

South Sacramento/Florin Community Air Protection Steering Committee Meeting Notes

Tuesday, August 24, 2021

6:00pm – 8:00pm

Location: Online Zoom Meeting

Steering Committee Members	Steering Committee Affiliation/Organization
Bill Knowlton (Co-lead)	Mack Road Partnership & ReImagine Foundation
Patricia Shelby (Co-lead)	Resident, BCM Neighbors Network
Bishop Chris Baker	Resident, Advocate for Education
Steve Blanton	Power Inn Alliance
Rhonda Henderson	Resident, North Laguna Creek Valley Hi Community Association
Gary Johansen	Resident, North Laguna Creek Neighborhood Association
Vincent Valdez	United Latinos Environmental Justice Committee
Stephanie Williams	Resident
Sacramento Metropolitan Air Quality Management District (SMAQMD)	
Mark Loutzenhiser	SMAQMD
CARB and Invited Guests	
Jennifer Magana	CARB
Ariel Ambruster	Facilitator - CSUS
Public*	
*No members of the public provided verbal or written comments at this meeting.	

*This list shows only the public member who provided verbal or written comments at the meeting. This list does not include all public members who attended the meeting because the meeting was conducted via web conference and no sign-in sheet was available.

Note: All presentations and meeting materials are available on the District website at <http://www.airquality.org/> under Community Air Protection and Steering Committee.

Full meeting video recording available at: <https://youtu.be/2eYeHFZrcHk>

Meeting presentation slides here:

<http://airquality.org/AB617/Documents/July%2027%20Meeting%20Presentation.pdf>

The main agenda topics for this meeting were:

- Steering Committee Closed Session (Steering Committee members only)
- Outreach Subcommittee
 - Report Back
 - Consideration of Funding
- Zoom Basics Training

Meeting Takeaways:

- The District provided updates on the following:
 - The AB617 Convening will be held September 27th and 29th from 5:00pm - 8:00pm both evenings via Zoom. The event information was sent to all SC members and the registration link is available here: <https://attendify.co/the-past-present-and-future-of-ab-617-envisioning-a-way-forward-4AQRI0Q>.
- The District clarified between the quarterly Steering Committee meetings which will be hosted by the District and the monthly Community Engagement and Subcommittee meetings that will be hosted by the co-leads.
- Rhonda Henderson gave a report back on the Outreach Subcommittee's recent discussions. The Committee discussed whether to request more than the allocated \$5K to be dispersed to the subcommittee so they could work on multiple outreach tasks simultaneously. The Committee agreed to use an electronic voting system via email for approving expenses over a certain threshold to allow the group to move quickly and not have to wait for a formal vote at a monthly meeting.
- The Steering Committee requested that they need additional information from the District on the procurement process, collecting bids, and spending the funds or requesting reimbursement. The SC would like a threshold established for expenses under a certain amount that they will not need District approval to incur.
- The SC members agreed they would like to include the following in their request for proposals on developing a Steering Committee website: website security, managing and editing content, and graphic design.
- The zoom basics training did not occur due to lack of time and was instead agreed upon to hold the training first week in September for interested members.

Action Items:

- The Outreach Subcommittee established a regular meeting time on the third Thursday of each month from 6:30pm – 8:00pm. All SC members and members of the public are welcome to join.
- The District will provide a cost estimate to the subcommittee for printing hard copies of wildfire flyers.

Steering Committee Decisions:

- Since it was raised that there was only a verbal agreement to meet monthly, the Steering Committee officially proposed to continue with monthly community engagement meetings in addition to the quarterly meetings with the District and voted with a majority and 1 abstention to continue meeting on the fourth Tuesday of each month in between the quarterly meetings.
- The Steering Committee voted with a majority to approve Rhonda's proposal with a friendly amendment for an initial \$5K disbursement to the outreach subcommittee for the development of a Steering Committee website, an additional \$5K for other outreach efforts, and establish a threshold of \$500 for expenses that would require an email vote by the SC.