

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

Headquarters

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Grass Valley, CA 95945

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Gretchen G. Bennett, APCO

Northern Field Office

257 E. Sierra Street, Suite E

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NORTHERN SIERRA

AIR QUALITY MANAGEMENT DISTRICT

BOARD OF DIRECTORS

REGULAR BOARD MEETING

MONDAY

March 28, 2022

1:00 p.m.

**Northern Sierra Air Quality Management District
Governing Board of Directors**

**Hardy Bullock, Chair
Nevada County Supervisor**

**Ed Scofield , Vice-Chair
Nevada County Supervisor**

**Peter Huebner
Sierra County Supervisor**

**Paul Roen
Sierra County Supervisor**

**Sharon Thrall
Plumas County Supervisor**

**Dwight Ceresola
Plumas County Supervisor**

Alternates:

Susan Hoek, Nevada County Supervisor

Lee Adams, Sierra County Supervisor

Jeff Engel, Plumas County Supervisor

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
March 28, 2022
1:00 P.M.

This meeting will be held by videoconference/teleconference 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. **Approval and/or Modifications to Agenda**
- IV. **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 – February 28, 2022

V. Financial Reports**A. Payment Details by Vendor Board Report – February 28, 2022****VI. Administrative Report**

- A. Proposed County Contribution for FY 22/23
- B. Resolution # 2022-06 - the Governing Board of Directors' intent to approve a Three-Year Phased Approach with Cost of Living Adjustment (COLA) for the District staff

VII. Director's Report

- A. Status on Portola PM2.5 Nonattainment Area

VIII. Closed Session

- A. Pursuant to Government Code section 54957.6, a closed session of the Board of Directors will be held for the purpose of reviewing its position and instructing its designated labor negotiations representative regarding salaries, fringe benefits, and other employment-related matters regarding the following positions: Deputy Air Pollution Control Officer, Air Pollution Control Specialist I-II-III, Accounting Clerk/Administrative Assistant, and Federal Target Grant Specialist. The designated labor negotiations representative for the Northern Sierra Air Quality Management District is Executive Director, Gretchen Bennitt.
- B. Pursuant to Government Code section 54957.6, a closed session of the Board of Directors will be held for the purpose of reviewing its position regarding the salary, fringe benefits, and other employment-related matters regarding the following position: Executive Director, Gretchen Bennitt.
- C. Performance Evaluation of the Air Pollution Control Officer, Gretchen Bennitt (Government Code Section 54957).

IX. 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.

X. Schedule next Meeting – April 25, 2022

XI. 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**

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: March 28, 2022

Agenda Item: III

Agenda Description: Approval and/or Modifications to Agenda

Requested Action: Discuss any modifications to agenda, approve agenda with a roll call vote

ROLL CALL VOTE REQUESTED

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: March 28, 2022

Agenda Item: IV.A

Agenda Description: Approval of regular meeting minutes – February 28, 2022

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

ROLL CALL VOTE REQUESTED

Attachments:

1. Draft February 28, 2022 minutes

DISTRICT HEADQUARTERS

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Mailing Address:

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(530) 274-9360 / FAX: (530) 274-7546

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NORTHERN FIELD OFFICE

257 E. Sierra, Unit E

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Portola, CA 96122

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MINUTES

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

BOARD OF DIRECTORS SPECIAL MEETING

February 28, 2022

1:00 p.m.

This meeting was held by ZOOM/Telephone Conference

Members Present:

Supervisor Bullock, Chair
Supervisor Scofield, Vice Chair
Supervisor Huebner
Supervisor Adams, Alternate
Supervisor Thrall
Supervisor Ceresola

Members Absent:

Supervisor Roen

I. Standing Orders:

Call to Order. Roll Call and Determination of Quorum.

Chair Thrall called the meeting to order at 1:02 P.M. A quorum was confirmed. Also present; Gretchen Bennitt, Executive Director; Melissa Klundby, APCSII; Dawn Lunsford, Clerk of the Board; Julie Hunter, APCS III, Duane Strawser, APCS I

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 Thrall called for public comment for items not appearing on the agenda. There was no public present to discuss any non-agendized items on the conference line.

III. Approval and/or Modifications to the Agenda

Chair Thrall asked if there were any requested modifications to the agenda. Hearing none, Supervisor Huebner made a motion to approve the agenda. Supervisor Bullock seconded the motion. The motion was approved unanimously with a roll call vote.

