



**A G E N D A**  
**NSCAPCD Board of Directors**  
**Wednesday, September 5<sup>th</sup> at 10:00 AM**  
**Cloverdale Regional Library**  
401 N Cloverdale Blvd, Cloverdale, CA 95425

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**\*\*\* NOTE: MEETING LOCATIONS \*\*\***

**The Wednesday, September 5, 2018 meeting will be held at the Cloverdale Regional Library, located at 401 N. Cloverdale Blvd, Cloverdale.** Subsequent meeting locations rotate at community locations within District jurisdiction such as: Healdsburg, Cloverdale, and Guerneville. See the District website for upcoming scheduled locations or join our e-mail notifications list (NoSoCoAir.net).

**Call to Order**

**Statement of Meeting Procedures.** Welcome to the Northern Sonoma County Air Pollution Control District's ("NSCAPCD" or "District") Board of Directors meeting of Wednesday, September 5, 2018. If you wish to speak on an issue not appearing on the agenda, you may do so during the public comment period. However, please note that the Board is not permitted to take action on topics addressed under public comment. All items that are listed on the agenda will be open for public comments before final action is taken. The Board requests that you state your name and association for the record before you speak. Be aware that there is a 5-minute time limit per speaker, and the Chairperson has the discretion to limit the total discussion time on any item. Please place all cell phones in silent mode. Thank you for your participation and cooperation.

[05] **Flag Salute / Roll Call / Determination of a Quorum**

[05] **Approval of Minutes:** June 6, 2018, Regular Meeting.

**Public Comment:** Any person desiring to address the Board on any item not on the agenda, which is within the jurisdiction of the Board, may do so at this time. No action will be taken on any issue not currently on the agenda.

[10] 1. **Information Item: FY 2017/18 Budget Conclusion – Report Out.** At the end of the 2017/18 Fiscal Year closeout, the District has a good story to tell. The District's revenues exceeded expenditures and the District did not dip into its reserves for Operations. It was also likely the most active fiscal year to date with the District's grants programs, expending \$931,713 on clean air incentive programs, plus \$30,000 to RCPA in support of county GHG and climate mitigation programs.

- [10] 2. **Action Item: District Audit Frequency.** California Special Districts, including the Northern Sonoma County Air Pollution Control District, are bound by California Government Code (CGC) §26909 to perform a Comprehensive Annual Fiscal Report (CAFR). This section of the CGC provides that a District may go to a biennial audit schedule if the District’s Board of Directors unanimously requests it and the county Board of Supervisors unanimously vote in favor of it.

*Recommended Action: Unanimously approve Resolution #18-11 in support of the District performing biennial fiscal audits.*

- [10] 3. **Action Item: Adopt County of Sonoma employee safety Management Program.** As a matter of county policy, the County of Sonoma employee Safety Management Program (“Program”) does not apply to the District employees; however, the District utilizes county employees. It is important that the District meet all its obligations by implementing an ongoing employee occupational health and safety program. District staff proposes adoption of the county Program, supported by HR services the District currently contracts from the county Human Resources Department, and in combination with the Injury and Illness Prevention Program (IIPP) the District currently maintains provides for a comprehensive solution.

*Recommended Action: Adopt the County of Sonoma employee Safety Management Program via resolution #18-12.*

- [10] 4. **Information Item: New District Handbook Content.** Staff requests that the Board provide discussion and direction on the emerging “District Handbook” content. The unique structure of the District along with its regulatory and public health and safety responsibilities makes an informative handbook for Board members a necessity. It is also a good practice for employees to have a reference with District-specific information and policies. This handbook will serve the District Boards and employees.

- [15] 5. **Information Item: “Healthy Forests, Clean Air” Initiative.** Staff requests discussion and direction from Board regarding its emerging “Healthy Forests, Clean Air” initiative. The District will define its role in cooperative efforts with strategic partners and shareholders in relation to maintaining overall forest health and addressing air quality related health and safety concerns about air quality in the event of an emergency. Staff will demonstrate its new capability to rapidly deploy air quality sensors.

- [10] 6. **Information Item: Update on District Legislative Platform.** District Counsel will provide an end of legislative session summary for 2018 and preview relevant topics for the next legislative session that will begin in January 2019.

- [5] 7. **Information Item: District Report-Out.**

- [5] 8. **Action Item: Cancellation of November 7, 2018 Regular Scheduled Board Meeting.** Due to lack of action items for the Board’s consideration, the District staff proposes cancellation of the November 7<sup>th</sup> meeting. The following regular scheduled meeting is January 9<sup>th</sup>.

## Meeting Adjournment

Northern Sonoma County Air Pollution Control District is committed to ensuring that persons with disabilities are provided the resources to participate fully in its public meetings. If you require disability-related modifications or accommodations, please contact the Clerk of the Board. All requests must be in writing and must be received by the Clerk five business days prior to the scheduled meeting for which you are requesting accommodation. Requests received after such time will be accommodated only if time permits.

Materials related to this meeting which are provided to Board members after distribution of the meeting packet are available for public inspection during business hours at the Air Pollution Control District office at 150 Matheson St, Healdsburg, CA 95448. District Office Telephone: (707) 433-5911.