



**AB 617 Community Air Protection Program  
Calexico-Heber-El Centro  
Steering Committee Meeting Agenda**



**Comite Civico  
Del Valle, Inc.**

**Virtual Meeting via Zoom**

**(Being Held in ICAPCD Office at 150 S 9<sup>th</sup> St, El Centro CA 92243)**

**MEETING AGENDA**

**Wednesday, August 9, 2023**

**5:30 p.m. – 7:30 p.m.**

**Facilitator: Harder+Co.**

**Chair of Meeting: Luis Olmedo (Alternate: Christian Torres)**

*Members of the public may connect to this meeting on Zoom from a PC, Mac, iPad, iPhone, or Android device by clicking the following link to join:*

[bit.ly/617CSC](https://bit.ly/617CSC)

**WEBINAR ID: 991-9909-3212**

**Passcode: 490172**

*To join by telephone, please dial: 1-669-900-6833 and enter the Webinar ID: 991-9909-3212 and Passcode: 490172. For more information, please visit [www.icab617community.org](http://www.icab617community.org).*

**WELCOME**

- 1. ROLL CALL/OPENING REMARKS BY CSC MEMBERS** **Co-Chairs**
  
- 2. PUBLIC COMMENT PERIOD** **Harder+Co.**  
 Members of the public may submit comments via Facebook livestream, email, or using the raise hand Zoom feature (for those calling from the Zoom app you can select the raise hand feature, and for those calling by telephone can dial \*9). Comments are to be limited to no more than 2 minutes per person.
  
- 3. APPROVAL OF MINUTES** **Co-Chairs**  
 Review and approval of Minutes of June 14, 2023 CSC Meeting.  
 (Attachment: [June 14, 2023 Minutes](#))
  
- 4. PRESENTATIONS:**
  - A. Heber Townsite Improvements Project Update** **ICDPW**  
 Imperial County Department of Public Works will provide an update on the paving project previously approved by the CSC members.  
 (Attachment: [Heber Townsite Improvements](#))
  
- 5. DISCUSSION/INFORMATION ITEMS**
  - A. CERP Strategies Update** **ICAPCD**
    - 1. Imperial County Air Pollution Control District (ICAPCD) will provide an update on signage to reduce idling.  
 (Attachment: [Signage to Reduce Idling](#))



**AB 617 Community Air Protection Program  
 Calexico-Heber-El Centro  
 Steering Committee Meeting Agenda**



**Comite Civico  
 Del Valle, Inc.**

**Virtual Meeting via Zoom**

**(Being Held in ICAPCD Office at 150 S 9<sup>th</sup> St, El Centro CA 92243)**

- 2. Imperial County Air Pollution Control District (ICAPCD) will provide an update on Air District Policies 18 and 19.  
 (Attachment: [ICAPCD P18](#), [ICAPCD P19](#))

**B. Imperial County AB 617 Open Discussion**

**ICAPCD**

Time allocated for open discussion in regards to the AB 617 Calexico-Heber-El Centro Community in Imperial County.

**6. AGENCY UPDATES**

**ICAPCD & CCV**

**7. AGENDA TOPICS FOR NEXT MEETING**

**Co-Chairs**

Discuss agenda topics for the next CSC meeting on September 13, 2023.

**8. CLOSING REMARKS/ADJOURNMENT**

**Co-Chairs**



## AB 617 Programa de Protección del Aire Comunitario

Calexico-Heber-El Centro

Agenda de la reunión del comité directivo

### Reunión en línea vía Zoom

(Se llevará a cabo en la oficina de ICAPCD en 150 S 9th St, El Centro CA 92243)



Comite Civico  
Del Valle, Inc.

### AGENDA DE LA REUNIÓN

Miercoles, 9 de Agosto de 2023

5:30 p.m. – 7:30 p.m.

Facilitador: Harder+Co.

Presidente de la reunión: Luis Olmedo (Suplente: Christian Torres)

Los miembros del público pueden conectarse a esta reunión en Zoom desde una PC, Mac, iPad, iPhone o dispositivo Android haciendo clic en el siguiente enlace para unirse:

[bit.ly/617CSC](https://bit.ly/617CSC)

ID de la reunión: 991-9909-3212

Código de acceso: 490172

Para unirse por teléfono, marque: 1-669-900-6833 e ingrese ID de la reunión: 991-9909-3212 y el código de acceso: 490172. Para obtener más información, visite [www.icab617community.org](http://www.icab617community.org).

### BIENVENIDOS

1. **PASE DE LISTA/PALABRAS DE APERTURA DE LOS MIEBROS DEL CSC** **Copresidentes**
2. **PERÍODO DE COMENTARIOS PÚBLICOS** **Harder+Co**

Los miembros del público pueden enviar comentarios a través de transmisión en vivo de Facebook, correo electrónico o usando la función Zoom de levantar la mano (para aquellos que llamen desde la aplicación Zoom, pueden seleccionar la función de levantar la mano, y para aquellos que llamen por teléfono, pueden marcar \* 9). Los comentarios deben limitarse a no más de 2 minutos por persona.
3. **APROBACIÓN DE LAS MINUTAS** **Copresidentes**

Revisión y aprobación del Acta de la reunión del CSC del 14 de junio de 2023.  
(Adjunto: [Acta del 14 de junio de 2023](#))
4. **PRESENTACIONES:**
  - A. **Actualización del Proyecto de Mejoras de Heber** **ICDPW**

El Departamento de Obras Públicas del Condado de Imperial proporcionará una actualización sobre el proyecto de pavimentación aprobado previamente por los miembros del CSC. (Adjunto: [Mejoras al sitio de Heber](#))
5. **PUNTOS DE DISCUSIÓN/INFORMACIÓN:**
  - A. **Actualización de las estrategias del CERP** **ICAPCD**
    1. El Distrito de Control de la Contaminación del Aire del Condado de Imperial (ICAPCD) proporcionará una actualización sobre la señalización para reducir los motores en marcha.  
(Adjunto: [Señalación para Reducir el Motor en Marcha](#))



## AB 617 Programa de Protección del Aire Comunitario

Calexico-Heber-El Centro

Agenda de la reunión del comité directivo



Comite Civico  
Del Valle, Inc.

### Reunión en línea vía Zoom

(Se llevará a cabo en la oficina de ICAPCD en 150 S 9th St, El Centro CA 92243)

2. El Distrito de Control de la Contaminación del Aire del Condado de Imperial (ICAPCD) proporcionará una actualización de las Políticas 18 y 19 del Distrito del Aire.  
(Adjuntos: [ICAPCD P18](#), [ICAPCD P19](#))

#### B. Condado de Imperial AB 617 Discusión Abierta

ICAPCD

Tiempo asignado para discusión abierta con respecto a la comunidad AB 617 Calexico-Heber-El Centro en el condado de Imperial.

#### 6. ACTUALIZACIONES DE LAS AGENCIAS

ICAPCD & CCV

#### 7. TEMAS DE LA AGENDA PARA LA PRÓXIMA REUNIÓN

Copresidentes

Discutir y programar la próxima reunión del CSC del 13 de Septiembre de 2023.

#### 8. OBSERVACIONES DE CLAUSURA/CIERRE

Copresidentes

**3. Minutes:  
June 14, 2023  
CSC Meeting**

**Community Weather Protection Program Under the Auspices of Bill AB 617**  
**Minutes of the Steering Committee Meeting**  
**Heber, California**  
**June 14<sup>th</sup>, 2023**

**Meeting Chairperson: Belen Leon (Alternate: Israel Hernandez)**

**Facilitator: Madeline Rayon of Harder & Company**

**I. Assistance:**

Primaries: **Belen Leon**, Air Pollution Control District; **Mary D. Salazar**, Community Corridor; **Virginia Mendoza**, Community Corridor; **Michael Moore**, Community Corridor; **Paolo Alvarado**, Community Corridor; **Jose G. Landeros**, Community Corridor; **John Hernandez**, Community Corridor; **Gilberto Manzanarez**, Community Corridor; **Daniela Flores**, Community Corridor.

Alternates: **Israel Hernandez**, Air Pollution Control District; **Christian Torres**, Comite Civico del Valle.

Other Agency Staff: **Edgar Ruiz**, Comite Civico del Valle; **Marco Perrone**, Air Pollution Control District; **Adriana Carrillo**, Air Pollution Control District; **Ismael Garcia**, Air Pollution Control District; **Cynthia Ortiz**, California Air Resources Board; **Andrea Juarez**, California Air Resources Board; **Jackie Valadez**, Community Member.

**I. Welcome and Opening Remarks by CSC Members**

**Madeline Rayon** welcomed everyone. She mentioned the instructions for the interpretation services and recording of consent guidelines to everyone in the meeting. She also shared the different ways that the public could view the meeting. She said the agenda includes a recommendation from the air district regarding meeting frequency, followed by a presentation from the San Diego and Imperial County Sustainable Freight Implementation Strategy, an informational item from ORMESA, and a CSC open discussion. She mentioned the different ways to find the agenda packet for the meeting and she added how the members and public can submit comments for the meeting.

**Belen León** welcomed everyone to the meeting.

**Madeline Rayon** did a roll call. She mentioned everyone will have to say their name before saying a comment so they can ensure accurate meeting minutes moving forward.