IV. Election of Chair and Vice Chair for 2022

Supervisor Scofield made a motion to nominate Supervisor Bullock as Chair of NSAQMD for 2022. Supervisor Adams seconded the motion. The motion was approved unanimously with a roll call vote.

Supervisor Bullock made a motion to nominate Supervisor Scofield as Vice-Chair of NSAQMD for 2022. Supervisor Adams seconded the motion. The motion was approved unanimously with a roll call vote.

V. Consent Calendar

Supervisor Scofield made a motion to approve the consent calendar. Supervisor Thrall seconded the motion. The motion was approved unanimously with a roll call vote.

VI. Administrative Report

A. Request for Nevada County 2023 AB2766 funds to be allocated to a smoke emission reduction program from green waste burning

Supervisor Scofield made a motion to approve the transfer of one year's allocation (FY 2023) of Nevada County's AB2766 funds to be allocated to a smoke emission reduction program and authorize the Chair to sign the Resolution 2022-03 and Agreement with the County. Supervisor Adams seconded the motion. The motion was approved unanimously with a roll call vote.

B. Approval of Federal Target Grant Specialist Position – fully funded through EPA Federal Grants

After a short discussion, Supervisor Ceresola made a motion to approve the position. Supervisor Scofield seconded the motion. The motion was unanimously approved with a roll call vote.

VII. Director's Report

A. Northern Sierra Air Quality Management District's Strategic Plan for 2022

Ms. Bennitt discussed the Air District's Goals for 2022 with the Board.

B. Northern Sierra Air Quality Management District's Accomplishments - 2021

Ms. Bennitt discuss the accomplishments of the Air District with the Board.

C. Conflict of Interest Forms for the Fair Political Practices Commission (FPPC) are DUE MARCH 15th

The Board was reminded to complete their FPPC forms by March 15th.

D. Wildfire Smoke Clean Air Centers for Vulnerable Populations

Ms. Bennitt discussed that funding will be available for this statewide, but has not yet been allocated to individual air districts.

VIII. Closed Session

- A.** Pursuant to Government Code section 54957.6, a closed session of the Board of Directors will be held for the purpose of reviewing its position and instructing its designated labor

negotiations representative regarding salaries, fringe benefits, and other employment-related matters regarding the following positions: Deputy Air Pollution Control Officer, Air Pollution Control Specialist I-II-III, and Accounting Clerk/Administrative Assistant. The designated labor negotiations representative for the Northern Sierra Air Quality Management District is Executive Director, Gretchen Bennitt.

- B. Pursuant to Government Code section 54957.6, a closed session of the Board of Directors will be held for the purpose of reviewing its position regarding the salary, fringe benefits, and other employment-related matters regarding the following position: Executive Director, Gretchen Bennitt.
- C. Performance Evaluation of the Air Pollution Control Officer, Gretchen Bennitt (Government Code Section 54957).

Following closed session, counsel reported out that the NSAQMD representative will report to the staff. Counsel reported that Gretchen Bennitt is directed to contact counsel following the Board meeting.

IX. Concerns of the Board –No concerns were expressed.

VIII. Schedule next Meeting – Next meeting was scheduled for November 22, 2021.

IX. Adjournment

The meeting was adjourned at 2:51 P.M.

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: March 28, 2022

Agenda Item: V.A

Agenda Description: Payment Details by Vendor Board Report – February 2022

Issues: Vendor Reports are available for the Board and Public to review

Requested Action: Review and approve reports.

ROLL CALL VOTE REQUESTED

Attachments:

