



**MOBILE SOURCE AIR POLLUTION REDUCTION REVIEW COMMITTEE**  
**THURSDAY, JUNE 18, 2020 MEETING MINUTES**  
21865 Copley Drive, Diamond, Bar, CA 91765 - Conference Room CC-8

All participants attended the meeting remotely pursuant to Executive Orders N-25-20 and N-29-20

**MEMBERS PRESENT:**

(Chair) Larry McCallon, representing San Bernardino County Transportation Authority (SBCTA)  
Ben Benoit, representing South Coast AQMD  
Jack Kitowski, representing California Air Resources Board (CARB)  
Meghan Sahli-Wells (Alt.), representing Southern California Association of Governments (SCAG)  
John Valdivia (Alt.), representing SBCTA  
Steve Veres, representing Los Angeles County Metropolitan Transportation Authority (Metro)  
Greg Winterbottom, representing Orange County Transportation Authority (OCTA)  
Mark Yamarone (Alt.), representing Metro

**MEMBERS ABSENT:**

(Vice-Chair) Brian Berkson, representing Riverside County Transportation Commission (RCTC)  
Rex Richardson, representing SCAG

**MSRC-TAC MEMBERS PRESENT:**

Laura Iannoccone, representing Los Angeles County Board of Supervisors  
Minh Le, representing Los Angeles County Board of Supervisors  
Steven Lee, representing Metro  
Rongsheng Luo, representing SCAG  
Kelly Lynn, representing SBCTA  
AJ Marquez, representing Orange County Board of Supervisors  
Scott Strelecki, representing SCAG  
Derek Winters, representing CARB

**OTHERS PRESENT:**

Debra Ashby, South Coast AQMD  
Sam Emmerson, Better World Group  
Dawn Fenton, Volvo  
Lane Garcia, South Coast AQMD  
Rick Sikes  
Jack Symington, Los Angeles CleanTech Incubator

**SOUTH COAST AQMD STAFF & CONTRACTORS**

Leah Alfaro, MSRC Contracts Assistant

Naveen Berry, Asst. Deputy Executive Officer

Ray Gorski, MSRC Technical Advisor-Contractor

Daphne Hsu, Senior Deputy District Counsel

John Kampa, Financial Analyst

Matt Miyasato, Deputy Executive Officer

Cynthia Ravenstein, MSRC Contracts Administrator

Paul Wright, Information Technology Specialist

**CALL TO ORDER**

- Call to Order

MSRC Chair Larry McCallon called the meeting to order at 2:01 p.m.

Roll call was taken at the start of the meeting. The following members and alternates were present: BENOIT, MCCALLON, VERES, SAHLI-WELLS, WINTERBOTTOM.

- Opening Comments

MSRC Chair Larry McCallon stated we have chosen the representative from the San Bernardino County Transportation Authority for the Regional Rideshare Agency. It will be Mayor John Dutrey from City of Montclair, and the alternate will be Ray Marquez from Chino Hills.

- STATUS REPORT

[MSRC Member Jack Kitowski arrived during the discussion of this item]

Cynthia Ravenstein, MSRC Contracts Administrator reported there is a brief report about the state budget that was adopted on June 15<sup>th</sup>, but essentially that was a placeholder to meet the statutory deadline. There are still going to be negotiations continuing to try to reach an agreement before July 1<sup>st</sup>. Even then, special fund programs including some related to clean transportation are expected to be addressed in what is being called the August revision. There is still a lot of uncertainty in terms what is going to be available in terms of clean transportation in the next fiscal year. That is available to look at in greater detail through the links in that report.

MSRC Member Ben Benoit stated for the record that for Agenda Items #6 and #9, he does not have any financial interest, but is required to identify that he is a Regional Council Member for Southern California Association of Governments, which is involved in these items.

MSRC Alternate Meghan Sahli-Wells stated for the record that for Agenda Items #6 and #9, she does not have any financial interest, but is required to identify that she is a Regional Council Member for Southern California Association of Governments, which is involved in these items.

MSRC Chair Larry McCallon stated for the record that for Agenda Items #6 and #9, he does not have any financial interest, but is required to identify that he is a Regional Council Member for Southern California Association of Governments, which is involved in these items.

**CONSENT CALENDAR (Items 1 through 6)**

**Informational Only – Receive and Approve Items**

**Agenda Item #1 – MSRC Contracts Administrator’s Report**

The MSRC AB 2766 Contracts Administrator’s Report for April 30 through May 27, 2020 was included in the agenda package.

ON MOTION BY MSRC MEMBER BEN BENOIT, AND SECONDED BY MSRC MEMBER GREG WINTERBOTTOM, UNDER APPROVAL OF CONSENT CALENDAR ITEMS #1 THROUGH #6, THE MSRC UNANIMOUSLY VOTED TO RECEIVE AND FILE THE CONTRACTS ADMINISTRATOR’S REPORT FOR APRIL 30 THROUGH MAY 27, 2020.