**Belen Leon** said **Bob Fischer** will no longer be with the committee. She thanked him for being with the committee since the beginning.

**II. Public Comments**

**Jackie Valadez** said she is a career technical education teacher at Southwest High School and an advisor at HOSA Future Health Professionals where they are focused on promoting leadership skills for students that are identifying their career as a healthcare worker. She mentioned the organization is interested in partnering with the committee in community outreach. She hoped she could brainstorm with the committee about how the high school students can serve as mentors in the community and elementary schools.

**John Hernandez** asked if he could see an updated members list on their website. He also requested to update their manuals with their new members as well.

**Daniela Flores** appreciated the comment from **Jackie Valadez** regarding leadership and outreach. She proposed adding an agenda item to talk about the type of outreach and engagement they want to see.

**Christian Torres** welcomed everyone and said it was nice to see a bigger audience.

**Mary Salazar** suggested that the public could present themselves, so they know who is coming to the meetings.

### III. Approval of Minutes

**John Hernandez** made a motion to approve the April 12th meeting minutes.

**Mary Salazar** seconded the motion.

The motion was voted on and passed.

**Michael Moore** made a motion to approve the May 9th meeting minutes.

**Mary Salazar** seconded the motion.

The motion was voted on and passed.

### IV. Action Items

#### Meeting Calendar Recommendation, Israel Hernandez; ICAPCD.

**Mary Salazar** suggested having the August meeting through Zoom and the September meeting in person. She said it is better to have the August meeting via Zoom because most people are on summer vacation and could be out of town.

**Israel Hernandez** mentioned there are RFPS that are out for bid. He said they are trying to get those applications ready for the August meeting. He commented it was up to the committee if they would want to include that in the Zoom meeting.

**Mary Salazar** made a motion to have the August meeting through Zoom and the September meeting in person.

**John Hernandez** seconded the motion.

**Paolo Alvarado** asked if there was a meeting scheduled for July.

**Belen Leon** said they typically go dark in July.

**Christian Torres** mentioned they will utilize July to get the north-end committee up and running.

**Paolo Alvarado** asked what the plan was regarding the Zoom and in-person meetings in Brawley.

**Christian Torres** said that has not been decided yet.

**Daniela Flores** asked what Request for Proposals have been out. She mentioned approving funds is a crucial step. She mentioned when they are not in person, they sometimes cannot have a dynamic conversation. She said there is a lot of money on the line, and this is why they need to have some discussion in person. She commented that some committee members work with AB 617 staff to provide input on how the proposed processes.

**Belen Leon** said the closing date for the bus replacement and EV charging infrastructure RFPs ends on June 15th. She said the process will be to analyze and review which projects are fundable with the CSC and then they will be brought to a vote.

**Daniela Flores** said the last time they voted on RFPs they had to decide on around twenty projects, she felt that was not an adequate time to decide on that number of projects. She said she would like to have a meaningful discussion on all the projects they receive the next time this happens. She recommended splitting the projects into the next two meetings.

**Israel Hernandez** said he agreed with **Daniela Flores'** recommendation. He mentioned there could be a subcommittee that can go over the projects and categorize them.

**Belen Leon** commented they used to have a technical subcommittee before. She mentioned they plan to do that again.

**Israel Hernandez** said they also have an RFP for paving projects. He mentioned that RFP will end on August 11th.

**John Hernandez** seconded the motion on the floor created by **Mary Salazar**.

The motion passed.

**Jose Landeros** asked if the in-person meetings will continue at the same venue.

**Belen Leon** said the plan is to continue to have them in the current Heber location, but if the committee wishes to change the location, they can have that discussion.

**Jose Landeros** said he mentioned that because the public might want to have the meeting closer to them sometimes.

**John Hernandez** commented he agrees to rotate the in-person meeting between Heber, Calexico, and El Centro.

**Belen Leon** mentioned they will consider that.

**A member from the public** mentioned they could collaborate with the committee and host the meeting at a different location.

**Belen Leon** said not all the venues have the capability to host the in-person or hybrid meeting. She thanked the public member for her proposal.

**Daniela Flores** made a motion to approve the calendar change that includes switching the in-person and hybrid meetings.

**Mary Salazar** seconded the motion.

The motion passed.

## **V. Presentations**

**San Diego and Imperial County Sustainable Freight Implementation Strategy, Mariela Rodriguez, and Tim Garret; SANDAG.**

**Daniela Flores** asked if this was one of the strategies in the CERP.

**Belen Leon** said it was not at that level. She said the CERP strategies were more towards the funding they have available. She mentioned they now know that SANDAG counts as an ICTC. She was hoping it would help them in the future regarding funding.

**Daniela Flores** asked if they had estimates for their carbon emission reduction and how it correlates with their strategy.

**Virginia Mendoza** said the primary reason for presenting this item was the high impact of goods transportation on the corridor. She mentioned they were seeking input from the committee and not necessarily financial support. She commented this was a direct response to state mandates. She mentioned strategies like these are what make successful implementations and changes, so they have a better perspective on what they are being impacted by. She said this includes truck routes that need improvements and appointment systems in the Calexico East Port of Entry. She mentioned they see an opportunity with the bridge widening project in the East Port of Entry. She suggested the trucks that use the Calexico East Port of Entry for short hauls could benefit from an appointment system. She said the committee could provide more value to their efforts.

**John Hernandez** said CARB, the agriculture industry, and the EPA's Inflation Reduction Act are the three major players that must be involved. He commented they are also on the cusp of lithium development in Imperial County. He said trucks going through and parking in communities has gotten out of hand and is impacting communities disproportionately. He commented there are a lot of goods and services moving through the communities and that should also be investigated to see if they are getting their fair share.

**Paolo Alvarado** asked **Mariela Rodriguez** and **Tim Garret** how the committee could help support their cause.



**Mariela Rodriguez** said they are developing a comprehensive strategy for both counties and is a tool for the region to take the recommendations and projects forward to pursue as the communities see fit.

**Virginia Mendoza** commented the survey was mentioned when they were in a hybrid format. She mentioned she will forward any information they have. She said the Imperial County Transportation Commission was updating its transportation plan to include goods movement and asked for input regarding that plan.

**Daniela Flores** mentioned there should be a benefit to their community that come with these new projects.

**John Hernandez** asked if there was community engagement and outreach effort with the surveys they mentioned in the presentation.

**Virginia Mendoza** said that survey closed but it was distributed to the mailing group. She mentioned it was virtual, but they also include hard copies. She commented it was open for 5 weeks. She asked **Mariela Rodriguez** if there would be future opportunities to provide input to the plan.

**Mariela Rodriguez** said the public outreach period closed a few weeks ago. She mentioned they were happy to receive any feedback the public wanted to email them.

**Gilberto Manzanares** asked if they could share the data from the surveys. He said he thinks the survey was very centralized. He mentioned he was not aware of the surveys and asked what outreach was done for them.

**Mariela Rodriguez** said she does not have the exact breakdown between the two counties but mentioned the total was around 150 responses.

**Virginia Mendoza** commented they distributed the surveys to the Imperial-Mexicali Binational Alliance Group, APCD, Comite Civico, and more. She said one of the possible explanations for the lack of outreach was the subject was not tangible to the community. She welcomed any additional input.

**Gilberto Manzanares** corrected his past comment and said he did participate in the survey.

**Daniela Flores** mentioned she did see the survey. She thanked them for their efforts and apologized for not participating in the survey.

**Monica Soucier** commented that one of the issues they have when doing emissions reduction calculations is they do not have the counters on the freeways. She asked if the program could have a request in it to CalTrans to add those counters. She said she knows they were targeting idling but asked if it was a possibility.

**Belen Leon** said **Monica Soucier** is the planning division manager. She mentioned that information is very important to the APCD. She mentioned it was a good thing to see if they could include those types of analyses in the future.

**Tim Garret** mentioned they will mention those issues with CalTrans.

**Belen Leon** thanked everyone's questions and comments. She said they must be more diligent in distributing the surveys, so the public does not think it a spam mail and mentioned how they need to have presentations before sending out the surveys.

## **VI. Discussion / Information Items**

### **ORMESA I Initial Study, Monica Soucier & Ismael Garcia; ICAPCD**

**John Hernandez** asked if the project was within the AB 617 corridor.

**Belen Leon** said it was not.

**John Hernandez** said the process requires a public hearing, going before the county for review, and submission of a docket to the Imperial County Planning Commission. He mentioned the project was out of the scope of the AB 617 committee.

**Belen Leon** commented it was part of the scope because they are a part of Imperial Valley. She mentioned they need the public's input on these types of projects if they are going to trigger higher emissions in Imperial Valley. She said it is essential to bring these projects for public comment.

**Monica Soucier** said it was a federal project where the Planning Commission and the Board of Supervisors do not have supervision. She mentioned the Board of Directors for the APCD is the supervisor and that is why the APCD is the lead on the project. She said she believes renewable energy is good when done right.

**Daniela Flores** mentioned she wanted more information regarding the environmental impacts. She asked for this information so she could be able to submit a comment on the project.

