called the meeting to order at 9:32 a.m.
Roll Call: Patrick Kwok, Chairperson; Scott Haggerty, Yoriko Kishimoto, Carol Klatt.
Absent: Harold Brown, Nate Miley, Michael Shimansky.
Also Present: Mark Ross.
2. **Public Comment Period:** There were none.
3. **Approval of Minutes of December 4, 2006:** Director Klatt requested that the spelling of her name be corrected. Director Kishimoto noted she was not present at the last meeting and, therefore did not make the motion under Committee Action on page 2 of the minutes. The Clerk indicated Director Torliatt made the motion. Director Klatt moved approval of the minutes as corrected; seconded by Director Ross; carried unanimously without objection.
4. **Discussion of Recommendations of Applicants to Fill Nine Positions on the Air District's Advisory Council:** *The Committee discussed recommendations of candidates to fill nine (9) positions that have expired terms of offices on the Advisory Council.*

Jack Broadbent, Executive Officer/APCO, stated that at the December 4th meeting the Committee conducted interviews for positions on the Advisory Council. At the December 6, 2006 Board meeting, Chair Uilkema referred the matter back to the Committee for further discussion.

Brian Bunger, Counsel, added that there are 20 members of the Advisory Council and there are 19 categories. There are five members that are in the Conservation Organization, of which two are from the Sierra Club.

Committee Action: Director Klatt moved that the Committee reaffirm the motion made on December 4, 2006 regarding the appointments to the Advisory Council; seconded by Director Ross.

There was discussion on the following:

- The different categories and ways to realign members to the appropriate category.
- The Board has discretion on the Advisory Council and a Council member can be removed by a majority of the Board.
- Concern was raised about Article 9 in the Code.
- The term limit for Council members is 12 years.
- Director Haggerty requested staff look at the governing rules for the Advisory Council and Hearing Board for discussion and update at a future meeting.
- The amount of staff time spent on the Council activities.
- The role of the Council could be better defined.

The motion then passed unanimously without objection.

5. **Committee Member Comments/Other Business.** There were none.
6. **Time and Place of Next Meeting:** At the Call of the Chair.
7. **Adjournment:** The meeting was adjourned at 10:20 a.m.

Mary Romaidis
Clerk of the Boards

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Memorandum

To: Chairperson Brown and Members
of the Personnel Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: February 21, 2007

Re: Conduct Interviews of Candidates to Fill the Regular and Alternate Member
Positions for the Medical Profession and Registered Professional Engineer
Categories on the District's Hearing Board

RECOMMENDED ACTION:

Conduct interviews and consider recommending Board of Director approval of appointments of candidates to fill the regular and alternate positions in the Medical Profession and Registered Professional Engineer categories on the District's Hearing Board.

BACKGROUND:

Pursuant to Section 40800 of the California Health and Safety Code the District is required to maintain a Hearing Board consisting of five members. Further, Section 40801 requires that one of the members is a professional engineer registered as such pursuant to the Professional Engineers Act (Chapter 7 (commencing with Section 6700) of Division 3 of the Business and Professions Code) and one of the members is from the medical profession with specialized skills, training, or interests in the field of environmental medicine, community medicine, or occupational/toxicological medicine. Section 40800 also allows the District to appoint one alternate member for each of the position categories, provided that the alternate has the qualifications specified in Section 40801.

DISCUSSION

The Hearing Board currently has four vacancies: one regular and one alternate Registered Professional Engineer position, and one regular and one alternate Medical Profession position. There are eleven candidates who submitted applications. Two of the eleven candidates were determined to not possess the required qualifications. Of the remaining nine candidates, there are five candidates for the regular and alternate Registered Professional Engineer positions and four candidates for the Medical Profession positions. All candidates will be interviewed on March 5, 2007. The interviews will begin at 9:40 am. The length of each interview will be approximately fifteen minutes.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO