

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

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NORTHERN SIERRA

AIR QUALITY MANAGEMENT DISTRICT

BOARD OF DIRECTORS

REGULAR BOARD MEETING

MONDAY

February 24, 2020

1:00 p.m.

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
BOARD OF DIRECTORS REGULAR MEETING

February 24, 2020

1:00 p.m.

This meeting will be held by Video/Telephone Conference at the
following locations:

(Site A) VIDEOCONFERENCE/TELEPHONE CONFERENCE

Northern Sierra Air Quality Management District (Headquarters)

200 Litton Drive, Conference Room 316

Grass Valley, California

(Site B) VIDEOCONFERENCE/TELEPHONE CONFERENCE

Northern Sierra Air Quality Management District (Northern Office)

257 E. Sierra Street, Unit E

Portola, California

(Site C) TELEPHONE CONFERENCE

10879A Donner Pass Road, CONFERENCE ROOM

Truckee, California

All items on the agenda may be acted upon by the Board of Directors. No action will be taken nor discussion held at the meeting on business not appearing on the posted agenda.

- I. **Standing Orders:**
 - Call to Order.
 - Roll call and determination of quorum.
- II. **Public Comment:** For items **NOT** appearing on the agenda and within the jurisdiction of the Board. The public may comment on Agenda items as they are discussed.
- III. **Consent Calendar** These Items Are Expected to Be Routine and Noncontroversial. They Will Be Acted on By the Board at One Time Without Discussion. Any Board Member, Staff Member, or Interested Party May Request That an Item Be Removed From the Consent Calendar for Discussion.
 - A. Approval of regular meeting minutes – January 27, 2020 *Page 5*
 - B. The State of California Department of Justice Office of the Attorney General and the Fair Political Practices Commission Ethics Training *Page 9*
 - C. Conflict of Interest Forms (FPPC) DUE MARCH 15th *Page 10*
- IV. **Administrative Report**
 - A. Public Hearing Emergency Episode Plan *Page 11*

- B. Human Resource Assistance *Page 28*
- C. Proposed Modification to Policy # 2165.9.1 Dental/Vision Care Plan *Page 29*

V. Director's Report

- A. Status on Portola PM2.5 Nonattainment Area *Page 31*
- B. Status of Carl Moyer/FARMER projects *Page 32*
- C. Northern Sierra Air Quality Management District's Strategic Plan for 2020 *Page 34*
- D. Northern Sierra Air Quality Management District's Accomplishments - 2019 *Page 79*

VI. Closed Session

- A. **Closed Session Item** - Performance Evaluation of the Air Pollution Control Officer, Gretchen Bennitt (Government Code Section 54957). *Page 86*

VII. Concerns of Board - The Board may at this time bring up matters it wishes to discuss at the next Board Meeting, as long as no discussions are conducted and no actions are taken, in compliance with the Brown Act.

VIII. Schedule next Meeting – March 23, 2020

IX. Adjournment

PERSONS DESIRING TO ADDRESS THE BOARD

Meetings of the Board of Directors shall be conducted by the Chairperson in a manner consistent with the policies of the District. The latest edition of Robert's Rules of Order, Revised shall also be used as a general guideline for meeting protocol. District policies shall prevail whenever they are in conflict with Robert's Rules of Order, Revised.

All Board meetings shall commence at the time stated on the agenda and shall be guided by same.

PUBLIC COMMENT:

Provisions for permitting any individual or group to address the Board concerning any item on the agenda of a special meeting, or to address the Board at a regular meeting on any subject that lies within the jurisdiction of the Board of Directors, shall be as follows:

Three (3) minutes may be allotted to each speaker and a maximum of fifteen (15) minutes to each subject matter;

No boisterous conduct shall be permitted at any Board meeting. Persistence in boisterous conduct shall be grounds for summary termination, by the Chairperson, of that person's privilege of address.

No oral presentation shall include charges or complaints against any District employee, regardless of whether or not the employee is identified in the presentation by name or by another reference which tends to identify. All charges or complaints against employees shall be submitted to the Board of Directors under provisions contained in District Policy 1030.

Willful disruption of any of the meetings of the Board of Directors shall not be permitted. If the Chairperson finds that there is in fact willful disruption of any meeting of the Board, he/she may order the room cleared and subsequently conduct the Board's business without the audience present. In such an event, only matters appearing on the agenda may be considered in such a session.

After clearing the room, the Chairperson may permit those persons who, in his/her opinion, were not responsible for the willful disruption to re-enter the meeting room.

Duly accredited representatives of the news media, whom the Chairperson finds not to have participated in the disruption, shall be admitted to the remainder of the meeting.

Members of the public are given the opportunity to address the Board of Directors directly at each teleconference location.

POSTING AGENDA:

This agenda was posted at least 72 hours prior to the regular meeting at the following locations: Eric Rood Government Center in Nevada City, The Plumas County Courthouse in Quincy, the Litton Building in Grass Valley, the Plumas County Board of Supervisors Chambers in Quincy, Sierra County Courthouse Square in Downieville. **The agenda and board packet are available on-line prior to the Board Meeting at www.myairdistrict.com**

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To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: February 24, 2020

Agenda Item: III.A

Agenda Description: Approval of regular meeting minutes – January 27, 2020

Requested Action: The minutes are attached for Board comment/approval.

ROLL CALL VOTE REQUESTED

Attachments:

1. Draft January 27, 2020 minutes

DISTRICT HEADQUARTERS

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MINUTES

**NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
BOARD OF DIRECTORS REGULAR MEETING**

January 27, 2020

1:00 p.m.

(Site A) VIDEOCONFERENCE/TELEPHONE CONFERENCE

Northern Sierra Air Quality Management District (Headquarters)

200 Litton Drive, Conference Room 316

Grass Valley, California

(Site B) VIDEOCONFERENCE/TELEPHONE CONFERENCE

Northern Sierra Air Quality Management District (Northern Office)

257 E. Sierra Street, Unit E

Portola, California

(Site C) TELEPHONE CONFERENCE

10879A Donner Pass Road, CONFERENCE ROOM

Truckee, California

Members Present:

Supervisor Scofield, Chair
Supervisor Anderson, Vice Chair
Supervisor Roen
Supervisor Huebner
Supervisor Simpson

Members Absent:

Supervisor Thrall

I. Standing Orders:

Call to Order. Roll Call and Determination of Quorum.

Chair Scofield called the meeting to order at 1:01 P.M. A quorum was confirmed. Gretchen Bennett, APCO; Julie Ruiz, APCSII, Dawn Lunsford, Accounting Clerk/Administrative Assistant, Melissa Klundby, APCSI, Kit Elliott, District Counsel were also in attendance.

II. Public Comment: For Items NOT Appearing on the Agenda and Within the Jurisdiction of the Board. The Public May Comment on Agenda Items As They

Are Discussed. Both Teleconference Sites are Allowed an Opportunity for Public Comment.

Chair Sanchez called for public comment. There was no public present at either site.

III. Administrative Report

A. Election of Chair and Vice-Chair for 2020

There was a motion by Supervisor Roen, to nominate Supervisor Huebner as Chair of the Northern Sierra Air Quality Management District for 2020. Supervisor Scofield seconded it. The motion was approved unanimously with a roll call vote. There was a motion by Supervisor Huebner to nominate Supervisor Roen as Vice Chair for the Northern Sierra Air Quality Management District for 2020. Supervisor Anderson seconded the motion. The motion was unanimously approved with a roll call vote. Supervisor Scofield handed the gavel to Supervisor Heubner to Chair the remainder of the meeting.

B. Approval of regular meeting minutes – November 25, 2029

Supervisor Roen made a motion to approve the minutes of the November 25, 2019 minutes. Supervisor Scofield seconded the motion. The motion was approved with a roll call vote.

C. Request for Plumas County AB2766 Funds to be allocated to Portola 2018 Targeted AirShed Grant Woodstove Program

Ms. Bennitt explained that the District received approval for another Targeted AirShed Grant for 2018. EPA has requested a match of \$40,000. Supervisor Simpson made a motion to approve the transfer of one year's allocation (FY 2021) of Plumas County's AB2766 funds to be utilized as match to the Portola 2018 Targeted Air Shed Grant of 3.1 million. Supervisor Roen seconded the motion. The motion was approved with a roll call vote.

D. December 2019 Budget Report for FY 2019-2020 (Second Quarter)

Supervisor Scofield made a motion to approve the Second Quarter Budget Report (FY 2019-2020). Supervisor Roen seconded the motion. The motion was approved with a roll call vote.

E. Revision to Policy # 3020 Audits and Accounting and Policy # 3030 Inventory Control018

Supervisor Anderson made a motion to approve the December 2018 budget report. Supervisor Roen seconded the motion. The motion was approved with a roll call vote

IV. Director's Report

A. January 15, 2020 Air District Board meeting with Senator Dahle

Supervisor Huebner and Gretchen Bennitt discussed with the Board how well their visit with Senator Dahle went. Gretchen handed out the packets to the Board which were given to Senator Dahle.

B. Status of Portola PM2.5 Nonattainment Area

Ms. Bennitt discussed that the EPA and CARB would be visiting Portola on January 29 to better understand PM emission sources in Portola.

V. Concerns of the Board

Supervisor Roen requested clarification on whether it was appropriate for the Air District to pay stipends to Board members in light of the newly adopted AB5. District Counsel, Kit Elliott requested that Gretchen Bennitt draft her an email asking this question and she would respond.

VI. Schedule next Meeting – Next meeting was scheduled for February 24, 2020.

VII. Adjournment

The meeting was adjourned at 1:50 P.M.

To: Northern Sierra Air Quality Management District Board of Directors
From: Gretchen Bennett, Air Pollution Control Officer
Date: February 24, 2020

Agenda Item: III.B

Agenda Description: The State of California Department of Justice Office of the Attorney General and the Fair Political Practices Commission Ethics Training

Issues:

The State of California Department of Justice Office of the Attorney General and the Fair Political Practices Commission ethics training courses are available on-line at www.localethics.fppc.ca.gov/ab1234/. State Law requires certain local officials to receive two hours specified ethics training every two years. After completion of this ethics training course you will be able to print out a certificate of completion which a copy will need to be forwarded to the District per District Policy #1020.6.

Requested Action:

If warranted, please complete the required training and submit a certificate of completion to the Air District.

Attachments:

1. none

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To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: February 24, 2020

Agenda Item: III.C

Agenda Description: Conflict of Interest Forms for the Fair Political Practices Commission (FPPC) are DUE MARCH 15th

Issues:

The Political Reform Act, Government Code Section 81000, et.seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. This is also required through District Policy #1020.

Requested Action:

1. Complete the required Conflict of Interest Forms online at <http://www.fppc.ca.gov/Form700.html>

Attachments:

1. None

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: February 24, 2020

Agenda Item: IV.A

Agenda Description: Public Hearing Emergency Episode Plan

Issues:

The attached Emergency Episode Plan (EEP) is required under 40 CFR Part 51, Subpart H, "Prevention of Air Pollution Emergency Episodes" because the Mountain Counties Air Basin Air Quality Control Region has exceeded the 1-hour maximum ozone threshold of 0.10 ppm. The highest 1-hour ozone concentration ever recorded in the Northern Sierra Air Quality Management District was 0.165 ppm, in 1999. This EEP is required to theoretically prevent ambient ozone concentrations from reaching the "Significant Harm" level of 0.6 ppm (averaged over 2 hours). It includes notification and mitigation measures to take at various ozone concentrations, beginning with a public health advisory at 0.15 ppm.

Requested Action:

1. Open a Public Hearing to accept comments on the Air District's Emergency Episode Plan
2. Consider adopting the Plan by authorizing the Chair to sign Resolution #

ROLL CALL VOTE REQUESTED

Attachments:

1. Emergency Episode Plan
2. Resolution #2020-01

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

Ozone Emergency Episode Plan

PREPARED IN COMPLIANCE WITH THE FEDERAL CLEAN AIR ACT

Proposed for Adoption February 24, 2020

Purpose

This Ozone Emergency Episode Plan provides the basis for taking action to prevent ambient ozone concentrations from reaching levels which could endanger public health, or to abate such concentrations should they occur. It identifies criteria for the four trigger levels for emergency episodes and components for public announcements whenever an episode has been identified. Additionally, it specifies emission control strategies to be taken with each successive level of an ozone emergency episode. The Significant Harm Level specified in 40 CFR Part 51.151 is a 2-hour average of 0.6 parts per million (ppm). The highest concentration ever recorded in the Emergency Episode Plan area was a 2003 value of 0.12 ppm in western Nevada County.

Area Characterization

The Northern Sierra Air Quality Management District (NSAQMD or District) is a mountainous California air district that covers the counties of Nevada, Sierra, and Plumas. Most of the District is sparsely populated, with the exception of several small towns. There are no "urbanized areas" in the NSAQMD.

Population summary (2010 US Census Data):

Total Population 122,211

Nevada County	98,764 (approx. 80,000 in the nonattainment area)
Sierra County	3,240
Plumas County	20,207

Incorporated city population within the ozone nonattainment area:

Grass Valley	12,860
Nevada City	3,068

Incorporated city population outside the ozone nonattainment area:

Town of Truckee	16,180
Portola	2,104
Loyalton	769

Total Area: 4,549 square miles (larger than Delaware and Rhode Island combined).

The overall density of the NSAQMD is less than 27 people per square mile (24 acres per person).

The Sierra Nevada mountain range splits the air district, which varies in elevation from several hundred feet above sea level to mountain peaks reaching more than 9,000 feet above sea level. The towns of Portola, Loyalton, and Town of Truckee are east of the Sierra crest and have very different weather from the western Nevada County nonattainment area. Historical ozone data from Grass Valley (in western Nevada County) and Truckee give no indication of a connection between conditions on the east side and west side of the Sierras, with ozone concentrations consistently lower on the east side. Therefore, the U.S. Environmental Protection Agency (U.S. EPA) limited its non-attainment designation to the western portion of Nevada County.

Most of the ozone observed in the nonattainment area is transported from the upwind Sacramento region and, to a lesser extent, the San Francisco Bay Area (as documented in the NSAQMD's 2008 Ozone SIP). From south to north, the western portion of the NSAQMD is divided topographically and meteorologically by a series of massive river canyons, some more than 2,000 feet deep, that run predominantly east/west. These canyons, by their profound

mixing effects on tropospheric air masses, serve to disrupt the spread of ozone from the upwind urban areas located in other air districts further south.

The NSAQMD's only current ozone monitor is located at an elevation of approximately 2,860 feet, in the city of Grass Valley in western Nevada County. Previous monitoring in Truckee and Quincy demonstrate that western Nevada County tends to have much higher ozone concentrations than other parts of the NSAQMD. This is due to its proximity to the Sacramento region and the resulting transport on high ozone days. Western Nevada County is also the most densely populated portion of the NSAQMD, has the most traffic, and is the warmest during the summer months (due largely to its lower elevation). If any part of the NSAQMD were to ever exceed an ozone concentration of 0.2 ppm or higher, it would likely be western Nevada County (unless wildfire emissions cause a localized spike elsewhere). Nonetheless, this Emergency Episode Plan covers the entire NSAQMD.