**Monica Soucier** said they are putting those together and named some of the categories included in the study. She hoped they had something ready for the August meeting. She mentioned they could provide them with prior studies.

**Daniela Flores** commented the prior studies would be useful. She asked if they could still provide input in the August meeting.

**Paolo Alvarado** commented the project would upgrade a lot of equipment with innovative technologies and how that would make the project worthwhile.

**Christian Torres** asked if there was a baseline and future emissions that they are targeting.

**Monica Soucier** mentioned CEQA only looks at what they are proposing to do and if it affects any of the categories negatively.

**Christian Torres** asked if CEQA also looked at long-term effects.

**Monica Soucier** said they are not going to look at the whole facility.

#### **Imperial County AB 617 Open Discussion**

**Mary Salazar** said everyone has done an excellent job and how pleased she is to be a part of the team. She wished they could have a bigger audience and more participation. She commented they need to do more to get the community to get involved.

**John Hernandez** said he is all for focusing on geothermal production and development and seeing how that will impact the air quality in the basin. He said his purpose for being on the committee was community monitoring and emissions reduction. He mentioned different issues that are not being taken care of around the corridor, including the technical committee they have been talking about for the past 5 years. He commented he is there for future generations. He mentioned they need to get the public involved more and thanked the committee for having an opportunity to provide his input.

**Paolo Alvarado** said approaching the youth is an excellent way of engaging with the community because environmental issues are important to them. He asked how RFPs come to the committee and mentioned understanding the process of what is being brought to the committee could be helpful.

**Michael Moore** asked if they could get more information on what communication will be coming up since they are planning to go dark in July. He asked **Belen Leon** if she could share any detailed information she anticipated.

**Belen Leon** said it was a great idea to bring back the projects they had before. She mentioned Public Works was going to be in the August meeting to discuss the project and said that would open discussion on what RFP means and why they need to do them. She commented they could send information regarding the finalized and current projects. She said they will be surveying projects done in other districts.

**Israel Hernandez** suggested creating the technical committee after they receive the RFP applications in August and sending them out to the committee members.

## **VII. Agency Updates**

**Cynthia Ortiz** said she was the new OCAP liaison for the Imperial Valley, Calexico, Heber, and El Centro areas. She said they posted the AB 617 blueprint which is revisited every 5 years and ask the public to add their comments to it. She mentioned the public comment period closes on July 31st. She commented they will have three workshops where they can discuss the blueprint and the dates were July 7th, July 11th, and July 18th. She mentioned the first two will be in English with translation services available and the third one would be in Spanish. She mentioned the Community Air Protection Incentives Guidelines are being revised. She said the changes will be taking all the approved community-identified projects throughout the state and turning them into chapters. She added that they are developing a cap Incentives 101 tool that is intended to guide the community on everything regarding cap incentives.

**Vick Hanks** introduced herself and said she will be the Carl Moyer liaison moving forward. She commented they are updating the Carl Moyer guidelines and are asking for feedback on the offroad chapter. She mentioned she will update the committee when she has more information.

**Belen Leon** said they have in-house grant programs. She mentioned the lawn equipment exchange program they do annually. She said the program will go local and change.

**Israel Hernandez** commented he is excited about the cap guidelines because that opens the possibility of investing in other projects identified in other communities. He added that they are having the kickoff meeting for the north end in Brawley on July 26th. He said they have an urban greening RFP for Salton Sea communities that will end at the end of July.

## **VIII. Topics on the Agenda and Date for the Next Meeting.**

**Belen Leon** reminded everyone that July is a dark month, and that Public Works will be attending the August meeting to discuss the 4.1-million-dollar project they have in Heber.

**Christian Torres** said UC Davis has an analysis coming regarding PM 2.5 along the border region.

**John Hernandez** made a motion to have July as a dark month.

**Daniela Flores** seconded the motion.

The motion passed.

## **IX. Final Observations / Closing**

**Belen Leon** thanked everyone in attendance and reminded the committee that the next meeting will be over Zoom.

**Christian Torres** thanked everyone for attending the meeting.

**Meeting adjourned.**

**Programa Comunitario de Protección Atmosférica Bajo el Auspicio del Proyecto de Ley AB 617**  
**Minuta de la Reunión del Comité Directivo**  
**Heber, California**  
**14 de junio del 2023**

**Presidente de la Reunión: Belén León (Suplente: Israel Hernández)**

**Facilitadora: Madeline Rayón de Harder & Company**

**I. Asistencia:**

Primarias: **Belén León**, Distrito de Control de la Contaminación del Aire; **Mary D. Salazar**, Corredor Comunitario; **Virginia Mendoza**, Corredor Comunitario; **Michael Moore**, Corredor Comunitario; **Paolo Alvarado**, Corredor Comunitario; **Jose G. Landeros**, Corredor Comunitario; **John Hernández**, Corredor Comunitario; **Gilberto Manzanarez**, Corredor Comunitario; **Daniela Flores**, Corredor Comunitario.

Suplentes: **Israel Hernandez**, Distrito de Control de la Contaminación del Aire; **Christian Torres**, Comité Cívico del Valle.

Otro personal de la agencia: **Édgar Ruiz**, Comité Cívico del Valle; **Marco Perrone**, Distrito de Control de la Contaminación del Aire; **Adriana Carrillo**, Distrito de Control de la Contaminación del Aire; **Monica Soucier**, Distrito de Control de la Contaminación del Aire; **Ismael Garcia**, Distrito de Control de la Contaminación del Aire; **Cynthia Ortiz**, Junta de Recursos del Aire de California; **Vicky Hanks**, Junta de Recursos del Aire de California; **Jackie Valadez**, Miembro de la Comunidad.

**I. Bienvenida y Discurso de Apertura de los Miembros del CSC**

**Madeline Rayón** dio la bienvenida a todos. Mencionó las instrucciones para los servicios de interpretación y el registro de las pautas de consentimiento a todos en la reunión. También compartió las diferentes formas en que el público podría ver la reunión. Dijo que la agenda incluye una recomendación del distrito de aire con respecto a la frecuencia de las reuniones, seguida de una presentación de la Estrategia de Implementación de Carga Sostenible del Condado de Imperial y San Diego, un elemento informativo de ORMESA, y una discusión abierta para el CSC. Mencionó las diferentes formas de encontrar el paquete de agenda para la reunión y agregó cómo los miembros y el público pueden enviar comentarios para la reunión.

**Belen León** dio la bienvenida a todos a la reunión.

**Madeline Rayón** pasó lista. Mencionó que todos tendrán que decir su nombre antes de hacer un comentario para que puedan garantizar minutas precisas para las reuniones a futuro.

**Belén León** dijo que **Bob Fisher** ya no estará en el comité. Le agradeció por estar con el comité desde el principio.

**II. Comentarios Públicos**

**Jackie Valadez** dijo que es maestra de educación técnica profesional en Southwest High School y asesora en HOSA Future Health Professionals, donde se enfocan en promover habilidades de liderazgo para estudiantes que están identificando su carrera como trabajadores de la salud. Mencionó que la organización está interesada en asociarse con el comité para hacer trabajos de alcance comunitario. Esperaba poder intercambiar ideas con el comité sobre cómo los estudiantes de secundaria pueden servir como mentores en la comunidad y las escuelas primarias.

**John Hernandez** preguntó si podía ver una lista de miembros actualizada en su sitio web. También solicitó actualizar sus manuales con sus nuevos miembros también.

**Daniela Flores** apreció el comentario de **Jackie Valadez** en cuanto a liderazgo y alcance. Propuso agregar un tema en la agenda para hablar sobre el tipo de divulgación y compromiso que quieren ver.

**Christian Torres** dio la bienvenida a todos y dijo que era bueno ver una audiencia más grande.

**Mary Salazar** sugirió que el público pudiera presentarse para saber quién viene a las reuniones.

### III. Aprobación de Actas

**John Hernandez** hizo una moción para aprobar el acta de la reunión del 12 de abril.

**Mary Salazar** secundó la moción.

La moción fue votada y aprobada.

**Michael Moore** hizo una moción para aprobar el acta de la reunión del 9 de mayo.

**Mary Salazar** secundó la moción.

La moción fue votada y aprobada.

### IV. Elementos de Acción

#### **Recomendación de Calendario de Reuniones, Israel Hernandez; ICAPD.**

**Mary Salazar** sugirió tener la reunión de agosto a través de Zoom y la reunión de septiembre en persona. Dijo que es mejor tener la reunión de agosto a través de Zoom porque la mayoría de las personas están de vacaciones de verano y podrían estar fuera de la ciudad.

**Israel Hernandez** mencionó que hay RFPs que están fuera de licitación. Dijo que están tratando de preparar esas solicitudes para la reunión de agosto. Comentó que dependía del comité si querían incluir eso en la reunión de Zoom.

**Mary Salazar** hizo una moción para tener la reunión de agosto a través de Zoom y la reunión de septiembre en persona.

**John Hernandez** secundó la moción.

**Paolo Alvarado** preguntó si había una reunión programada para julio.

**Belén León** dijo que normalmente no tienen reuniones en julio.

**Christian Torres** mencionó que utilizarán el mes de julio para poner en marcha el comité del extremo norte.

**Paolo Alvarado** preguntó cuál era el plan con respecto a Zoom y las reuniones en persona en Brawley.

**Christian Torres** dijo que aún no se ha decidido.

**Daniela Flores** preguntó qué RFPs han salido. Mencionó que aprobar los fondos es un paso importante. Comentó que cuando no están en persona, a veces no pueden tener una conversación dinámica. Dijo que hay mucho dinero en juego y que es por eso por lo que necesitan tener una discusión en persona. Comentó que algunos miembros del comité trabajan con el personal de AB 617 para proporcionar información sobre cómo se procesa la propuesta.

**Belén León** dijo que la fecha de cierre para el reemplazo de autobuses y los RFP de infraestructura de carga de vehículos eléctricos finaliza el 15 de junio. Mencionó que el proceso será analizar y revisar qué proyectos son financiables con el CSC y luego se someterán a votación.

**Daniela Flores** dijo que la última vez que votaron sobre RFPs tuvieron que decidir sobre alrededor de 20 proyectos, sintió que no era un momento adecuado para decidir en esa cantidad de proyectos. Dijo que le gustaría tener una discusión significativa sobre todos los proyectos que reciben la próxima vez que esto suceda. Recomendó dividir los proyectos en las próximas dos reuniones.

**Israel Hernandez** dijo estar de acuerdo con **Daniela Flores**. Mencionó que podría haber un subcomité que pueda revisar los proyectos y categorizarlos.

**Belén León** comentó que antes tenían un subcomité técnico. Mencionó que planean hacerlo de nuevo.

**Israel Hernandez** dijo que también tienen un RFP para proyectos de pavimentación. Mencionó que ese RFP finalizará el 11 de agosto.

**John Hernandez** secundó la moción en el piso creada por **Mary Salazar**.

La moción pasó.

**José Landeros** preguntó si las reuniones presenciales continuarán en el mismo lugar.

**Belén León** dijo que el plan es continuar teniéndolos en la ubicación actual de Heber, pero si el comité desea cambiar la ubicación, pueden tener esa discusión.

**José Landeros** dijo que mencionó eso porque el público podría querer tener la reunión más cerca de ellos a veces.

**John Hernandez** comentó que acepta rotar la reunión en persona entre Heber, Calexico y El Centro.

**Belén León** mencionó que lo considerarán.

**Un miembro del público** mencionó que podrían trabajar con el comité y organizar la reunión en un lugar diferente.

**Belén León** dijo que no todos los lugares tienen la capacidad de albergar la reunión en persona o híbrida. Agradeció al miembro del público por su propuesta.

**Daniela Flores** hizo una moción para aprobar el cambio de calendario que incluye cambiar las reuniones en persona e híbridas.

**María Salazar** secundó la moción.

La moción pasó.

## **V. Presentaciones**

**Estrategia de Implementación de Carga Sustentable de San Diego y el Condado de Imperial, Mariela Rodríguez y Tim Garret; SANDAG.**

**Daniela Flores** preguntó si esta era una de las estrategias en el CERP.

**Belén León** dijo que no estaba en ese nivel. Comentó que las estrategias de CERP estaban más orientadas a los fondos que tienen disponibles. Mencionó que ahora saben que SANDAG cuenta como un ICTC. Esperaba que les ayudase en el futuro con respecto a la financiación.

**Daniela Flores** preguntó si tenían estimaciones para su reducción de emisiones de carbono y cómo se correlaciona con su estrategia.

**Virginia Mendoza** dijo que la razón principal para presentar este artículo fue el alto impacto del transporte de mercancías en el corredor. Mencionó que buscaban aportes del comité y no necesariamente apoyo financiero. Comentó que esto fue una respuesta directa a los mandatos estatales. Mencionó que estrategias como estas son las que hacen que las implementaciones y los cambios sean exitosos para que tengan una mejor perspectiva de lo que les afecta. Dijo que esto incluye rutas de camiones que necesitan mejoras y sistemas de citas en el Puerto de Entrada Este de Calexico. Mencionó que ven una oportunidad con el proyecto de ampliación del puente en el Puerto de Entrada Este. Sugirió que los camiones que usan el Puerto de Entrada Este de Calexico para recorridos cortos podrían beneficiarse de un sistema de citas. Dijo que el comité podría proporcionar más valor a sus esfuerzos.

**John Hernandez** dijo CARB, la industria agrícola y la Ley de Reducción de la Inflación de la EPA son los tres principales actores que debe estar involucrados. Comentó que también están en la cúspide del desarrollo de litio en el condado de Imperial. Dijo que los camiones que pasan y se estacionan en las comunidades se han salido de control y están impactando a las comunidades de manera desproporcionada. Comentó que hay una gran

cantidad de bienes y servicios que se mueven a través de las comunidades y que eso también debería analizarse para ver si están recibiendo su parte justa.

**Paolo Alvarado** le preguntó a **Mariela Rodríguez** y **Tim Garret** cómo el comité podría ayudar a apoyar su causa.

**Mariela Rodríguez** dijo que están desarrollando una estrategia integral para ambos condados y, en última instancia, es una herramienta para que la región lleve adelante las recomendaciones y los proyectos que las comunidades consideren oportuno.

**Virginia Mendoza** comentó que se mencionó la encuesta cuando estaban en un formato híbrido. Mencionó que enviará cualquier información que tengan. Dijo que la Comisión de Transporte del Condado de Imperial estaba actualizando su plan de transporte para incluir el movimiento de mercancías y solicitó información sobre ese plan.

**Daniela Flores** mencionó que debería haber un beneficio para su comunidad con estos nuevos proyectos.

**John Hernandez** preguntó si había compromiso de la comunidad y esfuerzo de divulgación con las encuestas que mencionaron en la presentación.

**Virginia Mendoza** dijo que la encuesta se cerró, pero se distribuyó al grupo de correo. Mencionó que era principalmente virtual, pero también incluyó copias impresas. Comentó que estuvo abierto durante 5 semanas. Le preguntó a **Mariela Rodríguez** si habría oportunidades futuras para proporcionar información al plan.

**Mariela Rodríguez** dijo que el período de divulgación pública cerró hace unas semanas. Mencionó que estaban felices de recibir cualquier comentario que el público quisiera enviarles por correo electrónico.

**Gilberto Manzanares** preguntó si podían compartir los datos de las encuestas. Dijo que cree que la encuesta fue muy centralizada. Mencionó que no estaba al tanto de las encuestas y preguntó qué divulgación se hizo para ellas.

**Mariela Rodríguez** dijo que no tiene el desglose exacto entre los dos condados, pero mencionó que el total fue de alrededor de 150 respuestas.

**Virginia Mendoza** comentó que distribuyeron las encuestas al Grupo Alianza Binacional Imperial-Mexicali, APCD, Comité Cívico, y más. Dijo que una de las posibles explicaciones de la falta de divulgación era que el tema no era tangible para la comunidad. Dio la bienvenida a cualquier aporte adicional.

**Gilberto Manzanares** corrigió su comentario anterior y dijo que sí participó en la encuesta.

**Daniela Flores** mencionó que vio la encuesta. Ella les agradeció por sus esfuerzos y se disculpó por no participar en la encuesta.

**Monica Soucier** comentó que uno de los problemas que tienen al hacer los cálculos de reducción de emisiones es que no tienen los contadores en las autopistas. Preguntó si el programa podría tener una solicitud a CalTrans para agregar esos contadores. Dijo que sabía que estaban apuntando al ralentí, pero preguntó si era una posibilidad.

**Belén León** dijo que **Mónica Soucier** es la gerente de la división de planificación. Mencionó que la información es muy importante para la APCD. Mencionó que era bueno ver si podían incluir ese tipo de análisis en el futuro.

**Tim Garret** mencionó que abordarán esos problemas con CalTrans.

**Belén León** agradeció las preguntas y comentarios de todos. Dijo que tienen que ser más diligentes en distribuir las encuestas para que el público no piense que es un correo no deseado y también mencionó cómo necesitan tener presentaciones antes de enviar las encuestas.

## **VI. Temas Por Dialogar/ Información**

### **ORMESA I Estudio Inicial, Monica Soucier & Ismael Garcia; ICAPD**

**John Hernandez** preguntó si el proyecto estaba dentro del corredor AB 617

**Belén León** dijo que no lo era.

**John Hernandez** dijo que el proceso probablemente requiera una audiencia pública, ir ante el condado para su revisión y la presentación de un expediente a la Comisión de Planificación del Condado de Imperial. Mencionó que el proyecto estaba fuera del alcance del comité AB 617.

**Belén León** comentó que era parte del alcance porque son parte del Valle Imperial. Mencionó que necesitan la opinión del público sobre este tipo de proyectos si van a generar mayores emisiones en el Valle Imperial. Dijo que es básico traer estos proyectos para comentario público.

**Monica Soucier** dijo que era un proyecto federal donde la Comisión de Planificación y la Junta de Supervisores no tienen supervisión. Mencionó que la Junta Directiva de la APCD es la supervisora y por eso la APCD es la líder del proyecto. Dijo que cree que la energía renovable es buena cuando se hace bien.

**Daniela Flores** mencionó que quería más información sobre los impactos ambientales. Solicitó esta información para poder enviar un comentario sobre el proyecto.

