South Coast
Air Quality Management District

21865 Copley Drive, Diamond Bar, CA 91765-4182
(909) 396-2000 • http://www.aqmd.gov

MEETING OF THE
PERMIT STREAMLINING TASK FORCE SUBCOMMITTEE
June 15, 2023 ♦ 10:30 a.m.

A meeting of the South Coast Air Quality Management District
Permit Streamlining Task Force Subcommittee will be held at 10:30 a.m. on Thursday, June 15,
2023, through a hybrid format of in-person attendance in Conference Room CC8 at
the South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California,
and remote attendance via videoconferencing and by telephone.

An audio/video teleconference location will also be added at the following address(es):
4628 18th Street, San Francisco, CA, 94114.

Please follow the instructions below to join the webinar remotely.

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION AT THE BOTTOM OF AGENDA

Join Zoom Webinar Meeting - from PC or Laptop
https://scaqmd.zoom.us/j/96679248547

Zoom Webinar ID: **966 7924 8547** (applies to all)
Teleconference Dial In +1 669 900 6833
One tap mobile +16699006833,96679248547#

Audience will be allowed to provide public comment in person
or through Zoom connection or telephone.

PUBLIC COMMENT WILL STILL BE TAKEN

AGENDA

Members of the public may address this body concerning any agenda item before or during
consideration of that item (Gov't. Code Section 54954.3(a)). If you wish to speak, raise your hand on
Zoom or press Star 9 if participating by telephone. All agendas for regular meetings are posted at
South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, at least 72 hours in
advance of the regular meeting. Speakers may be limited to three (3) minutes each.

INFORMATIONAL ITEMS

1. **Call to Order/Opening Remarks**

   Jason Aspell
   Deputy Executive Officer/Engineering and Permitting (E&P)

2. **Application Inventory Update**
   Staff will present the current pending applications inventory, staffing efforts, permit dashboard data, and prospective goal towards maintaining a sustainable level.

   Jason Aspell

3. **Strategic Initiatives**
   Staff will present recent and upcoming E&P policies, guidance documents, and strategic initiatives to streamline workflows. Staff will also request input from the Committee members on the upcoming Permitting Enhancement Program.

   Jillian Wong
   Assistant Deputy Executive Officer/E&P

4. **Online Filing Update**
   Staff will present an update on the ongoing efforts to further online permit and permit registration filing capabilities.

   David Ono
   Senior Engineering Manager/E&P

5. **Source Test Tracking Portal**
   Staff will introduce the new system designed to streamline the source test protocol and report submittal and routing process.

   Saad Karam
   Systems & Programming Supervisor/Information Management (IM)

6. **Other Business and Public Comment Period**
   Any member of the Committee, or its staff, on his or her own initiative or in response to questions posed by the public, may ask a question for clarification, may make a brief announcement or report on his or her own activities, provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter, or may take action to direct staff to place a matter of business on a future agenda. (Gov't. Code Section 54954.2)
   At the end of the regular meeting agenda, an opportunity is also provided for the public to speak on any subject within the Committee's authority that is not on the agenda. Speakers may be limited to three (3) minutes each.

Americans with Disabilities Act and Language Accessibility
Disability and language-related accommodations can be requested to allow participation in the Permit Streamlining Task Force Subcommittee meeting. The agenda will be made available, upon request, in appropriate alternative formats to assist persons with a disability (Gov't Code Section 54954.2(a)). In addition, other documents may be requested in alternative formats and languages. Any disability or language related accommodation must be requested as soon as practicable. Requests will be accommodated unless providing the accommodation would result in a fundamental alteration or undue burden to the South Coast AQMD. Please contact Roula El Hajal at (909) 396-2763 from 7:00 a.m. to 5:30 p.m., Tuesday through Friday, or send the request to relhajal@aqmd.gov.

Document Availability
All documents (i) constituting non-exempt public records, (ii) relating to an item on an agenda for a regular meeting, and (iii) having been distributed to at least a majority of the subcommittee after the agenda is posted, are available by contacting Roula El Hajal at (909) 396-2763, or send the request to relhajal@aqmd.gov.

<p align="center">**INSTRUCTIONS FOR ELECTRONIC PARTICIPATION**</p>

<u>Instructions for Participating in a Virtual Meeting as an Attendee</u>
As an attendee, you will have the opportunity to virtually raise your hand and provide public comment.

Before joining the call, please silence your other communication devices such as your cell or desk phone. This will prevent any feedback or interruptions during the meeting.

Please note: During the meeting, all participants will be placed on Mute by the host. You will not be able to mute or unmute your lines manually.

After each agenda item, the meeting chair will announce public comment.

A countdown timer will be displayed on the screen for each public comment.

If interpretation is needed, more time will be allotted.

Once you raise your hand to provide public comment, your name will be added to the speaker list. Your name will be called when it is your turn to comment. The host will then unmute your line.

Directions for Video ZOOM on a DESKTOP/LAPTOP:
- If you would like to make a public comment, please click on the **"Raise Hand"** button on the bottom of the screen.

- This will signal to the host that you would like to provide a public comment and you will be added to the list.

Directions for Video Zoom on a SMARTPHONE:
- If you would like to make a public comment, please click on the **"Raise Hand"** button on the bottom of your screen.
- This will signal to the host that you would like to provide a public comment and you will be added to the list.

Directions for TELEPHONE line only:
- If you would like to make public comment, please **dial *9** on your keypad to signal that you would like to comment.