Legal Authority

The Federal Clean Air Act (CAA or Act)¹ gives the U.S. EPA the legal authority to halt the emission of air pollutants causing or contributing to the injury of the public or their welfare. The U.S. EPA is further authorized to either bring a lawsuit in federal court or, if such civil action cannot assure prompt protection of public health or welfare, to issue such orders as may be necessary to protect public health, welfare, or the environment. As required by CAA section 110(a)(2)(G), similar authority as granted to the U.S. EPA Administrator is vested in the California Air Resources Board (CARB) and the air districts under the California Health & Safety Code (H&SC)². This section of California law applies to a range of emissions violations and imposes penalties that are equivalent to or exceed federal penalties for violations.

Under the authority of the H&SC, CARB is responsible for controlling emissions from mobile sources, while districts have primary responsibility for controlling emissions from non-mobile sources. H&SC Section 41700 states that sources are prohibited from emitting any pollutant(s) that cause injury, detriment, nuisance, annoyance to the public, or that endanger the comfort, repose, health, or safety of the public. Furthermore, H&SC Section 42450, et seq. gives districts specific authority to abate emissions from any source violating H&SC Section 41700 or any other order, rule, or regulation that prohibits or limits the discharge of pollutants, consistent with applicable notice and hearing requirements. Under H&SC Section 41509, CARB or other local agency rules cannot infringe upon a district's authority to declare, prohibit, or abate a nuisance, and California's Attorney General is authorized to enjoin any pollution or nuisance, either on his or her own or by request.

In addition to the authority under H&SC, local air districts can work with the local governing body of a city, county, or city and county, pursuant to the California Emergency Services Act³, to proclaim a local emergency when there are conditions of disaster or of extreme peril to the safety of persons and property within the territorial limits of a city, county, or both a city and county, caused by such conditions as air pollution⁴. When a local emergency is declared, cities and counties shall implement their emergency plans and take actions to mitigate or reduce the emergency threat.

¹ Federal Clean Air Act Section 110(a)(2)(G)

² California Health and Safety Code Section 42400 et seq.

³ California Emergency Services Act, California Government Code Section 8550-8668

⁴ California Government Code Section 8558 (c)

Actions may include deploying field-level emergency response personnel such as law enforcement, activating emergency operation centers, and issuing orders to protect the public. Through a local emergency declaration, air districts can obtain law enforcement aid from local governing bodies to accomplish necessary actions for preventing ambient ozone concentrations from reaching the significant harm level.

Requirement for a Plan for the Prevention of Air Pollution Emergency Episodes

Under the Code of Federal Regulations (CFR)⁵, regions that have hourly ozone concentrations above 0.10 ppm are classified as Priority I Regions and are required to develop a "Contingency Plan" which must, at a minimum, provide for taking action necessary to prevent ambient ozone concentrations at any location in such region from reaching the significant harm level of 0.6 ppm referenced above. Per the definition at 40 CFR Part 51.100(m) "*Region* means an area designated as an air quality control region (AQCR) under section 107(c) of the Act." All of Plumas, Sierra and Nevada County are in the Mountain Counties Intrastate Air Quality Control Region as designated in 40 CFR 81.274.

As set forth in the CFR, three trigger levels (stages) are established for ozone pollution episodes: Alert level (0.2 ppm), Warning level (0.4 ppm), and Emergency level (0.5 ppm)⁶. Corresponding actions for each specified trigger level would be identified and will be implemented when the ambient ozone hourly concentration measurements reach the specified trigger levels. These elements and actions should provide for rapid short-term emission reductions at each trigger level, to avoid high ozone concentrations from reaching significant harm levels during an episode.

Development of the Ozone Emergency Episode Plan

Western Nevada County is classified as non-attainment for the 2008 and 2015 federal ozone eight-hour average standards. Since western Nevada County has had more than one day with a maximum one-hour concentration greater than 0.10 ppm between 2014 and 2017, it triggers the Priority 1 classification for emergency episode planning. Therefore, the NSAQMD is required to prepare an ozone emergency episode plan (Plan) to comply with the Infrastructure State Implementation Plan submitted by CARB.

Table 1 shows the number of days exceeding the 1-hour 0.10 ppm threshold at the Grass Valley ozone monitoring site, in western Nevada County, from 2014 through 2017. During this time, the maximum ozone one-hour concentration was 0.108 ppm. The highest ozone concentration ever recorded in the NSAQMD was 0.165 at the Grass Valley monitor in 1999. The NSAQMD operated an ozone monitor in Quincy from 1992 through 2006 which had only one day in that 14-year period with a concentration above 0.10 ppm (0.105 ppm on June 12, 1995). The NSAQMD also operated an ozone monitor in Truckee from 1992 through 2011 which never reached .10 ppm. Also, CARB operated a seasonal (summer months) ozone monitor at White Cloud (12.7 miles east-northeast from the Grass Valley monitor) from 1995 through 2015. The White Cloud monitor recorded hourly values above 0.10 ppm during 12 years out of the 21, with a maximum of 0.12 ppm in 2003, but no values reaching 0.10 ppm in the seven year period of 2009 through 2015. Some of the historic high ozone concentrations may have been caused or exacerbated by wildfires.

⁵ 40 CFR 51.150 and 51.151

⁶ 40 CFR 51 Appendix L

Table 1
Western Nevada County Ozone Monitoring Site
Number of Days with Maximum 1-hour Concentration Greater than 0.10 ppm

		2014	2015	2016	2017
Grass Valley – Litton Building	# of Days	0	1	3	5
	Max Conc.	0.089	0.101	0.101	0.108

Data downloaded from CARB's Aerometric Data and Management (ADAM) system on 9/19/19

Basic Plan requirements are specified in 40 CFR §51.152 (Contingency Plans):

- (a) Each contingency plan must -
 - (1) Specify two or more stages of episode criteria such as those set forth in appendix L to this part, or their equivalent;
 - (2) Provide for public announcement whenever any episode stage has been determined to exist; and
 - (3) Specify adequate emission control actions to be taken at each episode stage. (Examples of emission control actions are set forth in appendix L.)
- (b) Each contingency plan for a Priority I region must provide for the following:
 - (1) Prompt acquisition of forecasts of atmospheric stagnation conditions and of updates of such forecasts as frequently as they are issued by the National Weather Service.
 - (2) Inspection of sources to ascertain compliance with applicable emission control action requirements.
 - (3) Communications procedures for transmitting status reports and orders as to emission control actions to be taken during an episode stage, including procedures for contact with public officials, major emission sources, public health, safety, and emergency agencies and news media.

Industrial Abatement Plan and Inspection Discussion

One of the emission control actions set forth in 40 CFR Part 51, Appendix L is an industrial abatement strategy. An industrial abatement strategy is a pre-planned document prepared by a permitted industrial source (facility) which contains the necessary actions to rapidly reduce that facility's emitted ozone precursor emissions when an episode level is triggered. In order to require such a strategy, an emission threshold should be established for the industrial abatement strategy requirement. Depending on the ozone emergency plans approved by the other air districts in California, the emission thresholds to require the industrial abatement plans are as low as 50 tons per year (tpy) for both reactive organic gases (ROG) and oxides of nitrogen (NOx) emissions. Table 2 shows the four highest ozone precursor emitting facilities in the entire NSAQMD. None of these facilities are located within the nonattainment area (they are all in areas designated as Unclassified/Attainment). The table indicates that there are no facilities in the Western Nevada County nonattainment area that emitted more than two tons of NOx or ROG in 2018.

There are three sources of ozone precursors in the NSAQMD that emit more than 50 tons of ozone precursors per year. They are all located at high elevation 50 miles or more downwind from the ozone monitor. These sources are all wood-fired power plants (not a listed source type in 40 CFR Part 51, Appendix L, Part B - Source curtailment) and their ozone precursor emissions are from the burning of biomass in large boilers. Those boilers take several hours to start up and shut down, during which time emissions increase greatly due to inefficient

combustion. They are most efficient (lowest emissions) when operated at a steady state. During different stages of emergency episodes, these facilities will be requested to initiate specified emission control actions as outlined below.

Table 2
All NSAQMD Sources Emitting More Than 2 Tons per Year of NOx or ROG (2018)⁷

Distance from Ozone Monitor and Elevation	County	Facility	Facility SIC	NOx (tpy)	ROG (tpy)
50 miles, Elev. 3460'	Plumas	Sierra Pacific Industries	2421	269.5	35.5
74 miles, Elev. 4560'	Plumas	Collins Pine	2421	116.6	15.3
53 miles, Elev. 4975'	Sierra	American Renewable Power	4931	65.4	4.6
50 miles, Elev. 5760'	Nevada	Teichert Aggregates	1442	2.2	1.5

All three of the District's major sources are at least 50 miles from the ozone monitor and are located in places where transport of ozone precursors is not possible given the complexity of the terrain and prevailing wind patterns. In addition, all three sources are under permit and are required to report any malfunction or breakdown immediately, and they all have continuous emission monitors. As reflected in Table 3, the vast majority of ozone precursor emissions in western Nevada County (and throughout the NSAQMD) are from natural vegetation. The next largest category of emissions is mobile sources. Furthermore, in instances of wildfires, additional emissions of precursors are possible. These additional emissions combined with transport of ozone and precursor emissions from upwind AQCRs make it more likely to cause high ozone concentrations in the NSAQMD than local stationary industrial sources.

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⁷ CARB CEIDARS database system. Data shown for calendar year 2018.

Table 3
2020 Emission Projections for Western Nevada County Tons per Day

Summer Emissions, Grown and Controlled, Anthropogenic

ROG	NOX	
0.00	0.07	FUEL COMBUSTION
0.00	0.00	WASTE DISPOSAL
0.52	0.00	CLEANING AND SURFACE COATINGS
0.14	0.00	PETROLEUM PRODUCTION AND MARKETING
0.13	0.03	INDUSTRIAL PROCESSES
1.15	0.00	SOLVENT EVAPORATION
0.36	0.14	MISCELLANEOUS PROCESSES
1.01	2.16	ON-ROAD MOTOR VEHICLES
<u>0.96</u>	<u>0.74</u>	OTHER MOBILE SOURCES
4.27	3.13	TOTAL

Source: California Air Resources Board, CEPAM V1.05_RF1160

https://www.arb.ca.gov/app/emsinv/2016ozsip/2016ozsip/fcemssumcat_sip16wnnoz105.php

Biogenic Emissions, May through September, average

ROG	NOx	
226.2	0	BIOGENIC (FROM VEGETATION)

Source: CEPAM V1.03

For the reasons noted above, the NSAQMD proposes to rely on both continuous emission monitoring technology and inspection to verify compliance of sources with their permit conditions and to ascertain compliance with applicable emission control action requirements during any ozone emergency episode stage, as outlined in the *Actions for Each Emergency Episode* section below. The notification list contained later in this document includes all sources emitting more than 50 tpy of NOx or ROG. In the event that safety conditions or the implementation of this plan temporarily prevent in-person inspection, NSAQMD may verify compliance with applicable emission control actions remotely. NSAQMD commits to documenting evidence of compliance status in those circumstances, such as emails from regulated facilities verifying that controls are being implemented, and records of telephone conversations that verify compliance. The NSAQMD receives quarterly data from all of the continuous emission monitors, which can be used to double-check that compliance with all permit conditions and emission limitations was maintained during an ozone emergency episode.

If any source emitting more than 50 tpy of NOx or ROG becomes established in the future in the NSAQMD, it will be evaluated to determine if an industrial abatement strategy or other specific control measures are reasonable and feasible in the case of an ozone emergency episode. If such a plan or measures are deemed reasonable and feasible, the NSAQMD will work with the source to develop an industrial abatement strategy or other prescribed emission reduction measures which will then be added to the contingency plan actions as appropriate.

Health Advisory Level

The NSAQMD proposes 0.15 ppm as a Health Advisory level to initiate emergency actions. The Health Advisory level (0.15 ppm) is lower than the Alert level (0.2 ppm), which is the lowest of

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three trigger levels listed in 40 CFR Part 51, Appendix L. Other air districts in California have approved an Advisory level of 0.15 ppm, including Amador and San Luis Obispo.

Ozone concentrations in Western Nevada County have been substantially reduced through the implementation of existing state and local control measures and a state implementation plan (SIP). The SIP has been developed to identify emission control strategies for mobile and non-mobile sources. Based on the SIP commitments, the NSAQMD adopted or amended rules and developed programs to facilitate progress towards attaining the federal ozone standards. Since the current 2015 federal ozone 8-hour average standard (0.070 ppm) is more stringent than the previous 8-hour standard, the District believes that the development and implementation of control regulations and programs identified by the relevant ozone SIPs will ensure that the 1-hour ozone maximum concentrations are unlikely to reach the proposed Health Advisory level of 0.15 ppm.

In addition, the NSAQMD regulates various types of open burning, including for residential, land development, fire hazard reduction, vegetation management, ecological, and agricultural purposes. The NSAQMD works cooperatively with CARB and fire agencies to provide daily burn day notifications based on meteorological conditions, air quality forecasts, and fire safety. The burn day information is broken down into burn day types to help indicate the quality of a burn day. The District has the authority to override a CARB-declared permissive burn day. Through existing burn programs, the NSAQMD works carefully to ensure that adequate burning for firesafe activities is possible while avoiding public health impacts from smoke and ozone precursor emissions.

In conclusion, the District believes that the proposed Health Advisory level of 0.15 ppm is an appropriate and reasonable level, in addition to the required ozone emergency episode levels set forth in the CAA, to initiate and fulfill the air pollution emergency episode actions proposed by the Plan.

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Emergency Episode Criteria

Table 4 summarizes the four emergency episode trigger levels proposed by the NSAQMD for the 1-hour ozone concentration. The following section identifies the corresponding actions for each trigger level, when the corresponding 1-hour ozone concentration is reached.

Table 4
Trigger Levels of Ozone Emergency Episodes in Western Nevada County

	Health Advisory	Alert (Stage 1)	Warning (Stage 2)	Emergency (Stage 3)
Ozone (1-hour average)	0.15 ppm	0.20 ppm	0.40 ppm	0.50 ppm

Proposed Actions for Ozone Emergency Episodes:

The actions identified for each trigger level of the ozone emergency episodes include public notification and emissions mitigation for industrial and mobile sources. The purposes of these actions are 1) to provide notification to the public when atmospheric stagnation conditions would result in substantially high ozone concentration measurements, and 2) to reduce the ozone precursor emissions rapidly in order to lower the ozone concentration below the triggered emergency episode level. At all trigger levels, the NSAQMD will coordinate with county health officers regarding appropriate messaging (the county health officer has the authority to cancel public events and school activities if warranted).

Air Pollution Forecast

The NSAQMD's air pollution forecasting is informed by prompt acquisition of forecasts of atmospheric stagnation conditions and updates of such forecasts as frequently as they are issued by the National Weather Service. Additionally, the NSAQMD's ozone monitor is included in the Sacramento regional "Spare the Air" program (www.sparetheair.com/airalert.cfm), which provides air quality forecasting and public notification via email and the Internet, along with suggested actions to minimize emissions when ozone concentrations are expected to be elevated. Finally, the NSAQMD contacts CARB's meteorology department for input when conditions are uncertain or are expected to be unusual.

Based on information from the National Weather Service, Spare the Air, and CARB's meteorologists, the NSAQMD posts ozone forecasts on the NSAQMD web site (www.myairdistrict.com), submits them to local media, and provides them to EPA's Air Now web site (www.airnow.gov).

Emergency Episode Declaration

Whenever the ozone 1-hour concentration, measured at the permanent location within the NSAQMD, reaches or is predicted to reach any of the episode trigger levels (stages) as shown in Table 4, the NSAQMD shall declare that an emergency episode is in effect.

In addition, should the Air Pollution Control Officer (APCO) of a district adjacent to the NSAQMD declare a stage 1, 2, or 3 episode within that district and request assistance, the NSAQMD may implement measures as described in this Plan as though the comparable level had been measured within the NSAQMD.

Notification of an Emergency Episode

The District has established an air quality health advisory list serve (available via www.myairdistrict.com) that anybody may sign up for. As of November 2019 the list contained more than 1,000 contacts, including school representatives, athletic coaches, public and private health care professionals, medical facility representatives, radio stations, newspapers, summer camp directors, and individuals of all descriptions who simply want to be informed. It is typically used several times per year for wildfire smoke advisories and would be used for ozone advisory notifications as well.

In addition, the District shall establish and periodically update and review an emergency episode notification list (List). When any emergency episode is declared, the APCO shall notify the officials on the List. The List shall include, and is not limited to, the following entities:

California Air Resources Board;

The County Executive Officers, chief executive officers of the incorporated municipalities within each county, police chiefs, fire chiefs, federal land management agency coordinators and any other public safety officers as deemed appropriate by the APCO;

County Health Officers;

County Offices of Emergency Services;

County Office of Education Superintendents, school districts' superintendents, and private schools' principals;

All air pollution control districts within the Sacramento Valley and Mountain Counties as well as all upwind and downwind districts;

Major newspapers in daily circulation and major television and radio stations (including those who are part of the emergency broadcast system) broadcasting within affected area for appropriate warning, notices, and advisories;

Regional Spare the Air Programs;

District permitted facilities that emit more than 50 tpy of NO_x or ROG; and

District Staff who are responsible for public outreach.

Content of Notification

Notification of an emergency episode shall include information on the predicted or current episode level, the expected duration of the episode, the expected geographic boundaries of the affected area, a statement for the public on the health significance of the air quality during the episode, and the appropriate voluntary or mandatory actions proposed for each episode level. See attached sample notification text for the Advisory level.

Termination of an Emergency Episode

The District shall declare an episode as terminated when the 1-hour ozone concentration measurements from the permanent monitoring site falls below the level of the Alert stage and the meteorological data indicates the ozone concentration is expected to continue decreasing.

Notification of the Termination of an Episode

Upon the declaration of the termination of an episode, the District shall notify those agencies and organizations specified in the List.

Actions for Each Emergency Episode

When an emergency episode is declared, the District shall implement the following control actions. Each progressive episode stage shall include the actions prescribed at the advisory level and the previous stage (unless they conflict).

Health Advisory Level

- Prohibit all open burning, including agricultural and forest management burning, and incineration throughout the affected area, except in an emergency situation as provided for in Section 41862 of the California H&SC;
- Communicate with county health officers regarding coordinated messaging;
- Prepare the advisory notification;
- Notify those public agencies and organizations identified in the List that a health advisory episode has been declared;
- Advise the County Office of Education Superintendent in each county that sustained strenuous activities by students (for both public and private schools) lasting longer than one hour should be discontinued;
- Through the County Offices of Emergency Services in each county, notify the news media to broadcast the appropriate warning to the public, which will include a recommendation that the public curtail unnecessary motor vehicle operation;
- Work with industry to identify targeted facilities with possible emission control actions to reduce the relative emissions; and
- Coordinate with the County Office of Emergency Services in each county to identify possible actions which shall be taken when NSAQMD declares a local emergency for an air pollution episode (e.g. ceasing painting, construction, lawn mowing, pesticide application, and charcoal grilling).

Alert (Stage 1) Episode

- Prepare the emergency episode notification;
- Notify those public agencies and organizations identified in the List that an Alert episode has been declared;
- Request the County Office of Education Superintendent in each county contact the School Superintendents and coordinate with private schools, to suspend students' strenuous activities and consider keeping students indoors;
- Through the County Office of Emergency Services in each county, notify news media to broadcast the appropriate warning to the public, which will include a request that the public curtail any unnecessary motor vehicle and motorized equipment operation;
- Request facilities emitting more than 50 tpy of any ozone precursor to initiate specified emission control actions to reduce emissions (including reducing or curtailing production, allowing workers to telecommute, and recommending that employees refrain from using their vehicles until the episode is terminated);
- Inspect sources emitting more than 50 tpy of any ozone precursor to ascertain compliance with applicable emission control action requirements.

Warning (Stage 2) Episode:

- Request that those agencies and organizations in the List, within the scope of their authority;
- Close all non-essential public agency facilities, except emergency facilities and those facilities necessary in emergencies to protect national security or national defense;
- Request that employees of closed facilities and non-essential public agency employees refrain from using vehicles until the episode is terminated;
- In conjunction with county health officers, request closure of all public and private schools and other educational facilities;
- Request facilities emitting more than 50 tpy of any ozone precursor to initiate emission control actions for maximum emission reduction;
- Request that asphalt production facilities curtail production;
- Request the suspension of all indoor and outdoor events at parks or recreational facilities open to the public;
- Request the suspension of all scheduled athletic events; and
- Request that the County Executive Officers and Health Officer consider declaring a local emergency for air pollution, pursuant to any established procedures, and implement emergency control measures, pursuant to the California Emergency Services Act, when the ambient ozone concentration continues rising and reaches the 1-hour level of 0.40 ppm.

Emergency (Stage 3) Episode: In addition to the actions associated with the Stage 2 Warning episode, the following actions should be implemented in the event of an Emergency episode that reaches Stage 3.

- Request that County Executive Officers declare a local emergency for air pollution and initiate emergency operations plans;
- Request the media broadcast to the public that a local emergency exists for air pollution, due to high ozone concentrations;
- Hospitals within the affected area shall be notified of the alert level to prepare for the possible increase in the number of patients seeking treatment;
- Close principal streets, as deemed necessary by the County Executive Officers, Health Officers, APCO, and local law enforcement agencies;
- Request that the County Offices of Emergency Services engage with the State agency for necessary actions pursuant to the California Emergency Services Act, which includes prohibiting the use of all motor vehicles except for emergencies, or any other action warranted;
- Encourage municipalities to restrict all non-essential construction and painting; and
- Advise the public to forego all lawn care and mowing activities and stop the use of lawn and garden chemicals.
- Through the County Offices of Emergency Services, the following actions shall be conducted, but are not limited to:
 - Close all government facilities which are not immediately necessary for public health and safety, national security, or national defense;
 - Close all recreational facilities, including, but not limited to, those servicing

- boating and off-road vehicles;
- Close all non-emergency commercial and industrial facilities;
- Request implementation of emergency carpooling, or the use of mass transportation.

Commitment

The NSAQMD commits to implementing the proposed actions associated with each stage identified in this Plan. The implementation of the Plan is intended to prevent the ambient ozone concentration (averaged over two hours) from reaching the Significant Harm level of 0.60 ppm.

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SAMPLE PUBLIC NOTIFICATION TEXT (to be placed on NSAQMD letterhead when appropriate)

AIR QUALITY HEALTH ADVISORY -- OZONE

Counties of Nevada, Sierra, and Plumas

[Days of Week, ***Date through *****Date]**

The Northern Sierra Air Quality Management District and the Nevada, Sierra, and Plumas County Public Health Departments are issuing a joint Air Quality Health Advisory to notify the public of expected poor air quality through *****Date. With high temperatures and southwest afternoon winds, ozone in western Nevada County is likely to reach at least the "Unhealthy" range in the afternoons and evenings each day through [*****end date], and fall into the Good to Moderate range in the mornings. [***** Specify days] will likely have the highest ozone concentrations.

Exposure to elevated ozone concentrations can result in eye and throat irritation, headaches, nausea, shortness of breath, congestion, coughing, impaired lung function, and chest pain. People most likely to feel health effects from ozone are the elderly, children, individuals with asthma or other cardiovascular conditions, pregnant women, and anyone who is exercising or working for extended periods outdoors.

The following actions are recommended:

- Limit outdoor exercise to the morning hours and limit outdoor activity in the afternoon and evening to no more than one hour;
- Sensitive individuals should avoid outdoor activity, especially in the later part of the day, and run the air conditioner on the "recirculate" setting if that is an option;
- People with asthma should follow their asthma management plan;
- Avoid unnecessary activities that contribute to air pollution, including painting, motorized equipment use, recreational boat and vehicle use, pesticide use, campfires, and charcoal grilling;
- Minimize driving;
- Contact your doctor if you have symptoms of cough, shortness of breath, chest pain or severe fatigue.

Near real-time air quality conditions may be found at www.sparetheair.com (click on "Current Conditions" on the left) or at www.myairdistrict.com (click on "Local Air Quality" in the lower middle portion). Take into consideration that ozone values typically increase between the afternoon hours of 2 and 10 PM.

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**NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
RESOLUTION #2020-01**

In the Matter of: Proposed adoption of an Ozone Emergency Episode Plan (EEP) in partial fulfillment of Clean Air Act requirements,

Whereas, Section 110(a)(2)(G) of the federal Clean Air Act (CAA) provides authority of emergency powers to the U.S. Environmental Protection Agency (EPA) Administrator to restrain any source from causing or contributing to emissions that present an imminent and substantial endangerment to public health or welfare, or to the environment; and

Whereas, pursuant to the CAA authority, EPA promulgated regulations for emergency episodes to clarify requirements related to emergency episode contingency planning requirements, which are codified in the Code of Federal Regulations (CFR) at 40 CFR Part 51, Subpart H (Parts 51.150 through 51.154); and

Whereas, pursuant to 40 CFR 51.150, Air Quality Control Regions (AQCRs) that have hourly ozone concentrations above 0.10 parts per million (ppm) are classified as Priority 1 Regions for emergency episode planning requirements; and

Whereas, pursuant to 40 CFR 51.151, Priority 1 Regions are required to develop an emergency episode contingency plan to prevent ambient pollution concentrations from reaching the Significant Harm level of 0.6 ppm (2-hour average); and

Whereas, Federal Register, Vol. 79, No. 205, pages 63350-63363 (October 23, 2014) sets precedent for requiring individual air districts to prepare an EEP if any monitoring site within the air district exceeds a 1-hour concentration of 0.10 ppm; and

Whereas, the ozone monitor in Grass Valley has recorded 1-hour ozone concentrations greater than 0.10 ppm in all but eight years since 1989; and

Whereas, 40 CFR 51.152 sets forth minimum EEP requirements, which are reflected in the examples contained in 40 CFR Part 51, Appendix L; and

Whereas, the Northern Sierra Air Quality Management District (NSAQMD) has worked with EPA and the California Air Resources Board (CARB) in the development of the proposed EEP to meet all applicable federal requirements; and

Whereas, Section 15308 of the CEQA Guidelines provide that actions taken by regulatory agencies as authorized by state law to assure the maintenance, restoration, or enhancement of the environment where the regulatory process involves procedures for protection of the environment, are categorically exempt from CEQA review (Class 8 Categorical Exemption), and

Whereas, following a minimum 30-day public notice in all newspapers within the NSAQMD and on the NSAQMD web site, a public hearing was held on February 24, 2020 to provide for public comment and adoption of the EEP;

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NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the NSAQMD Board of Directors that the proposed ozone Emergency Episode Plan is hereby adopted.

On a motion by Supervisor _____, and seconded by Supervisor _____, the foregoing resolution was approved and adopted by the Board of Directors of the Northern Sierra Air Quality Management District at a regular meeting held on February 24, 2020, by the following roll call vote:

Ayes:

Noes:

Absent:

Abstaining:

Approve: _____
Chair of Board

Attest: _____

Dawn Lunsford, Clerk of the Board

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To: Northern Sierra Air Quality Management District Board of Directors
From: Gretchen Bennitt, Air Pollution Control Officer
Date: February 24, 2020

Agenda Item: IV.B

Agenda Description: Human Resources Assistance

Issues:

Following a discussion with Supervisor Scofield (Chair) that the District would like to pursue assistance from a contracted Human Resource agency, Gretchen Bennitt met with Nevada County Human Resource Director (Steve Rose), Nevada County CEO (Alison Lehman) and Nevada County Counsel (Kit Elliott) to discuss the best avenue of pursuing assistance to the District for human resource issues. It was recommended during this meeting that the District should have an assessment of its procedures and policies prior to signing a contract. During subsequent meetings with the Human Resources Director, it was recommended that Gretchen could work with an agency recommended by Steve Rose to pull together an overall strategy to present to the Board.

Requested Action: Provide direction to staff.

Attachments:

Information was not available at the time of the board packet preparation. Material will be presented to the Board either prior or during the meeting.

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To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: February 24, 2020

Agenda Item: IV.C

Agenda Description: Proposed Modification to Policy # 2165.9.1 Dental/Vision Care Plan

Issues: The contracted accountant and the District's financial auditor pointed out that the District Policy for Dental/Vision benefit should be modified so that employees can only be reimbursed in the same fiscal year that the service is provided.

Requested Action: Discuss and Propose Approval

Attachments:

1. Policy # 2165.9.1

DISTRICT HEADQUARTERS

200 Linton Drive, Suite 320
 Mailing Address:
 Grass Valley, CA 95945
 (530) 274-9360 / FAX: (530) 274-7546
 email: office@myairdistrict.com or www.myairdistrict.com

NORTHERN FIELD OFFICE

257 E. Sierra, Unit E
 Mailing Address: P.O. Box 2227
 Portola, CA 96122
 (530) 823-0102 / FAX: (530) 932-0101
 email: office@myairdistrict.com or www.myairdistrict.com

- 2165.6.3 **Prorated Vacation:** The employee shall accrue vacation in accordance with Section 2162.3 on the appropriate prorated basis. The rate of vacation accrual shall be based on the full-time equivalent of the employee's continuous and compensated service measured from the date of hire.

- 2165.7 **Alternate Commute Program:**
 - 2165.7.1 Any employee who uses alternative transportation which reduces the use of the single occupancy vehicle to get from home to work (e.g. car pool, ride a bus, van pool, walk, ride a bicycle, etc.) shall be compensated at the following rates:
 - 2165.7.1.1 Commute distance 0 to 25 miles: \$1.00 per day
 - 2165.7.1.2 Commute distance greater than 25 miles: \$2.00 per day
 - 2165.7.2 The employee with the greatest number of alternative commute days in the fiscal year shall be compensated in the amount of \$250.00.

- 2165.8 **Deferred Compensation Program:** If employees elect, the District will participate in the PERS Deferred Compensation Program, whereby before-tax salary is deferred to a PERS retirement savings account. The District pay the administrative costs as long as funding is available. Administrative costs do not include deductions made from the employees' Compensation Account for any reason by PERS or its contractors.