**Monica Soucier** dijo que los están reuniendo y nombró algunas de las categorías incluidas en el estudio. Esperaba que tuvieran algo listo para la reunión de agosto. Mencionó que podrían proporcionarles estudios previos.

**Daniela Flores** comentó que los estudios previos serían útiles. Preguntó si todavía podían proporcionar información en la reunión de agosto.

**Paolo Alvarado** comentó que el proyecto actualizaría muchos equipos con nuevas tecnologías y cómo eso haría que el proyecto valiera la pena.

**Christian Torres** preguntó si había una línea de base y emisiones futuras a las que se están dirigiendo.

**Monica Soucier** mencionó que CEQA solo analiza lo que proponen hacer y si afecta negativamente a alguna de las categorías.

**Christian Torres** preguntó si CEQA también analizaba los efectos a largo plazo.

**Monica Soucier** dijo que no van a mirar toda la instalación.

### **Dialogo Abierto Condado de Imperial AB 617**

**Mary Salazar** dijo que todos han hecho un excelente trabajo y que está contenta de ser parte del equipo. Ella deseaba que pudieran tener una audiencia más grande y más participación. Comentó que necesitan hacer más para que la comunidad se involucre.

**John Hernandez** dijo que él está de acuerdo en enfocarse en el desarrollo geotérmico y viendo cómo eso afectará la calidad del aire en la cuenca. Dijo que su propósito de ser parte del comité es el monitoreo comunitario y la reducción de emisiones. Mencionó diferentes problemas que no se están atendiendo en el corredor, incluido el comité técnico del que han estado hablando durante los últimos 5 años. Comentó que él está ahí para las generaciones futuras. Mencionó que necesitan involucrar más al público y agradeció al comité por tener la oportunidad de brindar su opinión.

**Paolo Alvarado** dijo que acercarse a los jóvenes es una excelente manera de relacionarse con la comunidad porque los problemas ambientales son un gran problema para ellos. Preguntó cómo llegan las RFP al comité y mencionó que podría ser útil comprender el proceso de lo que se presenta al comité.



**Michael Moore** preguntó si podrían obtener más información sobre qué comunicación se presentará ya que planean no reunirse en julio. Le preguntó a **Belén León** si pudiera compartir cualquier información detallada que ella anticipa.

**Belén León** dijo que era una gran idea traer de vuelta los proyectos que tenían antes. Mencionó que Obras Públicas iba a estar en la reunión de agosto para discutir el proyecto y dijo que eso abriría la discusión sobre lo que significa RFP y por qué necesitan hacerlo. Comentó que podrían enviar información sobre los proyectos finalizados y actuales. Dijo que serán proyectos realizados en otros distritos.

**Israel Hernandez** sugirió crear el comité técnico después de recibir las solicitudes de RFP en agosto y enviarlas a los miembros del comité.

## **VII. Actualizaciones por parte de las Dependencias**

**Cynthia Ortiz** dijo que ella era la nueva enlace de OCAP para las áreas de Imperial Valley, Calexico, Heber y El Centro. Dijo que publicaron el plan AB 617 que se revisa cada 5 años y le piden al público que agregue sus comentarios. Mencionó que el período de comentarios públicos cierra el 31 de julio. Comentó que tendrán 3 talleres donde pueden discutir el plan y las fechas fueron el 7 de julio, el 11 de julio y el 18 de julio. Mencionó que los dos primeros serán en inglés con servicios de traducción disponibles y el tercero sería en español. Mencionó que se están revisando las Directrices de incentivos para la protección del aire en la comunidad. Ella dijo que los cambios tomarán todos los proyectos identificados por la comunidad aprobados en todo el estado y los convertirán en capítulos. Agregó que están desarrollando una herramienta Cap Incentives 101 que pretende guiar a la comunidad en todo lo relacionado con los incentivos tope.

**Vick Hanks** se presentó y dijo que será el enlace de Carl Moyer. Comentó que están actualizando las pautas de Carl Moyer y están pidiendo comentarios sobre el capítulo todoterreno. Mencionó que actualizará al comité cuando tenga más información.

**Belén León** dijo que tienen programas internos de subvenciones. Mencionó el programa de intercambio de equipos de jardinería que realizan anualmente. Dijo que el programa será local y cambiará.

**Israel Hernandez** comentó que está entusiasmado con las pautas del tope porque eso abre la posibilidad de invertir en otros proyectos identificados en otras comunidades. Agregó que tendrán la reunión de lanzamiento para el extremo norte en Brawley el 26 de julio. Dijo que tienen una RFP de ecologización urbana para las comunidades de Salton Sea que finalizará a fines de julio.

## **VIII. Temas de la Agenda y Fecha para la Próxima Reunión.**

**Belén León** recordó a todos que no se reunirán en Julio y que Obras Públicas asistirá a la reunión de agosto para discutir el proyecto de 4,1 millones de dólares que tienen en Heber.

**Christian Torres** dijo que UC Davis tiene un análisis sobre PM 2.5 a lo largo de la región fronteriza.

**John Hernandez** hizo una moción para no reunirse en Julio.

**Daniela Flores** secundó la moción.

La moción pasó.