1. Payment Details by Vendor Board Report – February 2022

**Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
February 2021**

| Type | Date | Num | Memo | Account | Amount |
|---------------------------------|------------|------------|--------------------------------|----------------------------------|------------|
| Adecco | | | | | |
| Bill Pmt -Check | 02/04/2021 | 230292 | test | 10-1000 · Cash, Operating Ge... | -49.02 |
| Bill Pmt -Check | 02/11/2021 | 230528 | test | 10-1000 · Cash, Operating Ge... | -73.53 |
| Bill Pmt -Check | 02/18/2021 | 230906 | test | 10-1000 · Cash, Operating Ge... | -73.53 |
| Bill Pmt -Check | 02/25/2021 | 231081 | test | 10-1000 · Cash, Operating Ge... | -73.53 |
| Total Adecco | | | | | |
| ADP Fees | | | | | |
| Bill Pmt -Check | 02/05/2021 | EFT2/5/21 | PPE 1/22/521 Processing | 10-1003 · Cash, Bank Payroll ... | -49.07 |
| Bill Pmt -Check | 02/19/2021 | EFT2/19/21 | PPE 2/05/2021 Processing | 10-1003 · Cash, Bank Payroll ... | -49.07 |
| Bill Pmt -Check | 02/26/2021 | EFT022621 | monthly fee | 10-1003 · Cash, Bank Payroll ... | -38.72 |
| Total ADP Fees | | | | | |
| Asquith Business Service | | | | | |
| Bill Pmt -Check | 02/04/2021 | V938237 | PPE 1/22/21 | 10-1000 · Cash, Operating Ge... | -900.00 |
| Bill Pmt -Check | 02/11/2021 | V938850 | EPA 2018 & monthly accounti... | 10-1000 · Cash, Operating Ge... | -675.00 |
| Bill Pmt -Check | 02/25/2021 | V939199 | PPE 2/20/20 | 10-1000 · Cash, Operating Ge... | -287.50 |
| Total Asquith Business Service | | | | | |
| AT&T CALNET 3 | | | | | |
| Bill Pmt -Check | 02/04/2021 | 230335 | | 10-1000 · Cash, Operating Ge... | -23.92 |
| Bill Pmt -Check | 02/18/2021 | 230957 | | 10-1000 · Cash, Operating Ge... | -87.93 |
| Bill Pmt -Check | 02/25/2021 | 231199 | | 10-1000 · Cash, Operating Ge... | -23.90 |
| Total AT&T CALNET 3 | | | | | |
| B of A | | | | | |
| Bill Pmt -Check | 02/04/2021 | V938201 | PPE 1/22/21 | 10-1000 · Cash, Operating Ge... | -17,782.34 |
| Bill Pmt -Check | 02/11/2021 | V938765 | PAYROLL | 10-1000 · Cash, Operating Ge... | -17,552.99 |
| Bill Pmt -Check | 02/25/2021 | V939118 | paydate 2/25/21 | 10-1000 · Cash, Operating Ge... | -17,330.48 |
| Total B of A | | | | | |
| CALPERS (Health) | | | | | |
| Bill Pmt -Check | 02/04/2021 | 909906 | Feb 2021 | 10-1000 · Cash, Operating Ge... | -6,178.58 |
| Bill Pmt -Check | 02/25/2021 | 909960 | March 2021 | 10-1000 · Cash, Operating Ge... | -6,178.58 |
| Total CALPERS (Health) | | | | | |

Northern Sierra Air Quality Management District Payment details by Vendor Board Report February 2021