AYES: BENOIT, KITOWSKI, MCCALLON, SAHLI-WELLS, VERES, WINTERBOTTOM.

NOES: NONE.

**ACTION:** Staff will include the MSRC Contracts Administrator’s Report in the MSRC Committee Report for the August 7, 2020 South Coast AQMD Board meeting.

**Agenda Item #2 – Financial Report on AB 2766 Discretionary Fund**

A financial report on the AB 2766 Discretionary Fund for May 2020 was included in the agenda package.

ON MOTION BY MSRC MEMBER BEN BENOIT, AND SECONDED BY MSRC MEMBER GREG WINTERBOTTOM, UNDER APPROVAL OF CONSENT CALENDAR ITEMS #1 THROUGH #6, THE MSRC UNANIMOUSLY VOTED TO RECEIVE AND FILE THE FINANCIAL REPORT FOR THE PERIOD ENDING MAY 2020.

AYES: BENOIT, KITOWSKI, MCCALLON, SAHLI-WELLS, VERES, WINTERBOTTOM.

NOES: NONE.

**ACTION:** No further action is required.

**For Approval – As Recommended****Agenda Item #3 – Consider Station Location Change and Six-Month Term Extension for the City of Bellflower, Contract #ML12091 (\$100,000 – Install EV Charging Infrastructure)**

The City requests a six-month term extension due to the need to change the installation location of one of the stations. THE MSRC-TAC UNANIMOUSLY RECOMMENDS APPROVAL.

ON MOTION BY MSRC MEMBER BEN BENOIT, AND SECONDED BY MSRC MEMBER GREG WINTERBOTTOM, UNDER APPROVAL OF CONSENT CALENDAR ITEMS #1 THROUGH #6, , MSRC UNANIMOUSLY VOTED TO APPROVE THE STATION LOCATION CHANGE AND SIX-MONTH TERM EXTENSION BY CITY OF BELLFLOWER, CONTRACT #ML12091.  
AYES: BENOIT, KITOWSKI, MCCALLON, SAHLI-WELLS, VERES, WINTERBOTTOM.  
NOES: NONE.

**ACTION:** MSRC Staff will amend the above contract accordingly.

**Agenda Item #4 – Consider Six-Month Term Extension for the City of Moreno Valley, Contract #ML16041 (\$20,000 – Install EV Charging Infrastructure)**

The City requests a six-month term extension due to a longer than expected time necessary to execute the construction agreement. THE MSRC-TAC UNANIMOUSLY RECOMMENDS APPROVAL.

ON MOTION BY MSRC MEMBER BEN BENOIT, AND SECONDED BY MSRC MEMBER GREG WINTERBOTTOM, UNDER APPROVAL OF CONSENT CALENDAR ITEMS #1 THROUGH #6, MSRC UNANIMOUSLY VOTED TO APPROVE SIX-MONTH TERM EXTENSION FOR THE CITY OF MORENO VALLEY, CONTRACT #ML16041.  
AYES: BENOIT, KITOWSKI, MCCALLON, SAHLI-WELLS, VERES, WINTERBOTTOM.  
NOES: NONE.

**ACTION:** MSRC Staff will amend the above contract accordingly.

**Agenda Item #5 – Increase Number and Types of Bicycle Racks, and Eliminate Certain Bicycle Outreach Tasks and Funding for the City of Palm Springs, Contract #ML16126 (\$40,000 – Install Bicycle Racks and Implement Bicycle Outreach)**

The City indicates that they were unable to complete the full scope of outreach as specified in the contract due to the unexpected departure of staff in 2016, and a recent budget freeze makes further updates unlikely. The bike safety brochures were produced and a greater number of bike racks than

anticipated were installed, however. The City requests to eliminate the Open Streets event, bike safety demonstrations, and mobile application from the contract and reduce the value from \$40,000 to \$22,000. THE MSRC-TAC UNANIMOUSLY RECOMMENDS APPROVAL.

ON MOTION BY MSRC MEMBER BEN BENOIT, AND SECONDED BY MSRC MEMBER GREG WINTERBOTTOM, UNDER APPROVAL OF CONSENT CALENDAR ITEMS #1 THROUGH #6, MSRC UNANIMOUSLY VOTED TO APPROVE INCREASING NUMBER AND TYPES OF BICYCLE RACKS AND ELIMINATE CERTAIN BICYCLE OUTREACH TASKS AND FUNDING FOR THE CITY OF PALM SPRINGS, CONTRACT #ML16126.

AYES: BENOIT, KITOWSKI, MCCALLON, SAHLI-WELLS, VERES, WINTERBOTTOM.

NOES: NONE.

**ACTION:** MSRC Staff will amend the above contract accordingly.

**Agenda Item #6 – Consider Reallocation of Funds Between Events and Six-Month Term Extension for Southern California Association of Governments (SCAG), Contract #MS18002 (\$2,500,000 – Regional Active Transportation Partnership Program)**

Due to COVID-19 concerns, the City of Wildomar's active transportation event had to be rescheduled. This resulted in additional costs. SCAG requests to reallocate \$8,000 which was originally budgeted for the La Quinta event, but not used, for the Wildomar event to accommodate the changes. SCAG also requests a six-month contract term extension to allow time to conduct the remaining activities. EXCEPT FOR AN ABSTENTION BY ALTERNATE MEMBER STRELECKI, THE MSRC-TAC UNANIMOUSLY RECOMMENDS APPROVAL.

ON MOTION BY MSRC MEMBER BEN BENOIT, AND SECONDED BY MSRC MEMBER GREG WINTERBOTTOM, UNDER APPROVAL OF CONSENT CALENDAR ITEMS #1 THROUGH #6, MSRC UNANIMOUSLY VOTED TO APPROVE REALLOCATION OF FUNDS BETWEEN EVENTS AND SIX-MONTH TERM EXTENSION FOR SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS, CONTRACT #MS18002.

AYES: BENOIT, KITOWSKI, MCCALLON, SAHLI-WELLS, VERES, WINTERBOTTOM.

NOES: NONE.

**ACTION:** MSRC Staff will amend the above contract accordingly.

**ACTION CALENDAR (Item 7 through 9)****Agenda Item #7 – Consider FY 2020-21 Administrative Budget**

Naveen Berry, Assistant Deputy Executive Officer reported that the enabling legislation for the MSRC allows for 6.25% of the revenues for the administrative budget. We continue to maintain our expenditures well below the anticipated revenue from the AB 2766 funds. We're at about \$200,000 lower than what the fund would allow us to have. That also includes expenditures that are associated with our Technical Advisor's contract.

ON MOTION BY MSRC MEMBER BEN BENOIT, AND SECONDED BY MSRC ALTERNATE MEGHAN SAHLI-WELLS, MSRC UNANIMOUSLY VOTED TO APPROVE THE FY 2020-21 ADMINISTRATIVE BUDGET.

AYES: BENOIT, KITOWSKI, MCCALLON, SAHLI-WELLS, VERES, WINTERBOTTOM.

NOES: NONE.

**ACTION:** This item will be considered by the South Coast AQMD Board at its meeting on August 7, 2020.

**FYs 2018-21 WORK PROGRAM****Agenda Item #8 – Evaluate Performance of MSRC Website and Consider Potential Next Steps**

Cynthia Ravenstein, MSRC Contracts Administrator reported that the MSRC website currently has a contract with Geographics for hosting and maintenance. That contract will terminate in February 2021. The MSRC-TAC Administrative Subcommittee looked at the website and they do not feel that there is a need for a major redesign at this time. It was actually just completely developed from the ground up the last time around. They are recommending the development of a draft RFP for hosting and maintenance of the website. We are seeking your direction to develop an RFP and that would be brought back to you and at that time it would include a targeted funding amount.

MSRC Alternate Meghan Sahli-Wells commented a lot of times the minutes are not posted, is there a technical issue or just a timing issue, and whether that could be remedied. Penny Shaw Cedillo, MSRC Administrative Liaison replied, it is a timing issue and it will be remedied shortly.

ON MOTION BY MSRC MEMBER GREG WINTERBOTTOM, AND SECONDED BY MSRC MEMBER BEN BENOIT, MSRC UNANIMOUSLY VOTED TO APPROVE THE DEVELOPMENT OF A DRAFT RFP FOR HOSTING AND MAINTENANCE OF THE WEBSITE.

AYES: BENOIT, KITOWSKI, MCCALLON, SAHLI-WELLS, VERES, WINTERBOTTOM.

NOES: NONE.

**ACTION:** MSRC staff will develop a draft RFP in coordination with the MSRC-TAC Administrative Subcommittee and bring it forward for MSRC approval.

**Agenda Item #9 – Update on Timelines for MSRC’s Regional Goods Movement Program**

Ray Gorski, MSRC Technical Advisor, reported that the Southern California Association of Governments has offered to assist the MSRC in implementing the Last Mile component of your overall 2018-2021 Work Program. At your last MSRC meeting, you were provided a conceptual overview from the staff of SCAG relative to how they would implement the program. At that time there was discussion regarding the need to have additional detail, especially as it pertains to a more definitive scope of work. The MSRC directed that the item be remanded back to the MSRC-TAC for further consideration. That was done. However, given the amount of time we had between the MSRC and when the MSRC-TAC met, although progress was made the MSRC-TAC did not feel that it was ready to bring to the MSRC for final consideration. The MSRC-TAC recommended that the Last Mile Subcommittee reconvene to work with SCAG to add additional detail to the program and any action by the MSRC be deferred until your August meeting.