## **IX. Observaciones Finales / Cierre**

**Belén León** agradeció a todos los asistentes y recordó al comité que la próxima reunión será por Zoom.

**Christian Torres** agradeció a todos por asistir a la reunión.

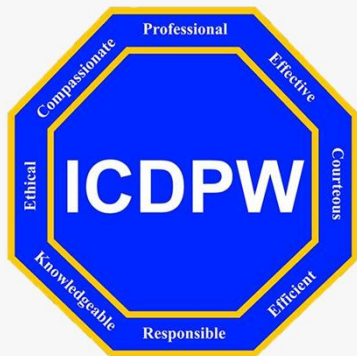
**Se levanta la sesión**

**4. Presentations:**  
**A. Heber Townsite  
Improvements Project Update  
(ICDPW)**

# Imperial County Air Pollution Control District

HEBER TOWNSITE IMPROVEMENTS  
FOR VARIOUS ROADS  
COUNTY PROJECT No. 6953CAPP

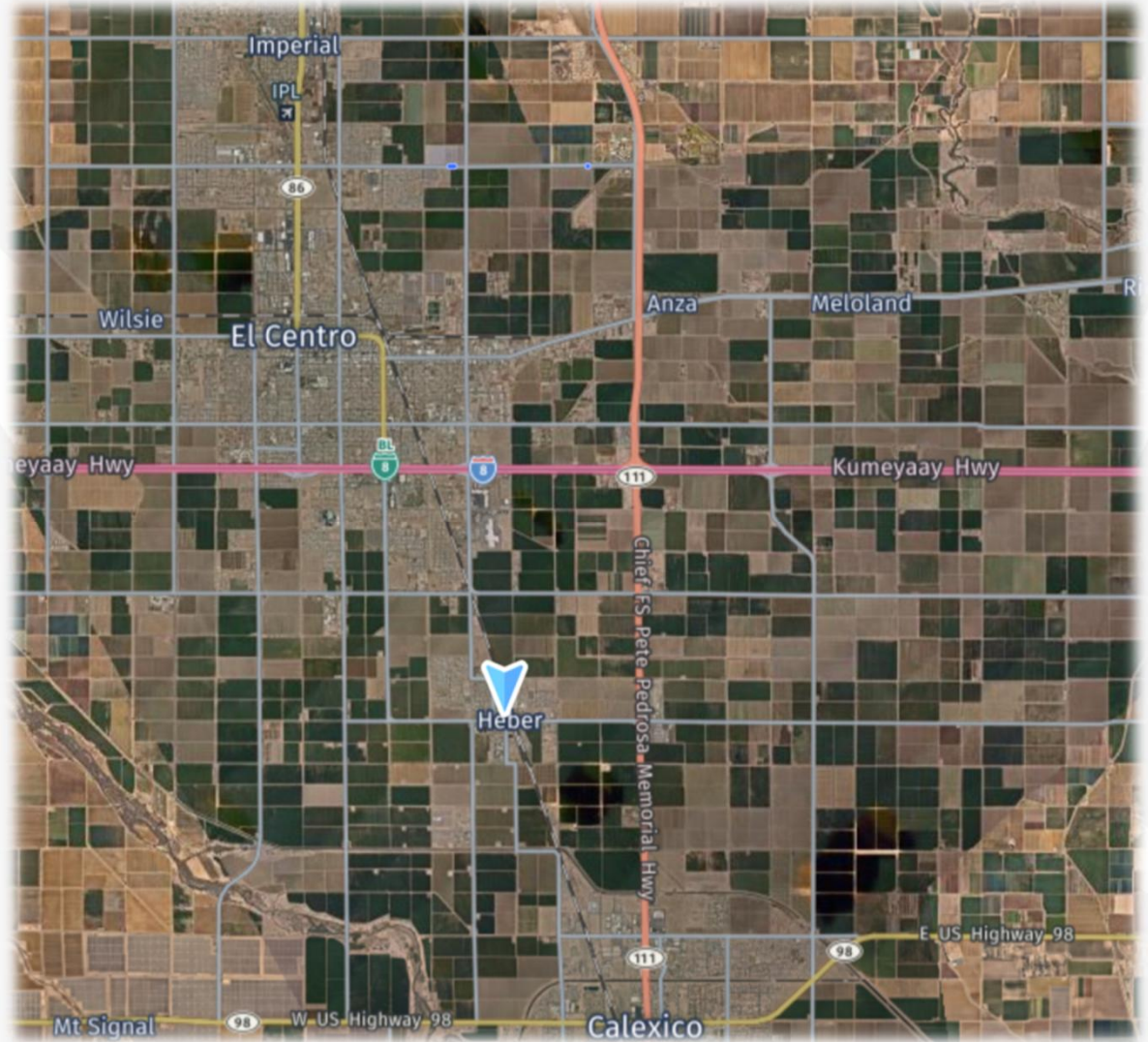
---



Kimley»»Horn

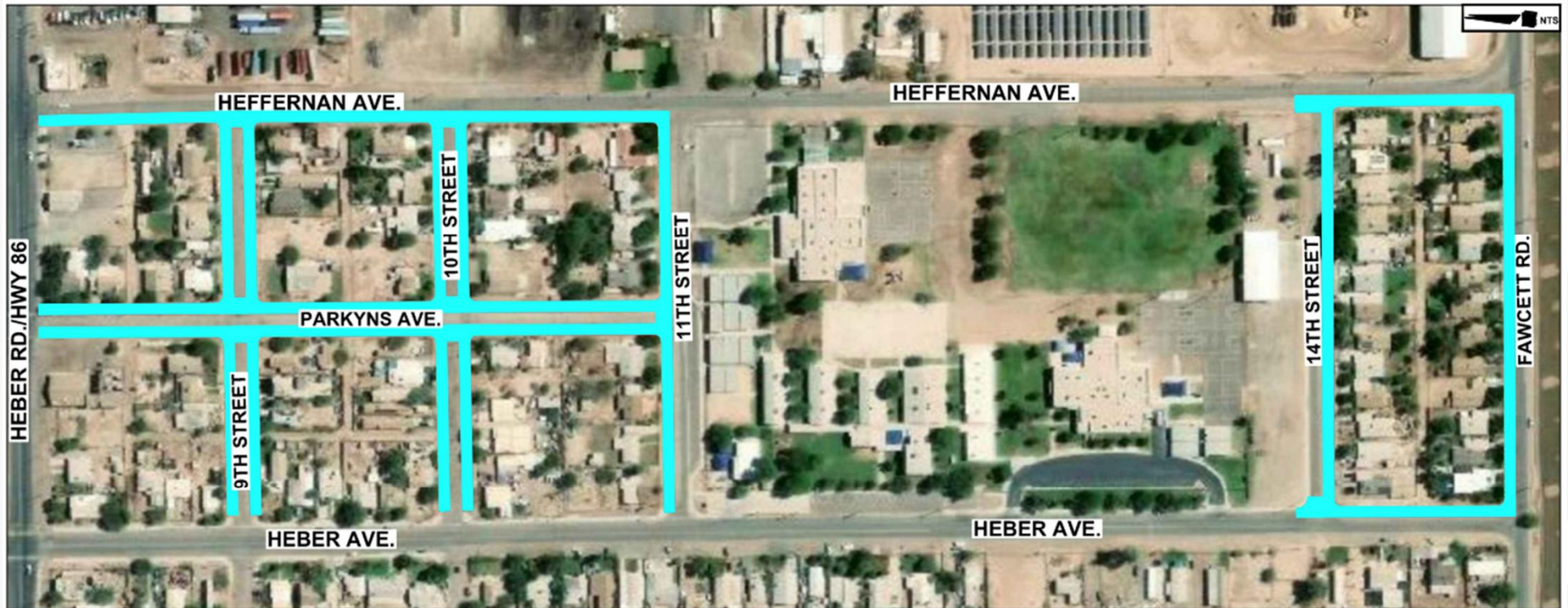
# PROJECT LOCATION

---





# HEBER TOWNSITE IMPROVEMENTS FOR VARIOUS ROADS COUNTY PROJECT No. 6953CAPP



LEGEND

PROPOSED A.C. PAVEMENT, P.C.C. SIDEWALK,  
P.C.C. CURB AND GUTTER, P.C.C. DRIVEWAYS,  
P.C.C. CROSS GUTTERS, P.C.C. ADA RAMPS, ETC.

# HEBER TOWNSITE IMPROVEMENTS FOR VARIOUS ROADS COUNTY PROJECT No. 6953CAPP

---

*Existing Conditions*

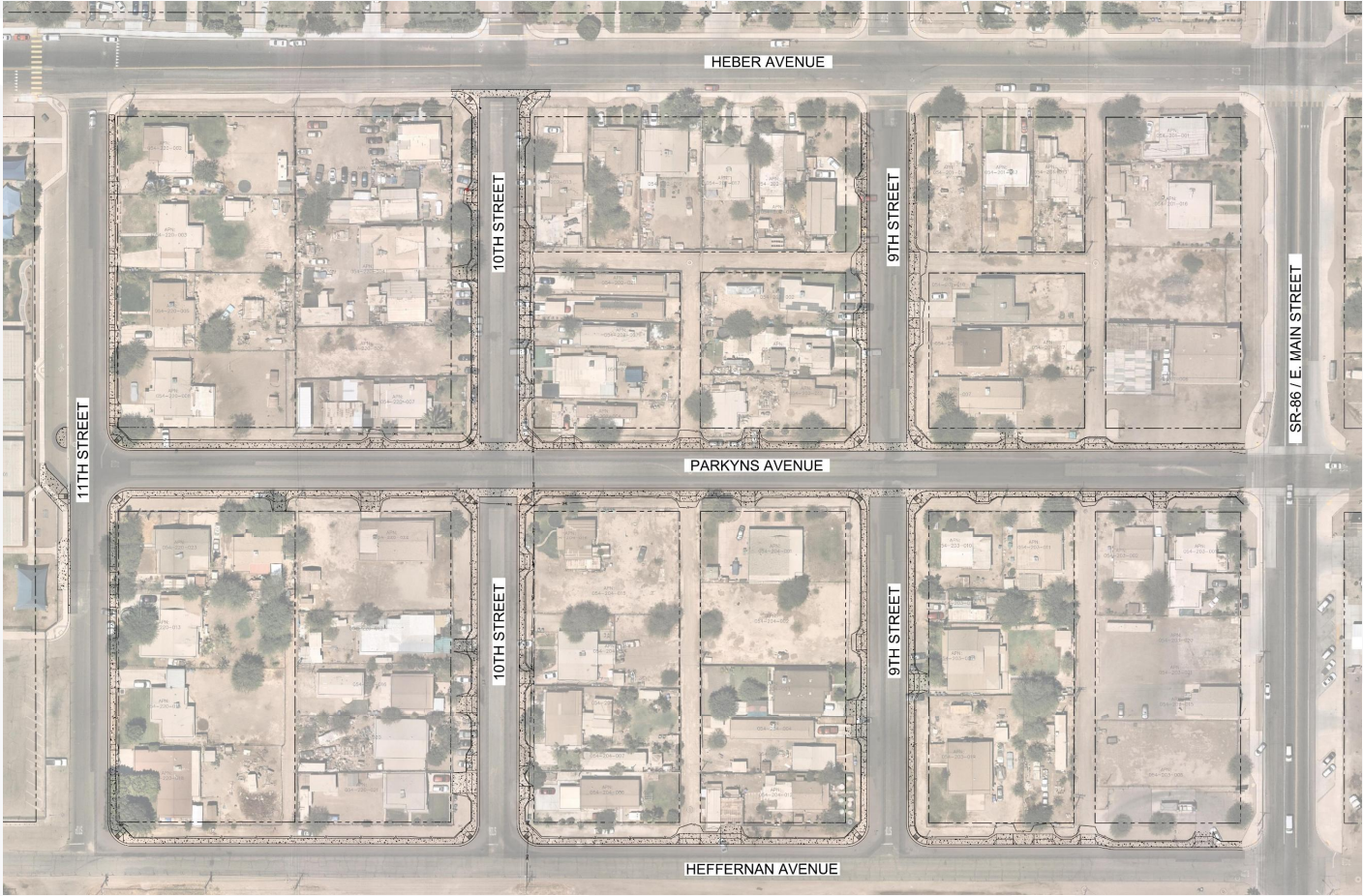


*Proposed Condition*



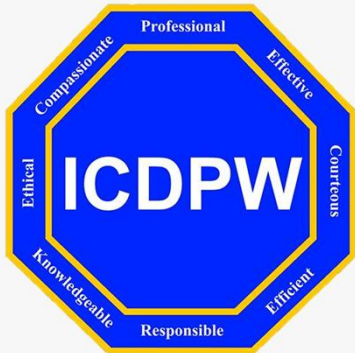


# HEBER TOWNSITE IMPROVEMENTS FOR VARIOUS ROADS COUNTY PROJECT No. 6953CAPP



THANK YOU

---



Kimley»»Horn



## **5. Discussion/Information**

### **Items:**

#### **A-1. CERP Strategies Update - Signage to Reduce Idling (ICAPCD)**

# Signage to Reduce Idling: Heber Township & Corridor Schools



Thomas Brinkerhoff, APC Division Manager

Chris Plancarte, APC Specialist



# CERP Strategy & California Law

- ▶ T-2: Signage to Reduce Idling
  - ▶ Under this strategy, ICAPCD will solicit input from local school districts, senior care facilities, and medical centers, and host a workshop on idling sign installation
  - ▶ Topics to be discussed: The health impacts of vehicle exhaust, communities with similar initiatives, proposed sign language, and estimated potential cost
- ▶ California Code & Regulation 2480/2485



