

# Steering Committee Roles and Responsibilities & Charter Discussion

December 11, 2018

# Committee Objectives

- To address air pollution concerns in the most highly impacted and burdened areas in the community.
- To advise the Sac Metro Air District in the development of the South Sacramento – Florin area community air monitoring plan

# Roles and Responsibility

- Provide input and feedback in the development of the Community Air Monitoring
- Identify potential sources of air pollution and locations for monitoring
- Serve as liaison between District and community
- Assist in public outreach
- Attend committee meetings
- Sign up for email alerts

# Membership

- **Sign a participation agreement**
- **Names to be published on District's website**
- **Alternates?**
- **Attendance:**
  - 24 hour advance notice to District if unable to attend
- **Term ( 6 months? Longer?)**

# Chair and Vice Chair

- **Select a Chair and Vice Chair**
  - Work to reach consensus
  - Disseminate information
  - Represent in official capacity as spokesperson

# Meeting Time and Location

- **Location:** Held at or near the South Sacramento – Florin Community; Preferred locations?
- **What is the availability of steering committee members?**
  - Determined after each meeting?
  - Set schedule?
- **Public Meeting**
  - Public comment time slot
  - Agendas and notice posted on website

# Meeting Process

- **Facilitator?**
- **Decision Making**
  - Steering committee to provide decision and recommendation to District
- **Note Taker ( 2 options)**
- **Language request – 48 hours in advance**
- **Media inquires: Refer request to District**



# Comments and Suggestions?

- Comments due on Friday, 12/21/18
- Send comments to David Yang, [dyang@airquality.org](mailto:dyang@airquality.org)



# Comments