- 2165.9 **Dental/Vision Care Program:** The District shall provide a self-funded dental/vision plan for employees and their dependents.
 - 2165.9.1 ~~The maximum benefit available is \$1,250 per fiscal year per employee. The benefit is available on a reimbursement basis. At the end of the fiscal year, any unused benefit is forfeited.~~

The maximum benefit available is \$1,250 per fiscal year per employee. The benefit is available on a reimbursement basis. Employees will only be able to be reimbursed for a service provided with in the fiscal year that the service was provided. At the end of the fiscal year, any unused benefit is forfeited.
 - 2165.9.2 The benefit may be used by the employee or his dependents and there is no restriction on proportions used for either dental or vision.
 - 2165.9.3 The Clerk of the APCO shall track the total benefit used by each employee on a fiscal basis and provide a monthly report to the APCO showing the total benefit used by each employee to date.

- 2165.10 **District Vehicle Commute Reimbursement**
 - 2165.10.1 Through the mutual consent of the APCO and employee, the APCO may allow a district vehicle to be driven to an employee's home if circumstances exist which warrant enhanced security for district vehicles. Under these circumstances, the

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennett, Air Pollution Control Officer

Date: February 24, 2020

Agenda Item: V.A

Agenda Description: Status on Portola PM2.5 Nonattainment Area

Issues: Staff will give an update at the meeting

Requested Action: None, informational only

Attachments: none

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To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: February 24, 2020

Agenda Item: V.B

Agenda Description: Status of Carl Moyer/FARMER projects

Issues: The Board has requested regular updates of the status of Carl Moyer and FARMER projects. Attached is the Carl Moyer (and FARMER) waiting list. FARMER funding can only be used for farming equipment (designated as Ag). Carl Moyer funding can be used for both farming equipment and construction (off-road) equipment (designated as non-ag).

Requested Action: None, Informational only

Attachments: Carl Moyer Waiting List

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**Northern Sierra Air Quality Management District
CARL MOYER WAITING LIST**

	First Name	Last Name	City	County	Equipment	Date Put on List	Time Put on List	Project
FARMER pending	Erik	Roen	Calpine	Sierra	Tractor	2/21/2018	1243	Ag
CMP Pending	Lerry	Peterson	Grass Valley	Nevada	Wheel Loader	2/6/2018	1108	Non-Ag
2	Bryan	Davey	Downieville	Sierra	Grader	2/22/2018	1140	Non-Ag
3	Lenny	Bertagnolli	Sierraville	Sierra	Skip Loader	2/23/2018	1157	Non-Ag
4	Dan	West	Graeagle	Plumas	chipper	2/24/2018	1527	Ag
5	Chris	Meyers	Greenville	Plumas	Tractor	5/16/2018	1200	Ag
6	Jim	Genasci	Loyalton	Sierra	Bale Wagon	5/17/2018	0813	Ag
7	Traci	Holt	Chester	Plumas	feller buncher	6/14/2018	0900	Ag
8	Howard	Hughes	Chester	Plumas	Forklift	8/30/2018	0830	Ag
9	Robert	Macey	Loyalton	Sierra	Tractor	9/12/2018	0933	Ag
10	Dan	Greenwood	Beckwourth	Plumas	Tractor	9/21/2018	1415	Ag
11	Bryan	Griffin	Sierraville	Sierra	Back Hoe	9/28/2018	1430	Ag
12	David	Bartow	Grass Valley	Nevada	Skid Steer	9/28/2018	1526	Ag
13	Tyler	McGarr	Portola	Plumas	Back Hoe	1/9/2019	0800	Non-Ag
14	Bryan	Williams	Vinton	Plumas	Tractor	1/17/2019	1026	Ag
15	Jake	Pribble	Truckee	Nevada	Wheel Loader	3/21/2019	1153	Non-Ag
16	Cameron	Benty	Truckee	Nevada	mini-excavator	4/12/2019	1420	Non-Ag
17	James	LeClaire	Grass Valley	Nevada	Skid Steer	6/4/2019	1550	Non-Ag
18	Caroline	Burnside	Penn Valley	Nevada	Solar panels	7/29/2019	1145	Ag
19	Dave	Goicoechea	Loyalton	Sierra	Back Hoe	8/5/2019	0900	Ag
20	Dave	Roberti	Loyalton	Sierra	Tractor	9/17/2019	1505	Ag
21	Oran	Morrison	Quincy	Plumas	Tractor	9/26/2019	832	Ag
22	Howard	Hughes	Chester	Plumas	Log Loader	12/11/2019	1315	Ag
23	Jonathan	Kusel	Taylorville	Plumas	Tractor	1/2/2020	1156	Non-Ag
24	Tim	Robinson	Nevada City	Nevada	feller buncher	1/9/2020	1436	Ag
25	Amanda	Hall	Truckee	Nevada	Wheel Loader	1/22/2020	0810	Non-Ag

In August of 2016 the NSAQMD began compiling a waiting list for projects awaiting Carl Moyer grant money. The projects on this list are also eligible for grant money from the Rural Assistance Program (RAP) and the FARMER program. Carl Moyer and RAP funding can be used for both Ag and non-Ag projects. FARMER money can only be used for Ag projects. The NSAQMD's current Carl Moyer program replaces off-road equipment, e.g. tractors, wheel loaders, bale wagons, excavators, etc.

To: Northern Sierra Air Quality Management District Board of Directors
From: Gretchen Bennitt, Air Pollution Control Officer
Date: February 24, 2020

Agenda Item: V.C

Agenda Description: Northern Sierra Air Quality Management District's Strategic Plan for 2020

Issues:

Attached is the Air Districts Strategic Plan for 2020. The Strategic Plan is in two parts:

1. Goals and Objectives – Main Goals are outlined with individual objectives for each goal, complete with detailed objectives with timelines.
2. Since the District also accomplishes many more tasks than those outlined in the Goals and Objectives, the District has also included the District's Overall Work Plan for 2019.

Requested Action: For Board Review and Discussion

Attachments:

1. Northern Sierra Air Quality Management District 2020 Strategic Plan
2. 2019 Overall Work Plan

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NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT 2020 STRATEGIC PLAN

MISSION STATEMENT

Preserving air quality and protecting the public health and welfare in Nevada, Plumas, and Sierra Counties.

These goals are in addition to ongoing programs and projects the District performs to protect public health identified in Overall Work Plan. Goals are listed in the order of highest priority.

2020 GOALS AND OBJECTIVES

Goal #1: Implement the requirements of the Federal and California Clean Air Act for the Greater Portola Federal PM2.5 Nonattainment Area.

Objectives:

- 1A. Fulfill commitments as required by the State Implementation Plan (SIP) for the Portola Fine (PM2.5) Nonattainment Area
- 1B. Pursue additional strategies to further reduce fine particulate matter in the Greater Portola Federal PM2.5 Nonattainment Area.

Goal #2: Implement the requirements of the Federal and California Clean Air Act for the federal ozone nonattainment area of western Nevada County.

Objectives:

- 2A. Continue to develop a State Implementation Plan (SIP) for the 2015 federal Ozone Standard in coordination with the California Air Resources Board (CARB) to address ozone precursor emissions that affect western Nevada County, meeting applicable Clean Air Act requirements.
- 2B. Develop, maintain and document programs to ensure local emissions are adequately quantified and SIP requirements are fulfilled.
- 2C. Continue work with EPA and CARB on implementing Transportation Conformity, which is a required SIP component under the Clean Air Act.
- 2D. Follow up on the SIP submitted to EPA in 2018 for the 2008 federal ozone standard and address any outstanding issues. Work with CARB to track and document Reasonable Further Progress and assure the timely implementation of Contingency Measures if needed in 2020 or 2021.

Goal #3: Continue to Assist Owners of Heavy Duty Diesel Trucks with Funding from Carl Moyer, AB 2766 and AB 923 programs

Objectives:

- 3A. Implement Carl Moyer, AB2766 and AB 923 grant programs for owners of Heavy Duty Diesel Engines.
- 3B. Pursue Avenues to Increase Funding for Carl Moyer, AB2766 and AB923

Goal #4: Continue to work with large land owners, USFS, and CalFIRE to assure that smoke impacts are minimal with predicted increased prescribed burning throughout the Air District

Objectives:

- 4A. Work with CARB and CAPCOA to implement and maintain the Prescribed Burn Reporting and Monitoring Support Grant
- 4B. Attend meetings with CalFIRE, USFS, Large Land Owners and prescribed burning associations.
- 4C. Continue to deploy portable particulate matter air quality monitors to quantify smoke impacts from prescribed burns

Goal #5: Develop and implement air quality strategies to assure continued and enhanced services to county residents.

Objectives:

- 5A. Maintain and improve (as needed) air quality monitoring in all three counties to assure protection of public health.
- 5B. Continue to support efforts to utilize biomass as a fuel to reduce smoke impacts from prescribed/residential open burning
- 5C. Continue to advertise and provide public health advisories during poor air quality episodes, including the health effects of air pollutants of concern, how the public can minimize their exposure, and how the public can voluntarily help curtail an episode.

**Northern Sierra Air Quality Management District
Plan of Action for Achieving Objectives**

Goal #1: Implement the requirements of the Federal and California Clean Air Act for the Greater Portola Federal PM2.5 Nonattainment Area.

Objectives:

- 1A. Fulfill commitments as required by the State Implementation Plan (SIP) for the Portola Fine (PM2.5) Nonattainment Area

- 1B. Pursue additional strategies to further reduce fine particulate matter in the Greater Portola Federal PM2.5 Nonattainment Area.

**Northern Sierra Air Quality Management District
Plan of Action for Achieving Objectives**

GOAL#1: Implement the requirements of the Federal and California Clean Air Act for the Greater Portola Federal PM2.5 Nonattainment Area.

Objective 1A: Fulfill commitments as required by the State Implementation Plan (SIP) for the Portola Fine (PM2.5) Nonattainment Area

Background:

The EPA officially designated the Greater Portola area in Plumas County as a federal PM2.5 nonattainment area on April 15, 2015. The District submitted a required SIP to the California Air Resources Board (CARB) which contained rules and regulations which will demonstrate attainment of the air quality standard by December 31, 2021. The CARB Board approved the District's SIP and submitted it to the Environmental Protection Agency on February 16, 2017. The EPA proposed approval of the Portola Plan on December 18, 2018.

Action Plan/Steps for Implementation:

1. Implement at least 600 residential wood stove replacement projects for the purpose of attainment by December 31, 2021.
2. Evaluate the progress towards meeting the RFP by December 31, 2020.
3. In an annual report for each year from 2017-2022 submit to EPA by March 31 of each following year:
 - i. Identify each project implemented during the previous calendar year by program tracking number, description of both baseline and new equipment, and quantified emission reductions;
 - ii. Provide an internet link to the EPA Burnwise Emission Calculator used to calculate emission reductions;
 - iii. Describe the actions taken and documentation collected by ARB to confirm each project's compliance with program requirements;
 - iv. Determine whether the identified projects are projected to achieve the full amount of PM_{2.5} emission reductions required by the SIP; and
 - v. Describe any changes to relevant forms and related impacts on program integrity.
4. Voluntary Wood Burning Curtailment Program in Portola
 - i. Continue the voluntary curtailment program for residential wood burning devices that are not EPA-certified.
 - ii. Explore better communication tools to notify residents when wintertime health advisories (curtailments) are issued in preparation for a mandatory curtailment program in Portola beginning in 2021
 - iii. Create 'Registration Database' to track Portola addresses with compliant heating devices for enforcement in 2021.
5. Educational Campaign –
 - i. Utilize BurnWise Coordinator to increase the pace of follow-up visits and surveys with Greater Portola Woodstove Change-out participants.
 - ii. Ensure 30 wood sheds are provided to program participants to improve fuel quality.
 - iii. Schedule outreach events at least once a year.

6. Assist the City of Portola with enforcement of the City's residential open burning ban.
7. Finalize and implement the 2018 EPA Targeted AirShed Grant:
 - i. Change out another 300 wood stoves by the end of 2024.
 - ii. Assist with funding residential yard waste collection.
 - iii. Provide chimney sweep vouchers to program participants.
 - iv. Assist with weatherization projects within the non-attainment area.
 - v. Provide wood sheds to approximately 100 program participants by end of 2024.
 - vi. Provide funding for enforcing mandatory wood burning curtailment beginning in 2021.
 - vii. Explore options for providing/ensuring dry and seasoned wood to the non-attainment area.

**Northern Sierra Air Quality Management District
Plan of Action for Achieving Objectives**

GOAL#1: Implement the requirements of the Federal and California Clean Air Act for the Greater Portola Federal PM2.5 Nonattainment Area.

Objective 1B: Pursue additional strategies to further reduce fine particulate matter in the Greater Portola Federal PM2.5 Nonattainment Area.

Background: In addition to the wood stove change-out program and the requirements of the City of Portola's Wood Stove and Fireplace Ordinance, the District included the following strategies as part of the SIP.

Action Plan/Steps for Implementation:

- | | |
|--|----------------------------|
| 1. Implement and maintain a public education campaign | Ongoing
Throughout 2020 |
| • Partner with other events | |
| • Work with local retailers to publish and distribute proper woodstove use | |
| • Continue to work with local media to promote clean wood burning practices | |
| 2. Manage MOU with City of Portola for Services | Ongoing |
| 3. Continue to Implement Voluntary Woodstove Curtailment Program | 2020-2021 |
| 4. Distribute stove thermometers to residents | Ongoing |
| 5. Pursue funding for green waste program | Ongoing |
| a. Work with the local solid waste provider to explore green waste options for residents in the non-attainment area. | |
| b. Look for additional options to assist in transportation of green waste out of the non-attainment area. | |

Goal #2: Implement the requirements of the Federal and California Clean Air Act for the federal ozone nonattainment area of western Nevada County.

Objectives:

- 2A. Continue to Develop a State Implementation Plan (SIP) for the 2015 federal Ozone Standard in coordination with the California Air Resources Board (CARB) to address ozone precursor emissions that affect western Nevada County, meeting applicable Clean Air Act requirements.
- 2B. Develop, maintain and document programs to ensure local emissions are adequately quantified and SIP requirements are fulfilled.
- 2C. Continue work with EPA and CARB on implementing Transportation Conformity, which is a required SIP component under the Clean Air Act.
- 2D. Follow up on the SIP submitted to EPA in 2018 for the 2008 federal ozone standard and address any outstanding issues. Work with CARB to track and document Reasonable Further Progress and assure the timely implementation of Contingency Measures if needed in 2020 or 2021.

**Northern Sierra Air Quality Management District
Plan of Action for Achieving Objectives**

Goal #2: Implement the requirements of the Federal and California Clean Air Acts for the ozone nonattainment area of western Nevada County.

Objective 2A:

Continue to develop a State Implementation Plan (SIP) for the 2008 federal Ozone Standards in coordination with the California Air Resources Board (CARB) to address ozone precursor emissions that affect western Nevada County, meeting applicable Clean Air Act requirements.

Background:

Western Nevada County is currently Serious Nonattainment for the federal 2008 Ozone Standard (75 ppb) with an attainment year of 2021, based on 2018-2020 data.