| Type | Date | Num | Memo | Account | Amount |
|--|------------|---------|---------------------------------|----------------------------------|-----------|
| CALPERS (Retirement) | | | | | |
| Bill Pmt -Check | 02/04/2021 | 909909 | PPE 1/22/21, paydate 1/28/21 | 10-1000 · Cash, Operating Ge... | -1,248.00 |
| Bill Pmt -Check | 02/04/2021 | 909907 | PPE 1/22/21, paydate 1/28/21 | 10-1000 · Cash, Operating Ge... | -2,130.09 |
| Bill Pmt -Check | 02/11/2021 | 909925 | Monthly PERPA unfunded liabi... | 10-1000 · Cash, Operating Ge... | -76.88 |
| Bill Pmt -Check | 02/11/2021 | 909924 | PPE 2/1/21 | 10-1000 · Cash, Operating Ge... | -1,256.49 |
| Bill Pmt -Check | 02/11/2021 | 909921 | Monthly Classic contribution | 10-1000 · Cash, Operating Ge... | -7,909.95 |
| Bill Pmt -Check | 02/11/2021 | 909922 | PPE 2/1/21 | 10-1000 · Cash, Operating Ge... | -2,102.64 |
| Bill Pmt -Check | 02/25/2021 | 909961 | PPE 2/25/21 | 10-1000 · Cash, Operating Ge... | -2,102.64 |
| Bill Pmt -Check | 02/25/2021 | 909963 | PPE 2/25/21 | 10-1000 · Cash, Operating Ge... | -1,263.56 |
| Total CALPERS (Retirement) | | | | | |
| CALPERS 457 PLAN | | | | | |
| Bill Pmt -Check | 02/04/2021 | 909908 | PPE 1/22/21, paydate 1/28/21 | 10-1000 · Cash, Operating Ge... | -1,300.00 |
| Bill Pmt -Check | 02/11/2021 | 909923 | PPE 2/1/21 | 10-1000 · Cash, Operating Ge... | -1,400.00 |
| Bill Pmt -Check | 02/25/2021 | 909962 | PPE 2/25/21 | 10-1000 · Cash, Operating Ge... | -1,620.00 |
| Total CALPERS 457 PLAN | | | | | |
| English Mountain Ranch | | | | | |
| Bill Pmt -Check | 02/11/2021 | V938785 | | 10-1000 · Cash, Operating Ge... | -3,946.21 |
| Total English Mountain Ranch | | | | | |
| Fish, Joe | | | | | |
| Bill Pmt -Check | 02/11/2021 | V938764 | reimburse excess service credit | 10-1000 · Cash, Operating Ge... | -113.25 |
| Total Fish, Joe | | | | | |
| Hahn, J aka Wolf Creek Wood Stoves | | | | | |
| Bill Pmt -Check | 02/18/2021 | V938997 | EPA 2015 2020-483 Greco | 20-1000 · Cash, Restricted Fu... | -3,500.00 |
| Bill Pmt -Check | 02/25/2021 | V939183 | | 20-1000 · Cash, Restricted Fu... | -7,000.00 |
| Total Hahn, J. aka Wolf Creek Wood Stoves | | | | | |
| Hardy Bullock | | | | | |
| Bill Pmt -Check | 02/25/2021 | V939213 | 02/22/21 Board Meeting | 10-1000 · Cash, Operating Ge... | -100.00 |
| Total Hardy Bullock | | | | | |
| Inc. Senior Citizens of Sierra County | | | | | |
| Bill Pmt -Check | 02/18/2021 | 230938 | Q2, Oct, Nov, Dec 2020 | 20-1000 · Cash, Restricted Fu... | -1,430.25 |
| Total Inc. Senior Citizens of Sierra County | | | | | |
| Intermountain Disposal, Inc. Vendor | | | | | |
| Bill Pmt -Check | 02/04/2021 | 230331 | | 10-1000 · Cash, Operating Ge... | -14.70 |
| Bill Pmt -Check | 02/04/2021 | 230332 | EPA 2015 TAG | 20-1000 · Cash, Restricted Fu... | -125.00 |
| Total Intermountain Disposal, Inc. Vendor | | | | | |

Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
February 2021

| Type | Date | Num | Memo | Account | Amount |
|-----------------------------|------------|--------|------------------------|----------------------------------|------------|
| Kleinhans, Ursula M. | | | | | |
| Bill Pmt -Check | 02/11/2021 | 230586 | March Portola Rent | 10-1000 · Cash, Operating Ge... | -533.53 |
| Total Kleinhans, Ursula M. | | | | | -533.53 |
| Longmire, Sam | | | | | |
| Bill Pmt -Check | 02/18/2021 | 230912 | | 10-1000 · Cash, Operating Ge... | -384.00 |
| Bill Pmt -Check | 02/25/2021 | 231084 | Vision | 10-1000 · Cash, Operating Ge... | -364.00 |
| Total Longmire, Sam | | | | | -748.00 |
| Quincy Hot Spot | | | | | |
| Bill Pmt -Check | 02/11/2021 | 230563 | | 20-1000 · Cash, Restricted Fu... | -6,000.00 |
| Bill Pmt -Check | 02/25/2021 | 231117 | | 20-1000 · Cash, Restricted Fu... | -9,000.00 |
| Total Quincy Hot Spot | | | | | -15,000.00 |
| Supervisor Huebner | | | | | |
| Bill Pmt -Check | 02/04/2021 | 230321 | 1/26/21 Board Mtg | 10-1000 · Cash, Operating Ge... | -100.00 |
| Bill Pmt -Check | 02/25/2021 | 231124 | 2/22/21 Board Meeting | 10-1000 · Cash, Operating Ge... | -100.00 |
| Total Supervisor Huebner | | | | | -200.00 |
| Supervisor Paul Roen | | | | | |
| Bill Pmt -Check | 02/04/2021 | 230333 | 1/25/21 Board Meeting | 10-1000 · Cash, Operating Ge... | -100.00 |
| Bill Pmt -Check | 02/25/2021 | 231195 | 02/22/21 Board Meeting | 10-1000 · Cash, Operating Ge... | -100.00 |
| Total Supervisor Paul Roen | | | | | -200.00 |
| Supervisor Scofield | | | | | |
| Bill Pmt -Check | 02/04/2021 | 230342 | 1/26/21 Board Mtg | 10-1000 · Cash, Operating Ge... | -100.00 |
| Bill Pmt -Check | 02/25/2021 | 231202 | 1/26/21 Board Mtg | 10-1000 · Cash, Operating Ge... | -100.00 |
| Total Supervisor Scofield | | | | | -200.00 |
| Supervisor Thrall | | | | | |
| Bill Pmt -Check | 02/04/2021 | 230319 | 1/26/21 Board Mtg | 10-1000 · Cash, Operating Ge... | -100.00 |
| Bill Pmt -Check | 02/25/2021 | 231122 | 02/22/21 Board Meeting | 10-1000 · Cash, Operating Ge... | -100.00 |
| Total Supervisor Thrall | | | | | -200.00 |
| US Bank | | | | | |
| Bill Pmt -Check | 02/18/2021 | 230933 | various vendors | 10-1000 · Cash, Operating Ge... | -4,457.68 |
| Bill Pmt -Check | 02/18/2021 | 230933 | various vendors | 20-1000 · Cash, Restricted Fu... | -2,469.66 |
| Total US Bank | | | | | -6,927.34 |

Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
 February 2021

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| Type | Date | Num | Memo | Account | Amount |
|---|------------|--------|--------|---------------------------------|--------------------|
| Wizix Technology Group Bill Pmt -Check | 02/18/2021 | 230973 | copier | 10-1000 - Cash, Operating Ge... | -89.84 |
| Total Wizix Technology Group | | | | | -89.84 |
| TOTAL | | | | | -130,166.06 |

To: Northern Sierra Air Quality Management District Board of Directors
From: Gretchen Bennitt, Air Pollution Control Officer
Date: March 28, 2022

Agenda Item: VI.A

Agenda Description: Proposal and Approval of County Contribution for FY 22/23

Issues:

The District's three-county agreement states that the annual county contribution for each member county shall be calculated using any one of the following three methods:

- A. Annual Contribution = the immediately previous fiscal year's annual contribution * (1 + CPI).
- B. Annual Contribution = County Population * \$0.48
- C. Annual Contribution = the immediately previous fiscal year's annual contribution.

The attached table clarifies what the actual amount per county would be depending upon the method adopted by the Board.

Last year, the Board adopted Method, which resulted in the county contribution increasing by the CPI adjustment factor.

Requested Action:

1. Propose and Adopt a County Contribution for FY 2022 - 2023

ROLL CALL VOTE REQUESTED

Attachments:

1. Proposed County Contribution Values for FY 2022-2023

Proposed County Contribution Values for FY 22-23

CPI Adjustment Factor: **4.73%**

The CPI adjustment factor is for the immediately previous full calendar year as determined by the following web page: www.dir.ca.gov/dlsr/CPI/EntireCCPI.PDF

Method A - Previous Fiscal Year's Contribution * (1 + CPI Adjustment Factor)

| | FY 21-22 | FY 22-23 | <i>Increase over last year's contribution</i> | <i>Decrease from last year's contribution</i> |
|---------------|---------------------|---------------------|---|---|
| Nevada | \$ 51,621.80 | \$ 54,063.51 | \$ 2,441.71 | |
| Plumas | \$ 10,457.22 | \$ 10,951.85 | \$ 494.63 | |
| Sierra | \$ 1,693.48 | \$ 1,773.58 | \$ 80.10 | |
| Totals | \$ 63,772.50 | \$ 66,788.94 | \$ 3,016.44 | \$ - |

Method B - County Population in most recent decennial census * \$0.48

| | | FY 22-23 | <i>Increase over last year's contribution</i> | <i>Decrease from last year's contribution</i> |
|-----------------------------|--|---------------------|---|---|
| Nevada (2020 pop.: 100,249) | | \$ 48,119.52 | | \$ 3,502.28 |
| Plumas (2020 pop.: 18,939) | | \$ 9,090.72 | | \$ 1,366.50 |
| Sierra (2020 pop.: 3,021) | | \$ 1,450.08 | | \$ 243.40 |
| Totals | | \$ 58,660.32 | \$ - | \$ 5,112.18 |

Method C - Previous Fiscal Year's Contribution

| | FY 21-22 | FY 22-23 | <i>Increase over last year's contribution</i> | <i>Decrease from last year's contribution</i> |
|---------------|---------------------|---------------------|---|---|
| Nevada | \$ 51,621.80 | \$ 51,621.80 | | |
| Plumas | \$ 10,457.22 | \$ 10,457.22 | | |
| Sierra | \$ 1,693.48 | \$ 1,693.48 | | |
| Totals | \$ 63,772.50 | \$ 63,772.50 | \$ - | \$ - |

Contribution remains the same as last fiscal year.

