



MONTEREY BAY

Unified Air Pollution Control District
serving Monterey, San Benito, and Santa Cruz counties

Air Pollution Control Officer
Richard A. Stedman

24580 Silver Cloud Court • Monterey, California 93940 • 831/647-9411 • FAX 831/647-8501

MONTEREY-BAY UNIFIED AIR POLLUTION CONTROL DISTRICT

Budget/Personnel/Nominating Committee

Meeting

Location: District Offices – 24580 Silver Cloud Court
Monterey, California

AGENDA

Wednesday, October 21, 2009 --- 12:30 p.m.

*****Committee Members: Lunch is provided*****

Committee Members

Director Ellen Pirie	Director Reb Monaco
Director Tony Campos	Director Lou Calcagno
Director Sam Storey	Alternate, Director Simon Salinas

Open Session

1. Call to Order
2. Public Comment
3. Summary of Actions of the September 16, 2009 meeting
4. Approve Request to fill Air Monitoring Supervisor position
5. Consider Proposal to Create a Planner I Position in the Planning and Air Monitoring Division, and Conduct an Internal Recruitment for the Position

Closed Session

6. Adjourn to Closed Session pursuant to Government Code Section 54957.6(b) regarding the following:
 - a. Personnel Issues
7. Reconvene to Open Session and Report on any actions taken in Closed Session

Adjournment

NEXT MEETING: December 16, 2009

DISTRICT BOARD MEMBERS

CHAIR:
Simon Salinas
Monterey County

VICE CHAIR:
Sam Storey
Santa Cruz
County Cities

Lou Calcagno
Monterey County

Tony Campos
Santa Cruz
County

Dennis Donohue
City of Salinas

Ellen Pirie
Santa Cruz
County

Jane Parker
Monterey County

Reb Monaco
San Benito
County

Richard Ortiz
South Monterey
County Cities

Manuel Bersamin
Santa Cruz
County Cities

MBUAPCD BOARD BUDGET/PERSONNEL/NOMINATING
COMMITTEE MEETING
SUMMARY OF ACTIONS
SEPTEMBER 16, 2009
12:30 P.M.

AGENDA ITEM 1 --- CALL TO ORDER

Chair Pirie called the meeting to order at 12:45 P.M. The meeting was conducted at the District Offices, 24580 Silver Cloud Court, Monterey, California, with the following members present:

Director Pirie	Director Monaco	Director Campos
Director Calcagno	Director Storey (arrived 1:00 p.m.)	

Staff Present:

Richard A. Stedman, Air Pollution Control Officer
Les Girard, District Counsel
David Fairchild, Planner III
Esta Martin, Admin. Manager
Linda Mounday, Asst. to APCO/Clerk of the Boards
Cynthia Searson, Senior Administrative Assistant

AGENDA ITEM 2 --- PUBLIC COMMENT

The Chair invited comments from the public, and there were none.

AGENDA ITEM 3 --- SUMMARY OF ACTIONS FROM AUGUST 19, 2009

Motion was made by Director Monaco, Seconded by Director Calcagno, and carried to approve the Summary of Actions of the August 19, 2009 meeting as presented.

AGENDA ITEM 4 --- CONSIDER STAFF RECOMMENDED AWARDS OF
FY2009-10 AB2766 EMISSIONS REDUCTION GRANT PROGRAM

David Fairchild, District Planner III, presented an overview of the final applications for the FY09-10 AB 2766 Grant Program. A total \$2.8 million in grants was requested. \$1.36 million was budgeted by the Board.

He then reviewed the following:

- Cost-Effectiveness
- Standard Criteria
- Scoring Applications
- Maximum Eligible Grant Award
- Project Eligibility
- Geographic Allocation
- Greenhouse Gas Reductions
- Alternate Awards

Mr. Fairchild provided an overview of two tables which were attached to the staff report. The tables are: Table 1. Allocation of AB2766 Grant Funds by Population and Staff Recommended Awards and Table 2. FY2766 Application Scoring, Funding and Award Recommendations.

This matter is coming before the full Board at today's meeting for action. No Action was required at this time.

AGENDA ITEM 5 --- APPROVE REQUEST TO FILL ADMINISTRATIVE
SERVICES MANAGER POSITION

Mr. Stedman, Air Pollution Control Officer, reported that the Administrative Services Manager, has announced her retirement effective the end of the year.

He indicated that the position would be filled as the same title, with the duties and responsibilities remaining the same.

Following discussion by committee members and upon motion of Director Campos, seconded by Director Monaco, and unanimously carried, the Committee approved filling the Administrative Services Manager position.

THE COMMITTEE ADJOURNED AT 1:30 P.M.

Summary of Actions Prepared by
Cynthia Searson,
Senior Administrative Assistant



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Date of Consideration: October 21, 2009

TO: MBUAPCD Budget and Personnel Committee

FROM: Richard A. Stedman, Air Pollution Control Officer

SUBJECT: Creation of Planner I Position in the Planning Section and
Authorization for an Internal Recruitment for the Position

RECOMMENDATION

Create a Planner I position in the Planning Section by using a position from one of the other Divisions.

DISCUSSION

Shift in Workloads

There is a need in the Planning Section for assistance in the Lower Emission School Bus Replacement and Retrofit Programs, as well as with the increased workload associated with new and changing federal and State air quality planning requirements. A position from one of the other Divisions will be devoted to meet this need. The result will be a transition of one position in another Division to a Planner I in the Planning Section.

Fiscal Impact

The recommended proposal would avoid \$25,000 in consultant fees for the last six months of FY 09-10, which otherwise would be needed to provide staff support for the grant program, and would avoid a potential reduction in staff as a result of decreased District revenues. Funding is available in the Grant Program budgets to cover the expense of the new position.

Internal Recruitment

If approved by the Board, the APCO would internally recruit for the new position, with the intention of selecting someone before the end of the year.

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