In October 2015 EPA lowered the federal ozone National Ambient Air Quality Standard (NAAQS) to 70 ppb. Western Nevada County was classified as a Moderate nonattainment area for this standard in June 2018. In November 2018 EPA signed a final Implementation Rule for the 2015 ozone NAAQS outlining requirements for nonattainment areas, to take effect in early 2019. The requirements are similar in most respects to those for the 2008 ozone NAAQS, although there are some new requirements for evaluating Reasonably Available Control Measures (especially intrastate transport analysis provisions), Reasonably Available Control Technology implementation, Reasonable Further Progress (milestone compliance demonstrations), interprecursor trading for ozone offsets pursuant to New Source Review activities, and emissions inventories/Emissions Statements.

Action Plan/Steps for Implementation:

1. Participate in SIP coordination meetings with air districts, EPA and the State during the continued development of the SIP. Make every attempt to stick with the schedule noted above and prod CARB as needed to provide their work products on time.
2. The primary goal of this district will be to assure that ozone transport continues to be a high priority and is addressed in all technical aspects during the development of the SIP. Continue to take a proactive role in lobbying for greater ozone controls on upwind sources to decrease ozone transport to western Nevada County. Possibly attend Board meetings of the upwind air districts of the Bay Area and Sacramento if crucial control measures to reduce ozone precursors are being considered.
3. As necessary, hold community meetings to discuss the SIP process, the role the upwind contributing counties play, and Nevada County's strategy to reduce emissions.
4. Participate in CAPCOA Planning Managers to help keep up with all relevant developments.
5. Evaluate adequacy of existing SIP elements under the new Implementation Rule, including the NSAQMD's New Source Review rule, Reasonably Available Control Technologies, Emissions Statements, Transportation Conformity procedures and Vehicle Inspection & Maintenance and initiate corrections/updates as needed.

6. Begin developing key elements of the 2015 ozone NAAQS SIP, including Reasonable Further Progress, Contingency Measures, Reasonably Available Control Measures, emissions inventory and other modeling inputs, ozone transport documentation, and the Attainment Demonstration.

Northern Sierra Air Quality Management District Plan of Action for Achieving Objectives

Goal #2: Implement the requirements of the Federal and California Clean Air Act for the ozone nonattainment area of western Nevada County

Objective 2B:

Develop, maintain and document programs to ensure local emissions are adequately quantified and SIP requirements are fulfilled.

Background:

The California Air Resources Board realizes that attainment in Nevada County is dependent primarily upon the upwind areas' (Sacramento and Bay Area) emission reductions. Grant programs such as Carl Moyer and AB2766 are very cost-effective strategies for reducing emissions of ozone precursor pollutants. These programs also have the co-benefit of reducing diesel particulate matter, which the California Air Resources Board has formally found to be a toxic air contaminant.

Since all of the AB2766 and other mobile source incentive projects are evaluated for tailpipe emission reductions, all of the projects have a great potential to be utilized as SIP credit in western Nevada County.

Emissions quantification is a key component of the Attainment Demonstration

Action Plan/Steps for Implementation:

1. Implement the Carl Moyer Heavy Duty Diesel Engine Incentive Program, and the AB2766 DMV Surcharge emissions reductions programs providing pass-through grants that reduce ozone precursors and diesel particulate matter. For Carl Moyer, staff will participate in monthly meetings with California Air Resources Board (CARB) and other air districts. ARB requires several reports per year on implementation progress. Staff will continue to apply for funding and advertise to gain greater participation. Staff will regularly report Carl Moyer progress to the Board through quarterly reports and the approval of individual contracts.
2. Annually, staff will present a Request for Proposal for AB2766 to the Board for approval. Staff will distribute the approved RFP, screen applicants, prepare final report for the Board's approval of individual projects.
3. Emissions quantification inputs will continue to be obtained through stationary source reporting requirements, processed in accordance with established methodologies and reported to CARB via CARB's emissions reporting platform.
4. Continue to coordinate with the Nevada County Transportation Commission to maintain up-to-date on-road mobile source emissions estimates.

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**Northern Sierra Air Quality Management District
Plan of Action for Achieving Objectives**

Goal #2: Implement the requirements of the Federal and California Clean Air Act for the ozone nonattainment area of western Nevada County

Objective 2C:

Continue work with EPA and CARB on implementing Transportation Conformity, which is a required SIP component under the Clean Air Act.

Background:

CARB and EPA are working together with districts, FHWA, Caltrans and other agencies to satisfy transportation conformity implementation requirements under the federal Clean Air Act.

Action Plan/Steps for Implementation:

1. Continue communications with CARB and other agencies regarding transportation conformity procedures and rule changes.
2. Work on developing a Transportation Conformity rule if EPA determines that one is necessary (currently an established process is adequate, but this is under review and CARB has begun considering a statewide transportation conformity rule/approach).
3. Participate in CAPCOA Planning Managers and the statewide Transportation Conformity Working Group to keep up with all relevant developments.

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**Northern Sierra Air Quality Management District
Plan of Action for Achieving Objectives**

Goal #2: Implement the requirements of the Federal and California Clean Air Act for the ozone nonattainment area of western Nevada County

Objective 2D:

Follow up on the SIP submitted to EPA in 2018 for the 2008 federal ozone standard and address any outstanding issues. Work with CARB to track and document Reasonable Further Progress and assure the timely implementation of Contingency Measures if needed in 2020 or 2021.

Background: Western Nevada County submitted a SIP to EPA (via CARB) in late 2018 for the 2008 ozone NAAQS which addresses previous determinations of inadequacy as well as numerous complicated SIP requirements. The District worked closely with CARB and EPA to develop this SIP and EPA is expected to approve the SIP, although there could be some revisions required, particularly regarding Contingency Measures. The recent Bahr court decision essentially found that CARB's historic approach to Contingency Measures was not in line with the intent of the federal Clean Air Act, so CARB has developed a suite of statewide Contingency Measures that hinge largely on increased enforcement of California's mobile source rules in areas that fail to meet the Reasonable Further Progress/Milestone requirements set forth in their SIPs.

Action Plan/Steps for Implementation:

1. Respond to EPA concerns in coordination with CARB and other air districts as appropriate (actions to be determined as events unfold and determinations are handed down).
2. Participate in CAPCOA Planning Managers to help keep up with all relevant developments.

Goal #3: Continue to Assist Owners of Heavy Duty Diesel Trucks with Funding from Carl Moyer, AB 2766, AB 923 and FARMER programs

Objectives:

- 3A. Implement Carl Moyer, AB2766, AB 923 and FARMER grant programs for owners of Heavy Duty Diesel Engines.
- 3B. Pursue Avenues to Increase Funding for Carl Moyer and FARMER

**Northern Sierra Air Quality Management District
Plan of Action for Achieving Objectives**

GOAL#3: Continue to Assist Owners of Heavy Duty Diesel Trucks with Funding from Carl Moyer, FARMER, AB 2766 and AB 923 programs

Objective 3A: Implement Carl Moyer, FARMER, AB2766 and AB 923 Grant programs for owners of Heavy Duty Diesel Engines.

Background: The District has been working with local truck owners/operators to disburse grant funds for the Carl Moyer Heavy Duty Diesel Program. The program offers funding for repowers and retrofits only. It has become increasingly difficult for on-road vehicles to qualify for the funding since Carl Moyer funding can not be applied to a vehicle that will have to comply with a state diesel regulation within three years. However, the District modified the program to allow funding for off-road vehicles and the applicants have dramatically increased. AB2766 Funding does not carry such constraints as the Carl Moyer program, however, this is a competitive grant in all three counties. The District administers approximately \$220,000 annually district-wide through the CARB program. The District also can administer more funding through the following occasionally funded programs; FARMER, NRM and RAP.

AB923 funding is available only to heavy duty vehicles in Plumas County for Carl Moyer-like programs or for the infrastructure or alternatively fueled stations for alternatively fueled school buses.

Action Plan/Steps for Implementation:

1. Turn in applications for funding for Carl Moyer, FARMER.
2. Request Board Approval through the Authorization of Resolutions to implement Carl Moyer programs for FY 2020/2021.
3. Maintain the CARL Database for Carl Moyer programs.
4. Turn in required reports for FARMER funding.

GOAL#3: Continue to Assist Owners of Heavy Duty Diesel Trucks with Funding from Carl Moyer, AB 2766 and AB 923 programs

Objective 3B: Pursue Avenues to Increase Funding for Carl Moyer, FARMER, AB2766 and AB923

Background:

Carl Moyer –

Legislation (AB8) limits rural air districts to \$200,000 annually without a match.

This can be increased to \$290,000 with a required match of \$43,541.

Match can come from either AB2766 funds or AB923.

FARMER – Program first implemented in 2019. Pursue additional funding by requesting funds through the Governor’s annual budget or through legislation.

AB2766 –

District administers approximately \$220,000 annually

Each county is limited to \$4/vehicle of DMV registration fees.

Plumas – \$4/vehicle

Sierra – \$2/vehicle

Nevada – \$4/vehicle

AB923 –

Each county is limited to \$2/vehicle but the County must have the max \$4 before it can qualify to receive the AB923.

Plumas county is the only county that receives AB923, the District receives about \$35,000 annually.

Action Plan/Steps for Implementation:

1. Review and comment on draft Governor’s budget
2. Follow legislation that impacts either Carl Moyer or FARMER funding.
3. Actively support legislation that provides funding for either Carl Moyer or FARMER.

Goal #4: Continue to work with large land owners, USFS, and CalFIRE to assure that smoke impacts are minimal with predicted increased prescribed burning throughout the Air District.

Objectives:

- 4A. Work with CARB and CAPCOA to implement and maintain the Prescribed Burn Reporting and Monitoring Support Program
- 4B. Attend meetings with CalFIRE, USFS, Large Land Owners, local Fire Safe Councils and prescribed burning associations.
- 4C. Continue to deploy portable particulate matter air quality monitors to quantify smoke impacts from prescribed burns

**Northern Sierra Air Quality Management District
Plan of Action for Achieving Objectives**

Goal #4: Continue to work with large land owners, USFS, and CalFIRE to assure that smoke impacts are minimal with predicted increased prescribed burning throughout the Air District.

Objective 4A: Work with CARB and CAPCOA to implement and maintain Prescribed Burn Reporting and Monitoring Support Program on an annual basis.

Background: The Prescribed Burn Reporting and Monitoring Support Program is part of California Climate Investments. Funding for this Program comes from the Greenhouse Gas Reduction Fund (GGRF). This is a grant that is administered by the California Air Resources Board. The Grant is intended to provide resources to air pollution control districts for an enhanced smoke management program. This includes enhanced reporting of prescribed fire activity, air monitoring of prescribed fires, and resources for air district staff to attend regional training sessions on different elements of the State's Smoke Management Program.

Action/Plan Steps for Implementation:

1. Air District will take a Resolution to the Board for approval and submittal to CARB on an annual basis.
2. The District will submit a disbursement request to CARB on an annual basis.
3. The District will participate in an annual kick-off meeting.
4. Quarterly progress reports will be submitted in a timely manner to CAPCOA. These reports will include the spending of state funds.
5. The District will work with CAPCOA to submit a final report to CARB by January 31, 2021.
6. The District will receive training and report acreage, location, types of fuel, burned in the CARB-maintained database of PFIRS.
7. The District will coordinate with CARB and CAPCOA on public messaging and outreach regarding the public benefits of prescribed burning versus extreme fire events.
8. The District will coordinate with CAPCOA to ensure that all prescribed burns larger than 10 acres or estimated to produce more than one ton of particulate matter shall have a smoke management plan.

Goal #4: Continue to work with large land owners, USFS, and CalFIRE to assure that smoke impacts are minimal with predicted increased prescribed burning throughout the Air District.

Objective 4B: Attend meetings with CalFIRE, USFS, Large Land Owners, local Fire Safe Councils and prescribed burning associations.

Background: Due to predicted increased prescribed burning, the District is proactively meeting with the agencies and groups which are actively burning. The District is providing information so that these agencies and groups can more easily accomplish greater acreage.

Action/Plan Steps for Implementation:

1. Develop a flow chart for open burning process for residents and large land owners. This will allow them to better understand the requirements for the process.
2. Assist agencies and groups to burn with a minimum of smoke impacts.

Goal #4: Continue to work with large land owners, USFS, and CalFIRE to assure that smoke impacts are minimal with predicted increased prescribed burning throughout the Air District.

Objective 4C: Continue to deploy portable particulate matter air quality monitors to quantify smoke impacts from prescribed burns

Background: An integral part of the Prescribed Burn Reporting and Monitoring Support Program is a monitoring of the smoke impacts of prescribed burning on communities.

Action/Plan Steps for Implementation:

1. The Air District will coordinate with CAPCOA on an appropriate number of prescribed burns to monitor.
2. Air District staff will attend training that CAPCOA will be coordinating on the use and deployment of portable air quality monitors.
3. Air District staff will work with CAPCOA to be reimbursed for costs associated with monitoring prescribed burns.
4. Air District staff will coordinate with CARB on compiling and releasing air quality data.

Goal #5: Develop and implement air quality strategies to assure continued and enhanced services to county residents.

Objectives:

- 5A. Maintain and improve (as needed) air quality monitoring in all three counties to assure protection of public health.
- 5B. Continue to support efforts to utilize biomass as a fuel to reduce smoke impacts from prescribed/residential open burning
- 5C. Continue to advertise and provide public health advisories during poor air quality episodes, including the health effects of air pollutants of concern, how the public can minimize their exposure, and how the public can voluntarily help curtail an episode.

**Northern Sierra Air Quality Management District
Plan of Action for Achieving Objectives**

Goal #5: Develop and implement air quality strategies to assure continued and enhanced services to county residents.

Objective 5A: Maintain and improve (as needed) air quality monitoring in all three counties to assure protection of public health.

Background:

The District's air monitoring program assists the county residents by informing sensitive individuals of air pollution levels; both long term trends and current, up-to-date impacts. Although western Nevada County exceeds the federal ozone standard primarily due to transport from the upwind areas, real time air monitoring allows the District to issue Health Advisories to schools, coaches, hospitals, nursing homes and other sensitive individuals. Additionally, smoke impacts can sometimes be severe during forest fires and large prescribed burns in all areas of the District. Again, the District plans to be prepared to continue monitoring smoke levels on a real-time basis with monitors placed in strategic (densely populated) areas. The District plans to enhance its monitoring program by utilizing specific fund balance accounts to purchase back-up monitors and spare parts, additional training to troubleshoot breakdown of equipment, and repair its equipment in its air monitoring laboratory. Additionally, the District is positioning itself to expand its monitoring network in Sierra, Plumas and Nevada County as continuing growth and need expressed by residents occurs. District staff will present these expenditures for enhanced monitoring to the District Board for approval through the budget process.

Action Plan/Steps for Implementation:

1. Present budget expenditures for air monitoring to Board May/June 2020
2. Update Monitoring Network to improve usefulness to public during wildfire smoke impacts. By upgrading existing real-time monitors (BAMs), installing additional BAMs, installing videocams to monitor smoke incursions.
3. Research monitoring sites and rentals of space for particulate matter and ozone monitors in Sierra, Plumas and Nevada Counties.
4. Continue to increase public awareness of monitored air quality values and trends through website improvements.
5. Continue to advertise and provide public health advisories during poor air quality episodes, including the health effects of air pollutants of concern, how the public can minimize their exposure, and how the public can voluntarily help curtail an episode.

