




air pollution control district  
SANTA BARBARA COUNTY

## South Central Coast Basinwide Control Council Agenda Item

TO: South Central Coast Basinwide Control Council  
FROM: Aeron Arlin Genet, Air Pollution Control Officer   
CONTACT: Lorena Saldana, Executive Assistant/Board Clerk, (805) 979-8282  
SUBJECT: South Central Coast Basinwide Control Council By-Laws Update

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### RECOMMENDATION:

Consider adoption of revised South Central Coast Basinwide Control Council (BCC) By-Laws. Some of the significant revisions include:

1. Restructured and reorganized the document for improved clarity;
2. Specified the date and time for which a regular BCC meeting can be scheduled;
3. Specified the purpose of the BCC;
4. Changed the way meeting minutes are to be recorded to action minutes; and
5. Removed the Technical Advisory Committee.


### BACKGROUND:

The BCC has not reviewed or updated its By-Laws in over twelve years. The Air Pollution Control Officers and Clerks of the Boards of each Air District, and the Santa Barbara County Air Pollution Control District's Counsel have reviewed the By-Laws and are recommending revisions for consideration by the BCC.

### ATTACHMENTS:

A. South Central Coast Basinwide Control Council Updated By-Laws

Aeron Arlin Genet, Air Pollution Control Officer

 (805) 979-8050

 260 N. San Antonio Rd., Ste. A Santa Barbara, CA 93110

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# ATTACHMENT A

## South Central Coast Basinwide Control Council Updated By-Laws

March 24, 2022

South Central Coast Basinwide Control Council

260 San Antonio Road, Suite A  
Santa Barbara, California 93110

BY-LAWS  
of the  
SOUTH CENTRAL COAST BASINWIDE  
AIR POLLUTION CONTROL COUNCIL

I. NAME

This Council shall be known as the South Central Coast Basinwide Air Pollution Control Council (BCC) as authorized pursuant to California Health and Safety Code §40900.

II. GENERAL

All meetings and proceeding of the BCC shall be in accordance with applicable statues governing public entitles, including but not limited to, the Ralph M. Brown Act, and the Public Records Act.

III. PURPOSE

General coordination activities of the BCC. The BCC shall work to assist Districts in the South Central Coast Air Basin in coordinating all air pollution control activities to ensure that the entire South Central Coast Air Basin is, or will be, in compliance with the requirements of State and Federal Law, by carrying out the following activities:

- A. Promote unity and efficiency among Districts and act as a forum for sharing knowledge and information.
- B. Share Clean Air Plans of each District at each update.
- C. Compare and promote uniformity in implementation of air pollution laws. .
- D. Benefit the citizens of the South Central Coast Air Basin by disseminating information to the public concerning health effects of air pollution.
- E. Develop and maintain close communications and a publicly responsible cooperative relationship with CARB and the Environmental Protection Agency for the purpose of advising them on the impact of proposed regulations and programs on the citizens of the South Central Coast Air Basin and on the District.
- F. Participate in the development and promotion of legislation beneficial to the South Central Coast Air Basin, and oppose legislation that is not beneficial, by direct contact with the State Legislature, Congress, and legislative staffs.
- G. Perform other BCC activities as needed.

#### IV. MEMBERSHIP

- A. Pursuant to the provisions of Health and Safety Code §40900 the membership shall consist of one Board Member, appointed by the Air Pollution Control Board from each of the following Air Pollution Control Districts:
  - San Luis Obispo County
  - Santa Barbara County
  - Ventura County
- B. The membership of the BCC shall serve at the pleasure of their respective Air Pollution Control District Boards.
- C. An alternate, who is also a District Board Member, shall be appointed by each Air Pollution Control District. The alternate shall have the same rights and privileges as the primary member, but shall only act in the absence of said member.
- D. Each Air Pollution Control District is entitled to one vote. No District shall be entitled to more than one vote on any question.

#### V. OFFICERS AND DUTIES

All officers shall be elected by the membership to serve for a term of one year and assume their offices at the first meeting of each calendar year.

##### A. CHAIR

1. The Chair shall preside at all BCC meetings.
2. The Chair shall appoint the membership to committee assignments as needed.
3. The Chair shall have the power to call for special meetings with due regard to reasonable notice to BCC members and full compliance with the Brown Act.

##### B. VICE-CHAIR

1. The Vice-Chair shall serve as the Chair in the event the Chair is not able to preside at a BCC Meeting.

##### C. RECORDING SECRETARY

1. The Recording Secretary shall be appointed from one of the assistants of one of Air Pollution Control Districts. Terms of office and rotation occur between the Districts on a yearly basis at the first meeting of each calendar year .

2. The Recording Secretary shall keep action minutes of all the proceedings of the all meetings of the BCC.

## VI. MEETINGS

### A. Regular Meetings

1. At least one meeting shall be held during each calendar quarter, on the fourth Thursday of the month. The meetings shall start at 10:00 A.M. At the first meeting of each calendar year the BCC will establish the month of each meeting for quarter 2, quarter 3, quarter 4 of the current year, and the next quarter 1 of the following year.
2. Two members constitute a quorum, and a quorum is needed for an official meeting. If a quorum is not present by 10:15 A.M., the meeting will be adjourned.
3. Two votes must be cast in favor of or against a matter for a BCC action to pass. When a member is participating remotely, all votes must be done by roll-call.
4. Minutes shall be kept of all meetings.
5. Copies of the minutes shall be distributed to each BCC member, the respective Air Pollution Control Boards and other persons, as requested, one week prior to the meeting date.

### B. Special Meetings

1. To be held at the discretion of the Chair.
2. Special meetings shall be held to fulfill direction of the BCC .

## VII. FINANCES

- A. Cost of operation of the BCC shall be born equally by the individual districts.
- B. If unusual costs are anticipated the individual Districts shall be requested to appropriate funds to accommodate such costs.
- C. All expenditures by the BCC that require individual District appropriation shall be made only upon approval by the BCC and appropriation by the Districts.

## VIII. COMMITTEES

### A. Arbitration Committee

1. When disputes cannot be resolved between the Air Pollution Control Districts, the Chair shall request the Air Pollution Control Boards of each District to appoint two members as a temporary arbitration committee to meet together to hear, resolve or recommend corrective action.
2. In the event the dispute cannot be resolved by the arbitration committee, the BCC shall act to resolve the dispute.

AIR POLLUTION CONTROL COUNCIL  
SOUTH CENTRAL COAST BASINWIDE AIR POLLUTION CONTROL COUNCIL  
STATE OF CALIFORNIA

In the Matter of the  
By-Laws of the South Central Coast  
Basinwide Air Pollution Control Council

Resolution No: \_\_\_\_\_

WHEREAS, the South Central Coast Basinwide Air Pollution Control Council of the South Central Coast Air Basin has been duly formed and constituted pursuant to the provision of Section 40900 of the California Health and Safety Code, and

WHEREAS, the South Central Coast Basinwide Air Pollution Control Council meets periodically for the conduct of regular Air Basin business, and

WHEREAS, the Air Pollution Control Districts of San Luis Obispo, Santa Barbara, and Ventura Counties have entered into a joint understanding providing for a Coordinated Basinwide Air Pollution Control Program, and

WHEREAS, revised By-Laws have been developed by the staffs of County Air Pollution Control Districts within said South Central Coast Air Basin,

NOW, THEREFORE, BE IT RESOLVED by the South Central Coast Basinwide Air Pollution Control Council of the South Central Coast Air Basin, that the By-Laws are hereby adopted as attached hereto.

Passed and adopted by the South Central Coast Basinwide Air Pollution Control Council of the South Central Coast Air Basin on the \_\_\_\_\_ day of \_\_\_\_\_, 2022, by the following roll call vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
San Luis Obispo County APCD

\_\_\_\_\_  
Santa Barbara County APCD

\_\_\_\_\_  
Ventura County APCD