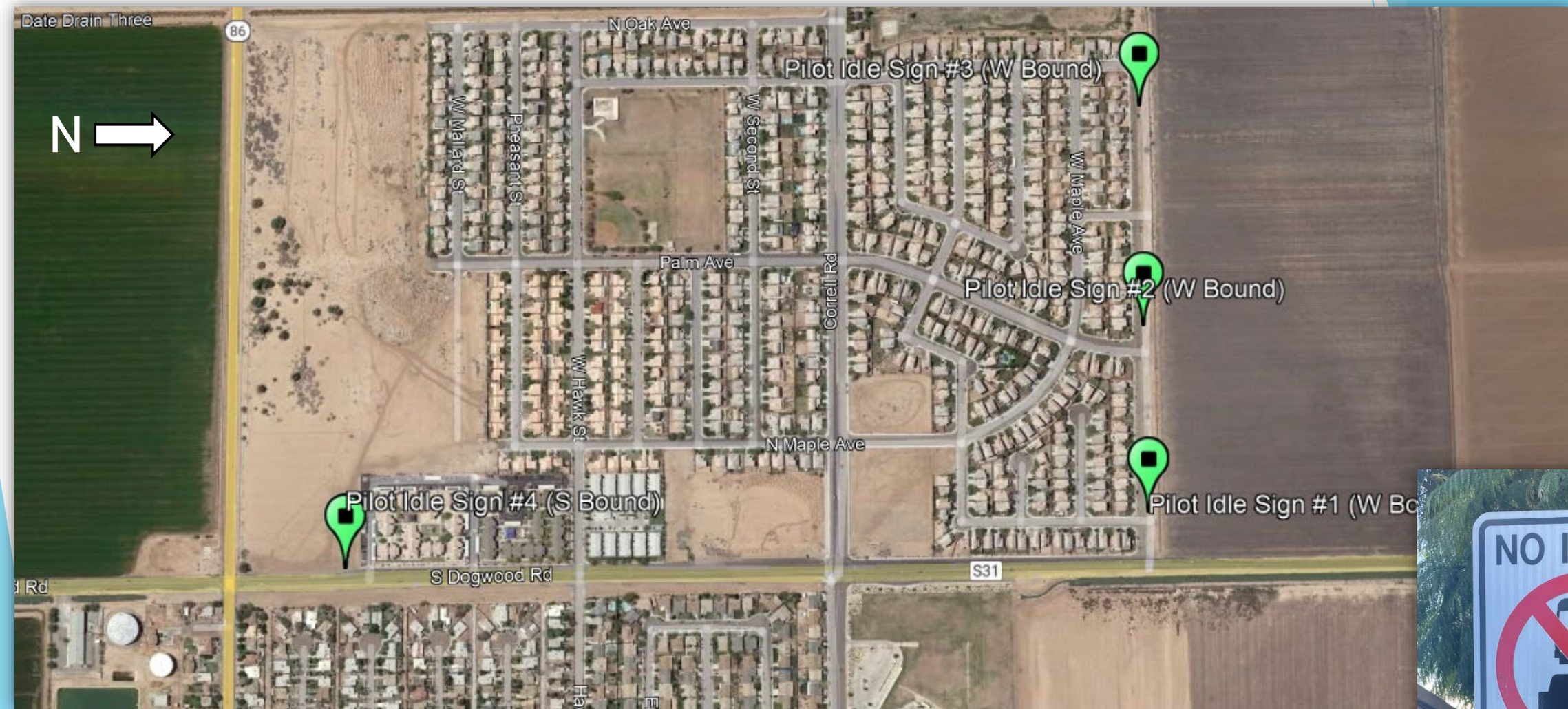


# Heber Township





# Heber Pilot Project





# School Districts in Calexico-Heber-El Centro



**School Sites:**

- Calexico High School
- Calexico High School - 9th Grade
- Aurora High School
- Blanche Charles
- Cesar Chavez
- Dool
- Enrique Camarena Jr. High
- Family Resource Center
- Jefferson
- Kennedy Gardens
- Mains
- Rockwood
- William Moreno Junior High



**School Sites:**

- Booker T. Washington
- Desert Gardens
- Harding
- Kennedy Middle
- McKinley
- Martin Luther King
- Sunflower
- Lincoln
- Margaret Hedrick
- Wilson Middle
- De Anza Magnet