Northern Sierra Air Quality Management District Plan of Action for Achieving Objectives

Goal #5: Develop and implement air quality strategies to assure continued and enhanced services to county residents.

Objective 5B: Continue to support efforts to utilize biomass as a fuel to reduce smoke impacts from prescribed/residential open burning

Background:

Historically, the District and the public have benefited from working with local biomass plants (SPI-Quincy, ARP-Loyalton and Collins Pine- Chester) to utilize greater amounts of both residential yard waste and forest waste as fuel. The District and the biomass plants have accomplished this by promoting alternatives and pre-treatments to fire used for land management and land development clearing. This dramatically decreased smoke impacts in Plumas and Sierra counties and provided a much-needed fuel source to the energy-generating facilities.

Yard waste generated in Eastern Plumas County and Sierra County has been in demand as a fuel source to the Loyalton Biomass Facility, rather than being burned in uncontrolled open burn piles. The District is committed to supporting the transportation of residential and other green waste to the facility for clean processing.

Action/Plan Steps for Implementation:

1. The District will continue to work cooperatively with the biomass plants located in Chester – Collins Pine, Quincy – SPI and Loyalton – ARP to assure they are in compliance and their permits are in order.
2. The District will pursue funds and mechanism for supplementing transportation of materials to Loyalton Biomass Facility.
3. The District will continue to support the biomass industry's attempts at legislation and/or state-wide policy to secure incentives to utilize biomass that would otherwise be disposed of through open burning.
4. District will continue to support new industries that utilize biomass (e.g. ethanol, mechanized burners, commercial composting, etc.) in lieu of open burning.

**Northern Sierra Air Quality Management District
Plan of Action for Achieving Objectives**

Goal #5: Develop and implement air quality strategies to assure continued and enhanced services to county residents.

Objective 5C:

Continue to advertise and provide public health advisories during poor air quality episodes, including the health effects of air pollutants of concern, how the public can minimize their exposure, and how the public can voluntarily help curtail an episode.

Background:

Since 1999, the District has notified the public when they are at risk due to unhealthy air quality. Additionally, the District provides education on what types of health risks they are exposed to, how to minimize their exposure, and how to modify their behavior to reduce the local contribution to the air quality problem.

Monitored Particulate Matter levels that are attributable to uncontrolled natural events such as wildfires may be excluded from decisions regarding an area's nonattainment status — if it can be shown that there is a clear causal relationship between measured exceedances and the wildfire. The supporting documentation required to make that case is significant. In order to qualify as a natural event, the U.S. EPA requires the Air District include the following elements: 1) public notification and education, 2) efforts to minimize public exposure to high concentrations of Particulate Matter due to future natural events, and 3) efforts to abate or minimize emissions from contributing sources of Particulate Matter.

Action/Plan Steps for Implementation:

1. Continue to refine the District's Public Health Advisory procedures.
2. Expand system to include greater numbers of notifications when a health advisory is being issued. Aggressively pursue educating the public and health officials about being included in the notification list.
3. Present a yearly update to the BOD on health advisories issued.

2019 OVERALL WORK PLAN

WORK ELEMENT 1 - ADMINISTRATION

Project 1.1 - General Services

Purpose: Provide administrative support for the operation of the Northern Sierra Air Quality Management District, the Board of Directors, and the Hearing Board.

Normal, Ongoing Work:

- Prepare Board meeting agendas, minutes, hearing notices, resolutions, and correspondence.
- Develop and oversee Overall Work Plan and annual budgets.
- Develop and implement financial controls and program cost tracking systems.
- Annual review of program effectiveness.
- Plan and coordinate staff activities.
- Contract with CPA for annual audit and assist with audit.
- Prepare annual report and subvention request for ARB.
- Track legislation pertinent to managing air quality.
- Procure and maintain equipment.
- Divest surplus property.
- Track and control District assets and movable property.
- Develop and approve (Board) codified Policies and Procedures.
- Supervise and evaluate personnel.
- Conduct salary surveys as needed.
- Coordinate personnel benefits and control costs.
- Provide continuing education and training as needed.
- Coordinate databases and spreadsheets used in multi-functional areas.
- Improve personnel safety in all activities.
- Draft contracts/agreements with other agencies as needed.
- Request annual county contributions and review appropriateness of contributions.
- Conduct fee studies to assure costs are recovered.
- Maintain computer network and software upgrades, including virus protection.
- Work with Counsel on any litigation efforts.

Products:

- Annual Overall Work Plan and Strategic Plan
- Annual Budget
- Documentation of Board meetings
- Quarterly Budget Reports
- District Rules and Regulations
- Benefits Package
- Codified Policies and Procedures

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Assets and Movable Property Inventory
Annual ARB Report and Subvention Application
Payroll Codes, Chart of Accounts, Tracking Tools
Payroll
Time sheets
Annual Renewal Questionnaire for Special District Risk Management Authority

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WORK ELEMENT 1 - ADMINISTRATION

Project 1.2 - Mountain Counties Air Basin

Purpose:

Provide support for the Basin Control Council, in partnership with basin air districts.
Encourage uniform planning, rule development, and permitting activities.
Share information
Share resources, where appropriate.

Normal, Ongoing Work:

Assist in preparation of annual plan of activities.
Assist in preparation of annual budget and district appropriations.
Assist in preparation of agendas, minutes, notices, and correspondence.
Participate in monthly meetings of the Mountain Counties Air Basin Technical Advisory Committee and subcommittees.
Participate in semi-annual meetings of the Mountain Counties Air Basin Control Council.
Analyze rules and regulations, and recommend changes to achieve better consistency.
Develop consistent land use development review/CEQA policies.
Prepare comment letters on federal and state legislation, regulations, and policies
Procure basin equipment.
Assist with maintenance of basin assets inventory.

Products:

Annual Budget and Overall Work Plan
Documentation of Basin Control Council meetings
Budget reports
Documentation of Technical Advisory Committee meetings
Basin assets inventory
Public education pamphlets

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WORK ELEMENT 2 - STATIONARY SOURCE PROGRAM, NON-MAJOR SOURCES

Project 2.1 - Permitting Activities

Purpose:

Provide and maintain a permitting system that meets the requirements of the HSC §42300 et seq, and ARB Criteria.

Ensure that any emissions equipment or process does not interfere with the attainment or maintenance of any air quality standard, as well as any state or federal regulation.

Evaluate and process permit renewals to ensure that permit conditions accurately represent all current regulations. Meet any new requirements and address requested changes by the facility owner/operator.

Normal, Ongoing Work:

Evaluate emissions, air toxic exposure, and controls for new sources of air pollution.

Issue Authorities to Construct and renew Permits to Operate.

Issue and enforce portable equipment permits.

Respond to stationary source-related inquiries.

Develop and maintain an emissions inventory for criteria pollutants.

Review and comment on proposed state and federal regulations.

Develop rules and regulations.

Conduct and promote workshops to help individuals and businesses understand new district rules, and state and federal air pollution regulations.

Review new state and federal regulations to determine applicability to local facilities.

Participate in CAPCOA Committee meetings related to implementing state and federal rules and regulations affecting stationary sources.

Attend CARB training sessions on permitting of stationary sources.

Prepare monthly, quarterly, and annual reports to CARB.

Collect fees.

Products:

Engineering Evaluations for all new sources.

Authorities to Construct.

Permits to Operate.

Annual emissions inventory update to CARB.

Monthly, quarterly, and annual reports to CARB.

Staff reports on new and amended rules.

Correspondence

b1

WORK ELEMENT 2 - STATIONARY SOURCE PROGRAM, NON-MAJOR SOURCES
Project 2.2 - Compliance/Enforcement

Purpose: Provide a system to assure compliance with the District's rules and regulations, permit conditions, and applicable state and federal regulations.

Normal, Ongoing Work:

Maintain Visual Emissions Evaluation (VEE) inspection certifications for inspectors.
Conduct inspections of permitted sources to confirm the equipment/process is operating within their permitted conditions.
Conduct inspections of sources of pollutants that might cause reasonably foreseeable risk to K-12 schools from air toxics under AB 3205.
Enforce rules and regulations that reduce air pollution and protect public health.
Draft and issue Notices to Comply and Notices of Violation.
Prepare staff reports for variance/Hearing Board activity.
Prepare variance orders issued by the Hearing Board.
Monitor progress toward meeting variance order requirements.
Prepare monthly variance report to CARB.
Review source testing protocols, witness source tests, and review source test reports.
Respond to and investigate complaints related to stationary sources.
Attend CARB training sessions on compliance inspections of stationary sources.
Compile monthly, quarterly, and annual reports to CARB.
Apply the mutual settlement policy for administrative settlements of violation citations.
Draft and issue settlement letters.
Participate with the District Attorney's office on stipulated judgements when mutual settlements are not possible.
Provide compliance assistance.
Collect penalties.

Products:

Inspection records showing compliance with permit conditions.
Notices to Comply and Notices of Violation.
Mutual settlements and settlement letters.
Variance Orders.
Monthly Variance Report to CARB
Monthly Significant Violators/High Priority Violators Report to CARB.
Quarterly Excess Emissions Report to CARB
Complaint Reports
Mutual Settlement Policies and Procedures
Stipulated Judgements

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WORK ELEMENT 3 - ENFORCEMENT/COMPLIANCE PROGRAM (non-Stationary Source, non-Smoke Management)

Project 3.1 - Miscellaneous Enforcement

Purpose: Provide a system of enforcing District rules, and state and federal regulations that do not fall under the Stationary Source Program and Smoke Management Program (e.g. odors, illegal asbestos activities, woodstoves, accidental/emergency releases, and dust emissions from mobile sources, etc.)

Normal, Ongoing Work:

Respond to and investigate miscellaneous complaints.
Prepare staff reports for variance/Hearing Board activity.
Monitor progress toward meeting variance order requirements.
Attend training sessions on compliance inspections of miscellaneous emissions sources.
Coordinate emergency response activities with County OES, County Dept. of Environmental Health.
Develop mutual settlements on violations where possible.
Participate with the District Attorney's office on stipulated judgements when mutual settlements are not possible.
Draft and issue settlement letters.
Coordinate multi-jurisdictional and cross-jurisdictional enforcement activities.
Provide compliance assistance.
Collect penalties.

Products:

Complaint Reports
Variances
Notices to Comply and Notices of Violation
Mutual Settlement Policies and Procedures
Settlement letters
Stipulated Judgements
Annual AB 3205 Notifications to School Districts with Charter Schools

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WORK ELEMENT 4 - VAPOR RECOVERY PROGRAM

Project 4.1 - Vapor Recovery Permits and Inspections

Purpose: Provide a system for permitting and inspection of vapor recovery systems at gasoline marketing operations in Compliance with related rules in District Regulation 2 and Title 17, Subchapter 8, Article 1, Section 94000 et seq.

Normal, Ongoing Work:

- Evaluate emissions and controls for new gasoline service stations and bulk plants.
- Issue Authorities to Construct and renew Permits to Operate.
- Attend CARB training sessions on permitting and inspection of gasoline service stations and bulk plants.
- Follow ARB/CAPCOA Vapor Recovery Committee activity/information
- Inspect gasoline dispensing facilities in Nevada, Plumas and Sierra Counties
- Respond to and investigate complaints.
- Draft Notices to Comply.
- Draft Notices of Violation.
- Develop mutual settlements on violations where possible.
- Participate with the District Attorney's office on stipulated judgements when mutual settlements are not possible.
- Draft and issue settlement letters.
- Annual billing and fee collection.
- Develop and maintain database.
- Provide compliance assistance.
- Collect penalties.
- Implement requirements of Enhanced Vapor Recovery

Products:

- Authorities to Construct and Permits to Operate.
- Inspection Reports.
- Complaint Reports.
- Notices to Comply and Notices of Violation
- Settlement letters

b4

WORK ELEMENT 5 - SMOKE MANAGEMENT PROGRAM

Project 5.1 - Burn Permits

Purpose: Provide a system to regulate and lessen smoke impacts from open burning and prescribed burning conducted in accordance with the District's rules and regulations and CCR Title 17, 80100, et seq.

Normal, Ongoing Work:

- Review smoke management plans to assure compliance with all rules and regulations.
- Issue burn permits and daily burn authorizations.
- Inspect burn projects to assure that burn plan and permit conditions are being met.
- Compile annual report on all permitted burn activity per Title 17, §80130 et seq.
- Prepare staff reports for rule development.
- Amend and adopt open burning rules, as needed.
- Conduct workshops and public hearings on new and amended open burning rules.
- Attend meetings of councils and committees established to balance the need for healthy air with the need to reduce fire risk and provide a healthy ecosystem (e.g. Interagency Air and Smoke Council, Fire Safe Council of Nevada County, Mountain Counties Air Basin Smoke Management Alliance, Northeast Air Alliance).
- Review and comment on state and federal regulations, policies, and guidance as they are developed to assure the rural and urban-rural perspective is represented.
- Notify adjacent air districts/states of prescribed burn projects to prevent combined impacts and coordinate where necessary.
- Review, comment, inspect, and canvass fire agency training burns.
- Review applications for variance from burn-day and issue *No-Burn Authorizations*.
- Maintain data base to track burn permits and complaints.
- Document and track actual burn acres for state and federal land managers for annual billing.
- Educate building and planning departments and contractors associations on burn rules and regulations.
- Review/Respond to CEQA/NEPA environmental documents with regards to prescribed burning.
- Collect fees.

Products:

- Burn permits
- Burn plan comments
- Annual Agricultural Burning Summary to CARB
- Policies and Procedures for reviewing burn plans and issuing permits
- Comments on regulations, policies, guidance
- Smoke Management Program
- Smoke Management Plan forms
- Staff Reports, Rules and Regulations
- No Burn Authorizations
- EIR/EIS responses
- Annual Report to CARB

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WORK ELEMENT 5 - SMOKE MANAGEMENT PROGRAM

Project 5.2 - Open Burning Enforcement/Compliance

Purpose: Provide a system to assure compliance with the District's rules and regulations, and permit conditions related to open burning.

Normal, Ongoing Work:

Draft and issue Notices to Comply and Notices of Violation.

Draft and issue settlement letters.

Maintain burn day messages on burn recorders 365 days per year.

Maintain and repair burn day messages as needed.

Use aerial surveillance to locate the source of smoke intrusions if needed.

Review air quality monitoring data and correlate with prescribed burns and wildfires.

Develop and maintain complaint database.

Collect penalties.

Track and log-in all complaints in database.

Products:

Notices to Comply and Notices of Violation

Settlement Letters

Support new local ordinances for open burning.

Annual report to the Board on complaints

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WORK ELEMENT 5 - SMOKE MANAGEMENT PROGRAM

Project 5.3 - Public Education

Purpose:

- Reduce the smoke impacts from open burning and woodstoves.
- Improve public awareness of the health impacts related to fine particles (smoke).
- Improve the public's awareness of alternatives to open burning.
- Notify the public when poor air quality exists.

