



MEMORANDUM

TO: Community Advisory Council (CAC) Members

FROM: Aeron Arlin Genet, Air Pollution Control Officer

SUBJECT: Change to Scheduled Meeting Day and Frequency

DATE: December 28, 2017

MEETING: January 11, 2018

In October 2017, Aeron Arlin Genet was elected to the California Air Pollution Control Officers Association (CAPCOA) Board, an association of Air Pollution Control Officers representing all thirty-five local air quality agencies throughout California. The CAPCOA Board meets on the second Wednesday and Thursday of the month, therefore conflicting with the current Community Advisory Council (CAC) meeting schedule.

Staff is looking to move the CAC meeting day to either the 3rd Tuesday of the month or the 4th Wednesday of the month in order to allow Ms. Arlin Genet's attendance. At the January 11, 2018 meeting, CAC members will be polled to determine which day is most convenient to the majority of the membership.

Furthermore, due to the District's current nonattainment transitional status for ozone, and the possibility of seeing fewer rule amendments in the future, staff would like to address the meeting frequency notated in Section 1 of the By-Laws as "at least once each calendar quarter...". In an effort to maintain continuity with the CAC during periods where there may not be many planning or rulemaking matters to discuss, staff would commit to providing quarterly written updates. Physical meetings would then take place on an as-needed basis.

In order to change the regular meeting day and frequency, the CAC By-Laws will have to be revised and approved by the APCD Board of Directors. The By-Laws are attached for your review and reference.

Attachment:

- 1) CAC By-Laws