To: Northern Sierra Air Quality Management District Board of Directors
From: Gretchen Bennitt, Air Pollution Control Officer
Date: March 28, 2022

Agenda Item: VI.B

Agenda Description: Resolution # 2022-06 - the Governing Board of Directors' intent to approve a Three-Year Phased Approach with Cost of Living Adjustment (COLA) for the District staff

Issues: On February 28, 2022, the Board adopted a COLA for the following positions: Deputy Air Pollution Control Officer, Air Pollution Control Specialist I-II-III, Accounting Clerk/Administrative Assistant, and Federal Target Grant Specialist. The COLA adopted by the Board granted a 6% increase for FY 21/22.

On February 28, the Board also approved an additional Cost of Living Allowance (COLA) of 6.0% for the Air District positions of Deputy Air Pollution Control Officer, Air Pollution Control Specialist I-II-III, Accounting Clerk/Administrative Assistant, and Federal Target Grant Specialist to be effective annually for the following two years on July 1, 2022 and July 1, 2023.

Resolution # 2022-06 authorizes this action by the Board.

Requested Action:

1. If deemed appropriate, authorize the Chair to sign Resolution 2022-06.

ROLL CALL VOTE REQUESTED

Attachments:

1. Resolution # 2022-06

**NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT
RESOLUTION #2022-06**

In the matter of: The Governing Board of Directors' intent to approve a Three-Year Phased Approach with Cost of Living Adjustment (COLA) for the District staff.

Whereas, the Governing Board of Directors for the Northern Sierra Air Quality Management District (District) has the authority to set wages, salaries, and benefits for all employees of the District; and

Whereas, at a regularly scheduled Air District Board meeting on February 28, 2022, the Board of Directors approved a Cost of Living Allowance (COLA) of 6.0% for the Air District positions of Deputy Air Pollution Control Officer, Air Pollution Control Specialist I-II-III, Accounting Clerk/Administrative Assistant, and Federal Target Grant Specialist for FY 21/22; and

Whereas, additionally at the regularly scheduled Air District Board meeting on February 28, 2022, the Board of Directors approved an additional Cost of Living Allowance (COLA) of 6.0% for the Air District positions of Deputy Air Pollution Control Officer, Air Pollution Control Specialist I-II-III, Accounting Clerk/Administrative Assistant, and Federal Target Grant Specialist to be effective annually for the following two years on July 1, 2022 and July 1, 2023. The July 1, 2022 and July 1, 2023 allowances are subject to rescission and/or modification if the Board of Directors determines, before the effective date of the allowance, that there are insufficient funds to cover those increases; and

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, by the Northern Sierra Air Quality Management District Governing Board of Directors approve the above-stated Cost of Living Adjustments (COLA)'s for the positions of Deputy Air Pollution Control Officer, Air Pollution Control Specialist I-II-III, Accounting Clerk/Administrative Assistant, and Federal Target Grant Specialist.

On a motion by Supervisor _____, and seconded by Supervisor _____, the foregoing resolution was approved and adopted by the Governing Board of Directors of the Northern Sierra Air Quality Management District at a regular meeting held on March 28, 2022, by the following roll call vote:

Ayes:

Noes:

Absent:

Abstaining:

Attest: _____
Dawn Lunsford, Clerk of the Board Date

Supervisor Bullock, Chair of the Board Date

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: March 28, 2022

Agenda Item: VIII.A

Agenda Description: Closed Session Item - Pursuant to Government Code section 54957.6, a closed session of the Board of Directors will be held for the purpose of reviewing its position and instructing its designated labor negotiations representative regarding salaries, fringe benefits, and other employment-related matters regarding the following positions: Deputy Air Pollution Control Officer, Air Pollution Control Specialist I-II-III, Accounting Clerk/Administrative Assistant, and Federal Target Grant Specialist. The designated labor negotiations representative for the Northern Sierra Air Quality Management District is Executive Director, Gretchen Bennitt.

To: Northern Sierra Air Quality Management District Board of Directors

From: Gretchen Bennitt, Air Pollution Control Officer

Date: March 28, 2022

Agenda Item: VIII.B and VIII.C

Agenda Description: Closed Session Items -

- B. Pursuant to Government Code section 54957.6, a closed session of the Board of Directors will be held for the purpose of reviewing its position regarding the salary, fringe benefits, and other employment-related matters regarding the following position: Executive Director, Gretchen Bennitt.
- C. Performance Evaluation of the Air Pollution Control Officer, Gretchen Bennitt (Government Code Section 54957).