Normal, Ongoing Work:

- Develop media for public awareness.
- Educate Chambers of Commerce, and community groups.
- Conduct workshops and utilize other public education techniques to train the public on composting, mulching, firewise landscaping, reducing the burden on landfills, and soil erosion prevention.
- Provide public education on the health effects of fine particulate (PM2.5).
- Request voluntary curtailment steps from the public when air quality is poor.
- Provide education to the public and public officials on regulatory impacts of federal nonattainment of particulate matter ambient air quality standards.
- Proactively work with Fire Safe Council, local governments, waste management, neighborhood associations to find alternatives to open burning of vegetative material and reduce residential open burning emissions.
- Promote green waste pickup.
- Work with fire agencies.

Products:

- Pamphlets on woodstoves, residential open burning, composting
- Reduced open burning smoke impacts
- Changes in open burning habits/behaviors/practices
- Changes in woodstove burning habits/behaviors/practices

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WORK ELEMENT 5 - SMOKE MANAGEMENT PROGRAM

Project 5.4 - PM 2.5 Attainment Plan

Purpose:

Protect the public health by preventing exceedances of the PM_{2.5} National Ambient Air Quality Standards.

Provide a regulatory framework to maintain attainment, if necessary.

Normal, Ongoing Work:

Educate elected officials on the health effects of fine particulate and the ramifications of federal nonattainment.

Conduct workshops on control strategies, local ordinances, air quality management plans.

Develop local ordinances where needed.

Conduct or participate in public hearings for adoption of air quality management plans, local ordinances, and rules and regulations.

Promote woodstove change-out incentive programs.

Provide support for the Grass Valley, Portola, Quincy, and Truckee woodstove ordinances.

Products:

Clean Air Plan or Air Quality Management Plan for Nonattainment areas.

Local ordinances

Rules and regulations

Great Stove Change-Out promotions

68

WORK ELEMENT 6 - PLANNING PROGRAM

Project 6.1 - Land Use Plan Review

Purpose:

Assure that additional air pollution emissions associated with land use projects do not interfere with the attainment or maintenance of any air quality standard.
Prevent public health impacts due to short-term and long-term air quality degradation
Prevent onerous and burdensome state and federal requirements that damage, or eliminate healthy economic growth.

Normal, Ongoing Work:

Review land use plans for public and private development projects and provide *Commenting Agency* comments.
Review emissions increases associated with projects and determine if the emissions increases associated with the project exceed the District's levels of significance for each pollutant.
Provide justification and rationale for the necessary mitigations to reduce emissions to below the levels of significance.
Pursue on-site and off-site mitigations where necessary to prevent significant impacts.
Coordinate with planning agencies to streamline and simplify the review process and assure consistency.
Review developments and changes related to state and federal ambient air quality standards as they apply to the planning function.
Implement ARB's Air Toxic Control Measure (ATCM) for asbestos in serpentine rock, as it pertains to construction. Develop land use comments to address dust control when serpentine rock is found at construction sites.
Evaluate cumulative exposure. Work with other air district's to develop guidelines on cumulative exposure.

Products:

Commenting Agency comments (including Regional Transportation Plan).
Emissions calculations on proposed projects and recommended mitigations.

69

WORK ELEMENT 6 - PLANNING PROGRAM

Project 6.2 - General Plan Review

Purpose: Assure City and County General Plans adequately address air quality, including goals, policies, and programs that when adopted will control the growth of vehicle trips and miles traveled and prevent deterioration of air quality.

Normal, Ongoing Work:

Assist cities and counties with general plan air quality elements, providing appropriate recommendations and technical support.

Provide local planning agencies with a comprehensive set of goals, and policies that will improve or maintain (as needed) air quality if adopted in a general plan.

Provide justification and rationale for the goals and policies that will help decision makers, developers, and the public understand that they are appropriate and necessary to prevent public health impacts and onerous, burdensome state and federal requirements that damage, or eliminate healthy growth.

Products:

Commenting Agency comments.

70

WORK ELEMENT 6 - PLANNING PROGRAM

Project 6.5 - Attainment Plan (SIP) for Ozone National Ambient Air Quality Standard (Western Nevada County Only)

Purpose: Re-attain the NAAQS for 8-hour ozone.

Normal, Ongoing Work:

Review and comment on enhanced emissions inventories for the Statewide and local State Implementation Plan (SIP)

Stationary Source

Area Source

Review mobile source inputs

Maintain pressure on upwind areas for additional controls designed to bring attainment to downwind areas.

Attend workshops and meetings to learn about development of Transportation Conformity consultation procedures with NCTC and CalTrans District 3 to:

Circulate documents.

Define agency roles and responsibilities.

Establish framework for planning and technical meetings.

Develop list of transportation control measures.

Choose models and assumptions for regional transportation modeling.

Choose triggers for conformity review.

Define regionally significant projects.

Assist NCTC with transportation conformity determinations

Land use planning

Review and comment on all updates to general plans for incorporated areas in western Nevada County to make air quality elements more effective .

Products:

Emissions inventory

Urban air shed model for ozone for Central California, that includes western Nevada County.

Ozone Attainment Plan (SIP).

Transportation Conformity Consultation Agreement

71

WORK ELEMENT 7 - FEDERAL OPERATING PERMIT PROGRAM

Project 7.1 - Title V

(Plumas and Sierra Counties Only)

Purpose:

Implement the requirements of Title V of the *Clean Air Act of 1990* (CAA) and related District Rule 522 for permits to operate required for major sources of regulated air pollutants and other applicable sources.

Normal, Ongoing Work:

Maintain Visual Emissions Evaluation (VEE) inspection certifications for inspectors.
Review applications for completeness as they become due.
Issue required permits.
Conduct inspections of permitted sources to confirm the equipment/process is operating within their permitted conditions.
Draft Notices to Comply and Notices of Violation.
Draft and issue settlement letters.
Prepare staff reports for Hearing Board variances/compliance plans.
Track progress of meeting the requirements contained in a compliance plan.
Participate in CAPCOA Committee meetings and CARB workshops related to the Title V Program.
Review Title V implementation guidance received from ARB and EPA and notify major sources of White Papers and assist in their understanding.
Conduct workshops to help Title V sources understand and comply with federal requirements.
Review source testing protocols, witness source tests, and review source test reports.
Respond to and investigate complaints related to Title V sources.
Compile monthly, quarterly, and annual reports to CARB/EPA.
Collect fees and penalties

Products:

Title V Permits
Inspection Reports
Notices to Comply
Notices of Violation
Settlement Letters
Complaint Reports
Hearing Board Compliance Plans
Monthly Significant Violator Report to CARB
Quarterly Excess Emissions Reports to CARB

72

WORK ELEMENT 8 - AIR TOXICS PROGRAM

Project 8.1 - Air Toxic "Hot Spots" Act Implementation and Fee Regulation

Purpose:

- Determine emissions of air toxics and hazardous air pollutants from applicable sources and whether such emissions present a significant health risk to neighboring public and sensitive receptors.
- Develop an air toxics emission inventory.
- Reduce the health risk to below the level of significance for high risk facilities.

Normal, Ongoing Work:

- Implement Air Toxics Control Measures promulgated by the State.
- Implement NESHAPS promulgated by EPA (Federal law requires states to implement, State law requires districts to implement).
- Provide information and assistance to affected facilities on the requirements.
- Review and approve facility emission inventory plans submitted by the facilities that comply with the requirements. Provide further assistance where necessary.
- Review and approve the one-time surveys submitted by facilities that comply with the requirements. Provide further assistance where necessary.
- Notify new facilities of deadlines for compliance.
- Calculate air toxics emissions for "Industry-wide" facilities.
- Develop and maintain air toxics emissions inventory and report to ARB.
- Respond to ARB surveys for facility counts, emissions, fees, documentation, etc.
- Place sources on quadrennial update status and fee applicability when prioritization score is between 1 and 10.
- Collect District and ARB fees.

Products:

- Facility Prioritization Guidelines
- Approved Air Toxics Emissions Inventory Plans
- Approved Air Toxics Emissions Inventory Reports
- Prioritization scores for applicable facilities
- Risk assessments for applicable facilities
- District Air Toxics Emissions Inventory
- Fee Regulation with related documentation
- Annual Report to Public/Board

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WORK ELEMENT 8 - AIR TOXICS PROGRAM

Project 8.2 - Air Toxics Control Measures

Purpose:

Reduce air toxics exposure and risk to the public and nearby businesses.
Reduce the health risk to below the level of significance for high risk facilities.

Normal, Ongoing Work:

Attend workshops and meetings, and review and comment on draft regulations - state Air Toxics Control Measures (ATCMs) and related National Emissions Standards for Hazardous Air Pollutants (NESHAPS).

Provide public notices, staff reports, public hearings and rule adoptions to adopt state and federal regulations by reference.

Implement state ATCMs and related NESHAPS as required by state law.

Monitor the NESHAPS being developed and approved for applicable facilities in the District.

Products:

Rules that refer to the State and federal regulations.

Permits with special conditions designed to comply with state and federal regulations and protect the public health.

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WORK ELEMENT 9 - AB 2766 GRANTS PROGRAM

Project 9.1 - External Project Selection, Monitoring, and Reporting

Purpose: Reduce air pollution from motor vehicles and conduct related planning, monitoring, enforcement, and technical studies necessary for the implementation of the California Clean Air Act of 1988.

Normal, Ongoing Work:

- Develop plan and projected budget for DMV registration funds on external projects.
- Develop and distribute a screening RFP for external grant projects and programs.
- Review screening proposals, select best ones for detailed proposal, provide comments that will improve the quality of these proposals.
- Conduct RFP workshops to train applicants on proposal requirements.
- Arrange meetings of Board's ad hoc grant committees to review, evaluate, and rank proposals.
- Prepare grant award recommendations for Board consideration.
- Negotiate alternative funding and scope of work with applicants where needed.
- Draft contractual agreements for each grant.
- Develop and distribute Grant Guidance.
- Review and approve monthly requests for reimbursement and request clarifications, as needed.
- Track funds dispersed for each grant.
- Review monthly progress reports and request clarifications, as needed.
- Notify grantees that mid-cycle monitoring reports are due.
- Review mid-cycle monitoring reports and request clarifications, as needed.
- Request each grantee notify the District of funds needed for disbursement after the end of the fiscal year.
- Encumber grant funds that have not be used by the end of the fiscal year, but which will be needed to complete Board-approved work during the next fiscal year, but during grant cycle.
- Notify grantees that work should be complete and final reports are due.
- Review Final Reports for each grant project and request clarifications, as needed.
- Prepare Annual CARB Report on all internal and external projects and programs, in addition to overall District program. Check the cost-effectiveness of each project.
- Audit selected grants, if needed.

Products:

- Plan for Use of AB 2766 DMV Surcharge Funds
- Screening RFP for grant projects
- Detailed RFP for grant projects
- Budget for External AB 2766 DMV Projects and Programs
- Project proposal ranking and recommendations
- Grant contract agreements
- Grant Guidance

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WORK ELEMENT 10 - AB 2766 INTERNAL PROGRAMS

Project 10.1 - Public Education

Purpose:

Reduce air pollution from motor vehicles and conduct related planning, monitoring, enforcement, and technical studies necessary for the implementation of the California Clean Air Act of 1988. Notify the public when air quality is poor, educate the public on public health impacts, and how they can voluntarily improve air quality (episode curtailment).

Normal, Ongoing Work:

Issue predictions of the Air Quality Index (AQI) and recommended steps the public can take to protect themselves and help prevent the air from getting worse.

Issue public health advisories to local newspapers, radio stations, schools, recreation districts, hospitals, senior centers, convalescent hospitals, etc. when air pollution episodes occur. Advise on public health impacts of the pollutant of concern, how to avoid exposure, and what the public can do to help curtail an episode.

Speak to local businesses and service organizations on air quality issues and what they can do personally to reduce emissions of nonattainment pollutants.

Participate in radio, newspaper, and cable television interviews on air quality impacts on public health, and what the public can do voluntarily to reduce emissions of air pollution.

Promote public reporting of smoking vehicles to CARB, who will send violators a letter asking them to repair or scrap their vehicles.

Attend meetings of committees, coalitions, and forums related to clean fuels, clean air, and ozone transport to learn about what other areas are doing and to lobby upwind areas to do more to clean up their air (thus reducing the air pollution being transported to downwind areas, which impacts air quality and pollutant attainment status).

Develop pamphlets, flyers and inserts that can be used to convey the message of what the public can do to change their behavior in a way that reduces emissions of nonattainment pollutants.

Work with dealers of electric vehicles and super low emissions vehicles to promote their products in western Nevada County.

Products:

Daily AQI notifications.

CARB Smoking Vehicle Reports.

Notifications to affected parties of upcoming rules and regulations.

Pamphlets, fliers, inserts, and videos related to SPARE THE AIR AND AQI.

Report to ARB.

WORK ELEMENT 10 – Carl Moyer INTERNAL PROGRAMS

Project 10.2 - Carl Moyer Air Quality Standards Attainment Program; Incentives for Lower Emission Heavy Duty Diesel Engines.

Purpose: Reduce emissions from heavy duty diesel engines.

Normal, Ongoing Work:

Apply annually to ARB for grant funding.

Implement District Carl Moyer Program.

Promote the program locally.

Conduct workshops.

Review applications, on first come first served basis. Calculate cost-effectiveness for each project.

Select most cost-effective projects.

Draft and approve contractual agreements for each project.

Inspect pre- and post-installations of engines.

Review reimbursement requests and issue reimbursement checks.

Track funds for each project.

Monitor maintenance records, fuel consumption, miles traveled (or hours operated) within and outside of District.

Report to ARB.

Follow changing program requirements as they develop.

Products:

District Carl Moyer Program

Grant agreements.

Reduced diesel engine emissions.

Reports to ARB.

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WORK ELEMENT 11 - AIR MONITORING PROGRAM

Project 11.1 - Air Monitoring

Purpose:

Required to determine attainment status for state and federal ambient air quality standards. Attainment status establishes the regulatory basis for and the scope of control strategies for industrial, area, and motor vehicle air pollution sources.

Normal, Ongoing Work:

Install and maintain air monitoring equipment.
Conduct calibration, maintenance, equipment upgrades, and quality assurance checks on the instruments and data acquisition equipment.
Collect data and reduce to data reporting formats.
Investigate new technologies to reduce maintenance costs.
Identify exceedances of the California Ambient Air Quality Standard (CAAQS) and National Ambient Air Quality Standard (NAAQS), and analyze and document the District's opinion on whether they are due to transport or natural events beyond the control of man.
Flag data and prepare reports to justify the exclusion of data related to transport, prescribed burns, and/or natural events.
Analyze monitoring data to determine air quality trends.
Make recommendations on what monitoring is needed.
Attend CAPCOA/CARB meetings and training related to air monitoring.
Report to EPA through AIRS.
Prepare NSAQMD Annual Air Monitoring Report for Board, public, and interested parties review.
Bill CAPCOA/ARB/EPA for funding of the PM2.5 monitoring network.
Maintain the PM2.5 monitoring network in accordance with the agreement with CAPCOA/ARB/EPA.