MSRC Alternate Meghan Sahli Wells commented, as the SCAG representative, I have some additional information. We know that last mile freight has been growing and COVID-19 has seen exponential growth. Obviously, we want that to be clean and sustainable going forward both in terms of SCAG’s goals and of course the MSRC. Through Connect SoCal, our agency’s Regional Transportation Plan/Sustainable Communities Strategy, SCAG has demonstrated substantial planning, knowledge, and expertise in last mile freight. This proposal and statement of work represents a tremendous opportunity for MSRC and SCAG to partner in deploying the most cutting-edge technologies to reduce emissions. We have established working partnerships with key public and private stakeholders, and we are continuing to expand resources targeting last mile freight deployment and testing opportunities. Through this partnership with MSRC, there is a great opportunity to scale our efforts more broadly and achieve long-term implementation of emissions reductions. The focus on last mile freight operations is particularly significant as internal truck trips--that is non-port-related truck trips--constitute nearly 90% of the total truck trips in the region. As the lead on this project, SCAG would establish a two-phased approach to meet the goal of cost-effective emissions reduction of criteria pollutants from last mile deliveries. The approach will focus on commercial deployment of zero and near-zero emission vehicles and supporting infrastructure, as well as leveraging these deployments to operationalize broader zero emission concepts. SCAG has developed a preliminary draft statement of work contract that has been reviewed by the MSRC-TAC at their June meeting. Based on their recommendations, SCAG will be refining the contract through the Last Mile Subcommittee. The next steps are to work with the Last Mile Subcommittee through July to refine the contract, then bring back the refined statement of work contract for consideration and recommendation in August to both the MSRC-TAC and to this Committee.

MSRC Member Jack Kitowski commented, I do appreciate the need to take additional time and that the MSRC-TAC wants to come back with details. This board should get details associated with that. There is a lot going on in this space, different incentive programs, kind of hitting at the same time. Next week the Advanced Clean Truck Rule will go to the California Air Resources Board for

adoption. We also have technology that is evolving and price changes. All of this is happening while we have this program being developed. It is challenging and I appreciate SCAG putting time and effort and look forward to seeing the details that we can really dive into.

ACTION: No further action is required.

### **Agenda Item #10 – Other Business**

MSRC Member Steve Veres reported that our Committee received an inquiry over the past week from the Los Angeles CleanTech Incubator (LACI) on a proposed pilot project for charging infrastructure for heavy-duty trucks and fleets at multiple strategic locations along the 710 Corridor connecting out to the Inland Empire. We were challenged with the timing of our meeting scheduling and our posting requirements. It is a significant project that I would like to see if the Chair can work with staff to initiate discussions. In mid-July CARB and the California Energy Commission (CEC) are set to issue solicitations for substantial truck pilot infrastructure build-outs and for projects that are regional, that are public/private in nature and that put the best foot forward for our region. This Committee should engage with a proposal like this to try to make sure that our region is as competitive as possible for these upcoming solicitations. We typically are lighter in our summer program, but I did not want to pass this by and not give ourselves and our region the opportunity to be able to compete strongly at CARB and CEC, and to work with a proposal that has potential for immediate air pollution benefits for the region. I would like to see if we can work something out and facilitate a process that would be able to make sure we compete well and to consider when feasible and possible the proposal from LACI. MSRC Chair Larry McCallon commented, I will direct staff to convene with the MSRC-TAC to work with LACI to more fully develop this concept and then convene the stakeholder technical working group to also assist in more fully developing the proposal. Based on progress and how things are going, if it is deemed appropriate by the MSRC-TAC, we could schedule a special meeting in July. If it is not developed far enough along in July, we will certainly consider it at the August meeting. MSRC Members Meghan Sahli-Wells and Ben Benoit commented, they would like to lend their support.

MSRC-TAC Member Minh Le commented, I would like to lend my support for developing the LACI concept and would love to see how the SCAG project can dovetail and work cohesively with the LACI proposal. It would be great if this infrastructure could work with that Last Mile infrastructure at the same time. That would be a win. Ms. Sahli-Wells commented from my understanding, SCAG and LACI are in those conversations and are working together.

### **PUBLIC COMMENT PERIOD**

Public comments were allowed during the discussion of each agenda item. No comments were made on non-agenda items.

**ADJOURNMENT**

There being no further business, the MSRC meeting adjourned at 2:36 p.m.

**NEXT MEETING**

Thursday, August 20, 2020, at 2:00 p.m.

[Prepared by Penny Shaw Cedillo]