Products:

Data used to make the AQI predictions.
Daily, monthly, quarterly, and annual reports to CARB.
NSAQMD Annual Air Monitoring Report.
Annual Agreement with ARB to conduct air monitoring in Quincy.
Agreement with CAPCOA/ARB/EPA

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To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: February 24, 2020

Agenda Item: V.D

Agenda Description: Northern Sierra Air Quality Management District's Accomplishments - 2019

Issues: Attached are the District's accomplishments for 2019

Requested Action: Review

Attachments:

1. Northern Sierra Air Quality Management District's Accomplishments - 2019

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NORTHERN SIERRA AIR QUALITY MANAGEMENT AIR DISTRICT
ACCOMPLISHMENTS 2019

MISSION STATEMENT

Preserving air quality and protecting the public health and public welfare in Nevada, Plumas, and Sierra Counties.

Very productive year for the District. District staff completed the following accomplishments above and beyond the normal, routine, ongoing activities.

1. Staff continued to implement a **\$2.48 million** federal grant from the EPA for a wood stove change-out program in the Plumas County PM2.5 Nonattainment Area.

The EPA had a goal of changing out 500 non-certified stoves by the end of 2019. The District changed out 364 stoves by December 31, 2019. In 2019, the total amount of funds disbursed to Portola Area Residents to change out non-certified appliances to cleaner burning appliances was **\$266,485.52**.

Staff involved: Julie Ruiz, Melissa Klundby and Gretchen Bennitt

2. Staff worked extensively with EPA and CARB to modify the existing Portola Target Grant to include a new position (burnwise coordinator), chimney sweep vouchers, woodsheds, registration database, heat pump pilot project.

Staff involved: Julie Ruiz and Gretchen Bennitt

3. Staff worked extensively with EPA and CARB to apply for a new Target Grant for Portola for the amount of **\$3.2 million**. In 2019, this grant was awarded to the District.

Staff involved: Gretchen Bennitt and Julie Ruiz

4. Staff continued to implement a voluntary curtailment program for non EPA-certified wood stoves in Portola.

Staff Involved: Julie Ruiz and Melissa Klundby

5. Staff supported the City of Portola to implement a green waste pickup program and a prohibition on open burning in the City.

Staff involved: Julie Ruiz and Melissa Klundby

6. Staff held a burnwise workshop to further educate residents in Portola on proper burning practices.

Staff involved: Julie Ruiz and Melissa Klundby

7. Staff worked with the local Portola High School to build and distribute 4 woodsheds.

Staff involved: Julie Ruiz and Melissa Klundby

8. Staff hired two new staff persons; one for the Portola Office (Melissa Klundby) and one for the Grass Valley office (David Nicholas).

Staff involved: Gretchen Bennitt and Dawn Lunsford

9. Staff worked with the California Air Resources Board and the Environmental Protection Agency to submit the Portola 2019 Quantitative Milestone Report for the Portola PM2.5 Federal Nonattainment Area. The report also demonstrated that the 2019 quantitative milestones were met.

Staff involved: Julie Ruiz and Gretchen Bennitt

10. Staff continued to meet regularly with EPA and CARB to implement the State Implementation Plan for the Portola Nonattainment Area. EPA has approved the Portola SIP.

Staff involved: Gretchen Bennitt, Julie Ruiz.

11. Staff submitted quarterly reports on the woodstove changeout program to the EPA, as required by the grant.

Staff involved: Julie Ruiz and Gretchen Bennitt

12. Staff continued to work with the City of Portola to destroy old wood stoves. The District and the City have a signed memorandum of agreement which reimburses the City for destroying the stoves.

Staff involved: Julie Ruiz and Melissa Klundby

13. Staff continued and increased public education and conducted follow up interviews with residents who received EPA Target Grant funding for the Portola Woodstove Change out Program.

Staff involved: Julie Ruiz and Melissa Klundby

14. Staff worked extensively with CARB and EPA to complete and submit documents to EPA in order to avoid sanctions.

Staff involved: Sam Longmire

15. During 2019, staff disbursed **\$81,166.98** in funding to residents wishing to change out non-certified woodstoves for cleaner burning appliances from the woodsmoke reduction program, a program funded by the Cap and Trade statewide funding program. The program was a woodstove changeout program throughout all three counties of the Air District. This funding was actually received by the District during 2018, and funds were finally fully disbursed during the first part of 2019. Then, in 2019, the District was granted another **\$147,478.99** for disbursement. This new allocation of funding required some minor changes to the program, which was accomplished.

Staff involved: Sam Longmire

16. The District administers the State's Carl Moyer Heavy Duty Diesel Program throughout all three counties in the District. This program is intended to provide incentives to owners of heavy duty diesel engines to retrofit these engines to lower emitting models. This is easily one of the most cost-effective and pollution reducing programs that the State sponsors and the District administers. Staff made modifications to the policy to include agricultural tractors to the program. This made the program very popular and competitive. Due to the increased competitiveness, the Board directed staff to modify the competitive process prior to receipt of next year's funding cycle. This was accomplished and approved by the Board. Additionally, the list for Carl Moyer utilized **\$128,491.62 of FARMER funding** to help a Sierra County resident change out older, higher emitting farm equipment for cleaner burning, new equipment.

Staff involved: Joe Fish

17. Staff was able to obtain **\$124,375** to provide direct, meaningful and assured benefits to residents of Assembly Bill (AB) 1550 communities by applying for a Community Air Protection (CAP) grant.

Staff involved: Gretchen Bennitt

18. The District administers the State's AB2766 DMV surcharge grant money to worthwhile projects throughout all three counties of the District. This funding comes from a DMV surcharge fee for each registered vehicle in each county. Nevada and Plumas County charge a fee of \$4/vehicle. Sierra County charges a fee of \$2/vehicle.

Project proponents go through a sometimes competitive process to request full or partial sponsorship for projects which reduce vehicle emissions.

\$182,990.80 was disbursed during 2019.

Staff involved: Joe Fish and Gretchen Bennitt.

19. Staff worked with CARB and CAPCOA to receive **\$79,600** in grant funding to implement the Prescribed Burn Reporting and Monitoring Support Program which is funded by the Climate Incentive Program and Greenhouse Gas Reduction Funds.

Staff involved: Gretchen Bennitt

20. Staff implemented the Prescribed Burn Reporting and Monitoring Support Program.

Staff involved: David Nicholas

21. Staff was active in Forest Health Issues throughout the year. Staff met with CalFIRE and other agencies concerning prescribed burning.

Staff involved: Gretchen Bennitt, Joe Fish, Julie Ruiz, David Nicholas, Melissa Klundby, Sam Longmire

22. Staff received training on and implemented enhanced monitoring to track smoke impacts from prescribed burning.

Staff involved: David Nicholas

23. Staff worked extensively with the Environmental Protection Agency to develop and hold a public hearing for District Rule 428 – New Source Review Requirements for New and Modified Major Sources in Federally Designated Nonattainment Areas.

Staff involved: Sam Longmire

24. The Environmental Protection Agency approved Northern Sierra's RACT SIP for the 2008 ozone standard.

Staff involved: Sam Longmire

25. Web cams have been installed at all air district monitoring sites; Grass Valley, Chester, Quincy, Portola, and Loyalton. The District did not install a web cam in Truckee, since there was already an existing web cam.

Staff involved: Joe Fish

26. Staff worked on finding a legal member to appoint to the variance hearing board.

Staff involved: Sam Longmire

27. Air District Board Chair Peter Huebner and staff coordinated and prepared material to meet with State Senator Dahle.

Staff involved: Gretchen Bennitt

28. Staff worked extensively with the American Renewable Power (ARP) Biomass Facility in Loyalton.

Staff involved: Gretchen Bennett, Julie Ruiz, Joe Fish

29. Staff worked with the Sierra Institute to permit and reduce smoke impacts from their biomass-fired combined heat and power unit for the Plumas County Health and Human Services Building.

Staff involved: Sam Longmire and Julie Ruiz

30. Staff followed and commented extensively on the California Air Resources Board's Criteria and Toxics Regulation.

Staff Involved: Sam Longmire

31. Staff followed, commented on, and informed Board of various pertinent legislation related to air quality.

Staff involved: Gretchen Bennett

32. Staff informed Board of California Air Resources Board's Truck and Bus Regulation.

Staff involved: David Nicholas

33. Staff compiled an easy to read flyer for residents concerning the use of back up generators during PSPS.

Staff involved: David Nicholas

34. Julie Ruiz regularly participated in the Environmental Crimes Task Force meetings in Plumas county.

35. Julie Ruiz and Melissa Klundby regularly participated in the Plumas County Fire Safe Council meetings.

36. Staff worked with many different agencies and industry to provide alternatives to burning green waste. Staff updates and keeps a list of what residents can do to remove green waste in Plumas and Sierra Counties. Staff worked with local biomass facility to have a substantial amount of green waste transported and used as fuel.

Staff involved: Julie Ruiz

37. Staff worked with the Variance Hearing Board to issue three separate variances.

Staff involved: Sam Longmire and Melissa Klundby

38. The Executive Director and the Board have continued to support local efforts to utilize biomass as a fuel to reduce smoke impacts from prescribed/residential open burning.

39. David Nicholas became member of the Nevada County Fire Safe Council.

40. Sam Longmire tackled some challenging planning issues in Nevada County.

41. Joe Fish participated in CAPCOA Air Monitoring meetings.

42. Sam Longmire participated in CAPCOA Planning Managers Meetings

43. Julie Ruiz participated in CAPCOA Enforcement Managers Meetings

44. Gretchen Bennitt was re-elected as a member of the CAPCOA Board of Directors for 2019. Additionally, she was appointed as an officer of the CAPCOA Board of Directors. During 2019, she was appointed as Vice-President and Legislative Chair of CAPCOA.

To: Northern Sierra Air Quality Management District Board of Directors
From: Gretchen Bennitt, Air Pollution Control Officer
Date: February 24, 2020

Agenda Item: VI.A

Agenda Description: Closed Session Item - Performance Evaluation of the Air Pollution Control Officer, Gretchen Bennitt (Government Code Section 54957).

Issues: The Executive Director's Annual Performance Evaluation is due. All Board members have been provided with a checksheet that will assist in determining her performance for the past year. Closed session will be provided for frank discussions concerning performance.

Attachments:

1. Northern Sierra Air Pollution Control Officer Evaluation Checksheet

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**NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
BOARD EVALUATION OF
AIR POLLUTION CONTROL OFFICER PERFORMANCE**

<u>RELATIONSHIP WITH BOARD OF DIRECTORS</u>		<u>Unsatisfactory</u>	<u>Adequate</u>	<u>Good</u>	<u>Outstanding</u>
1.	Keeps Board informed about issues, needs, and operations.	_____	_____	_____	_____
2.	Offers professional advice to Board on items requiring Board action, with appropriate recommendations based on thorough study and analysis.	_____	_____	_____	_____
3.	Interprets and executes the intent of Board policy.	_____	_____	_____	_____
4.	Supports Board policy and actions to the public and staff.	_____	_____	_____	_____
5.	Seeks and accepts constructive criticism of his work.	_____	_____	_____	_____
6.	Remains impartial, treating all Board members alike.	_____	_____	_____	_____
7.	Maintains an effective liaison between the Board and employees working toward a high degree of understanding and respect between staff and Board.	_____	_____	_____	_____
8.	Refrains from criticism of individual or group members of the Board.	_____	_____	_____	_____
9.	Feels free to maintain an independent opinion on matters under discussion by the Board until an official decision has been reached. Effectively implements subsequent Board action.	_____	_____	_____	_____
10.	Has a good working relationship with the Board.	_____	_____	_____	_____
 <u>ADMINISTRATION OF THE DISTRICT</u>					
11.	Distinguishes between major and minor issues.	_____	_____	_____	_____
12.	Plans own time so that matters of greatest importance are dealt with thoroughly.	_____	_____	_____	_____
13.	Has strong organizational skills and is able to engage in short- and long-range planning.	_____	_____	_____	_____
14.	Encourages teamwork and creativity among employees.	_____	_____	_____	_____

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COMMUNITY AND INTERGOVERNMENTAL RELATIONSHIPS

- | | | | | | |
|-----|---|-------|-------|-------|-------|
| 15. | Works effectively with other governmental and private agencies. | _____ | _____ | _____ | _____ |
| 16. | Has gained respect and support of the community on the functioning of the District operation. | _____ | _____ | _____ | _____ |
| 17. | Gives attention to issues and opinions of all groups and individuals. | _____ | _____ | _____ | _____ |
| 18. | Develops cooperative relationships with news media. | _____ | _____ | _____ | _____ |

STAFF AND PERSONNEL RELATIONSHIPS

- | | | | | | |
|-----|---|-------|-------|-------|-------|
| 19. | Develops and executes sound personnel procedures and practices. | _____ | _____ | _____ | _____ |
| 20. | Develops good staff morale and loyalty. | _____ | _____ | _____ | _____ |
| 21. | Treats all personnel fairly, without favoritism or discrimination, while insisting on performance of duties. | _____ | _____ | _____ | _____ |
| 22. | Delegates authority to staff members appropriate to the position each holds. | _____ | _____ | _____ | _____ |
| 23. | Encourages participation of appropriate staff members and groups in planning, procedures, and policy implementation. | _____ | _____ | _____ | _____ |
| 24. | Evaluates performance of staff members, giving commendation for good work as well as constructive suggestions for improvement. | _____ | _____ | _____ | _____ |
| 25. | Takes an active role in development of salary schedules for all personnel, And recommends to the Board the levels which, within budgetary limitations, will best serve the interests of the District. | _____ | _____ | _____ | _____ |
| 26. | Within parameters set by the Board, provides overall guidance to the meet-and-confer process with employees. | _____ | _____ | _____ | _____ |

BUSINESS AND FINANCE

- | | | | | | |
|-----|--|-------|-------|-------|-------|
| 27. | Supervises operations, insisting on competent and efficient performance. | _____ | _____ | _____ | _____ |
| 28. | Recommends a realistic annual budget for District operations. | _____ | _____ | _____ | _____ |
| 29. | Evaluates financial need and makes recommendations for adequate financing. | _____ | _____ | _____ | _____ |

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PERSONAL QUALITIES

- | | | | | | |
|-----|--|-------|-------|-------|-------|
| 30. | Defends principle and conviction in the face of pressure and partisan influence. | _____ | _____ | _____ | _____ |
| 31. | Maintains high standards of ethics, honesty, and integrity in all personal and professional matters. | _____ | _____ | _____ | _____ |
| 32. | Earns respect and standing among professional colleagues. | _____ | _____ | _____ | _____ |
| 33. | Devotes time and energy effectively to job. | _____ | _____ | _____ | _____ |
| 34. | Demonstrates ability to work well with individuals and groups. | _____ | _____ | _____ | _____ |
| 35. | Maintains professional manner in the full range of professional activities. | _____ | _____ | _____ | _____ |
| 36. | Writes clearly and concisely. | _____ | _____ | _____ | _____ |
| 37. | Speaks well in front of large and small groups, expressing ideas in a logical and forthright manner. | _____ | _____ | _____ | _____ |

BOARD OBSERVATIONS

Things the APCO does now that I would like him/her to continue:

Things the APCO does now that I would like him/her to discontinue:

Things the APCO does now that I would like him/her to do:

Any other observation you would like to share regarding the APCO's performance:

Board Member: _____

Date: _____

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