**School Sites:**

- Meadows Elementary



**School Sites:**

- McCabe Elementary
- Corfman Middle



**School Sites:**

- Heber Elementary
- Dogwood Elementary



**School Sites:**

- Central Union High School
- Southwest High School
- Desert Oasis High School

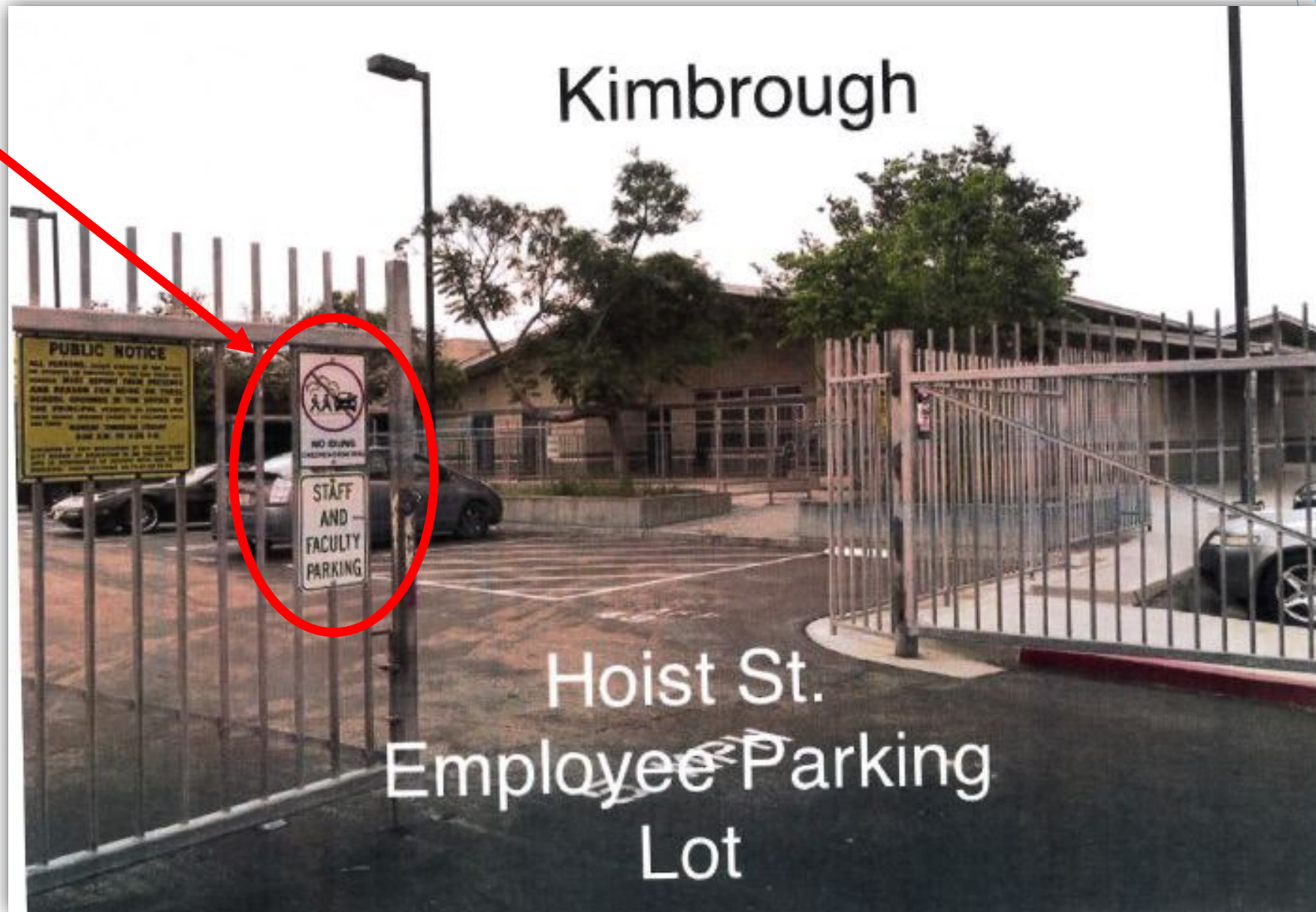


# Example: San Diego Unified School District



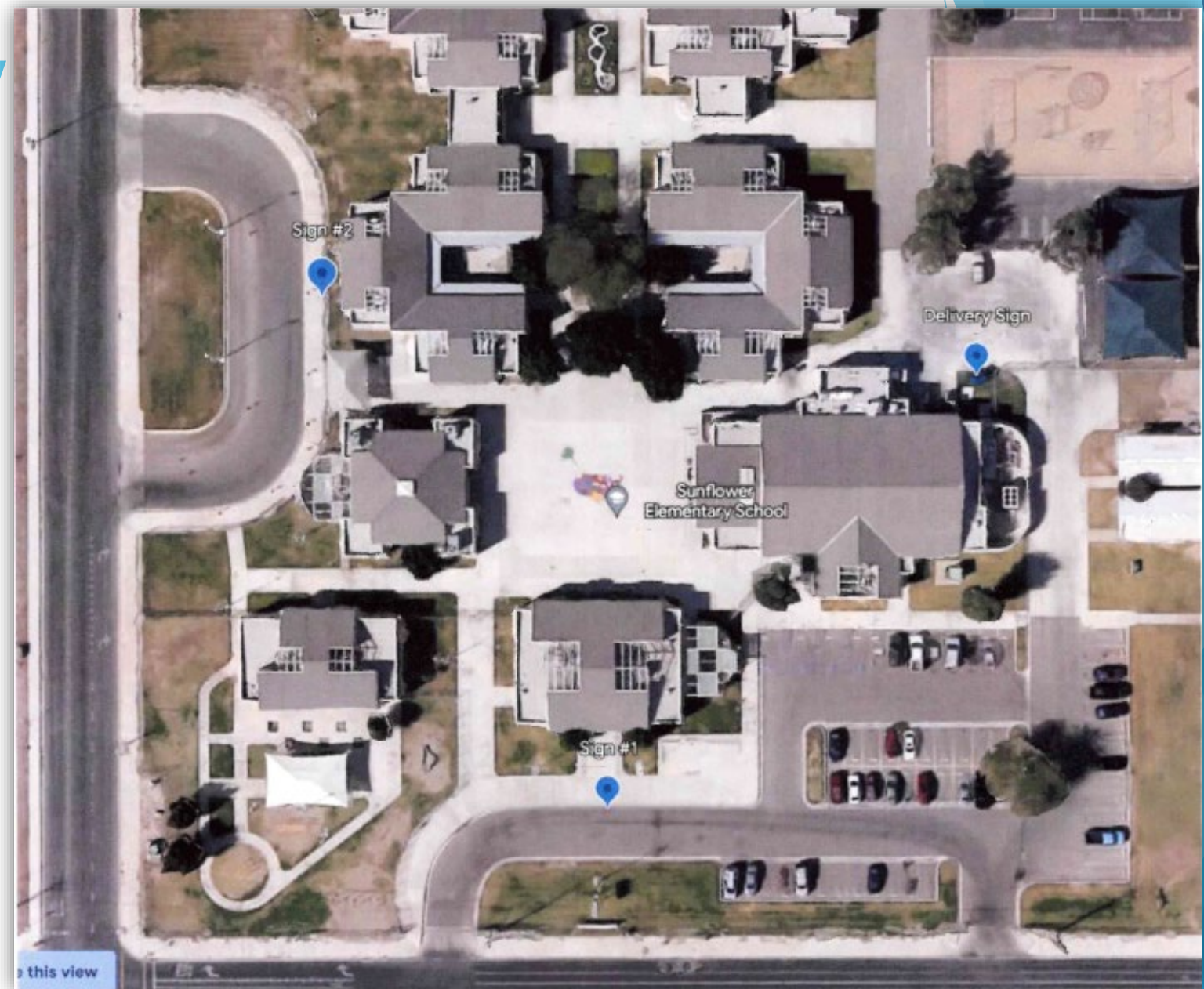


# Example: San Diego Unified School District





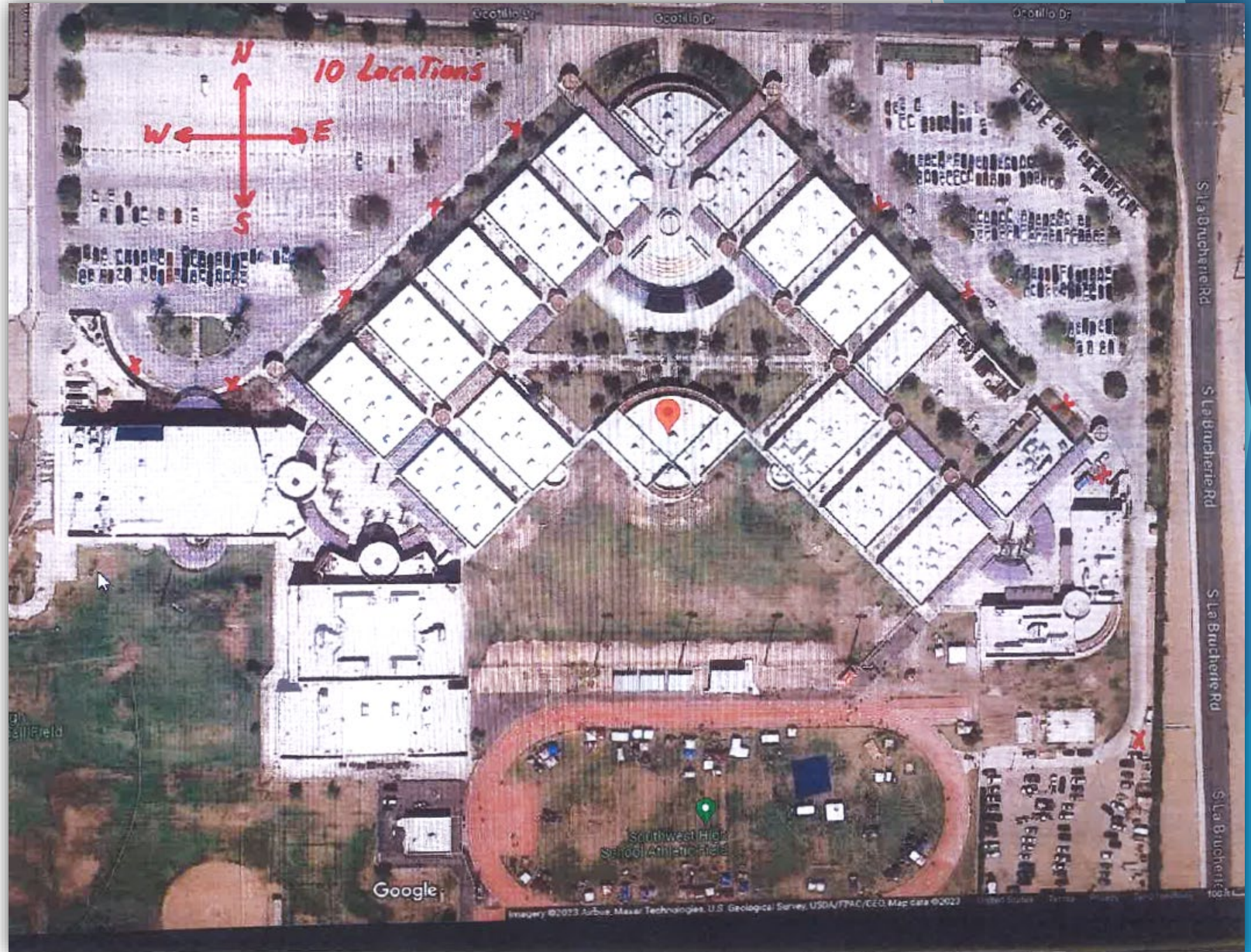
# El Centro Elementary School District



Source: Antonio Zamora, ECESD Transportation Supervisor



# Central Union High School District



Source: Martin Barajas, CUHSD Transportation Supervisor



# Next Steps

- ▶ Finalize agreements with each school district on sign locations & count
- ▶ Obtain a quote for “No Idling” signs through local sign vendor
- ▶ Purchase signs and deliver to each school district in Winter 2023-2024
- ▶ Each school district’s maintenance department will install signs



Source: Calexico Chronicle



# Questions/Comments?

Thomas Brinkerhoff, APC Division Manager

Chris Plancarte, APC Specialist

## **5. Discussion/Information**

### **Items:**

#### **A-2. CERP Strategies Update - District Policies 18 and 19 (ICAPCD)**



## AIR POLLUTION CONTROL DISTRICT

POLICY: NOTICE OF VIOLATION ISSUANCE AND FOLLOW UP

EFFECTIVE: October 18, 1993; December 8, 1999  
September \_\_\_ 2023 (tentative)

POLICY NUMBER: 18

### GENERAL:

Inspectors must follow specific guidelines for issuance and follow-up of the Notice of Violation. Detecting, documenting, and reporting violations are important duties of inspectors, air quality control specialist, and other designated Enforcement Division staff. Through these actions, they implement the Enforcement Division's main function, which is to provide uniform compliance of federal, state, and local air pollution control laws. The Notice of Violation is an official notification that a violation has occurred which could result in a penalty.

The inspector must never use the Notice of Violation as a written warning. It is intended to result in a penalty for the violator. Under no circumstances may they tell the violators that the Notice of Violation will be dismissed or canceled upon proof of compliance.

### CONDITIONS NECESSARY FOR ISSUING A NOTICE OF VIOLATION:

The Notice of Violation is issued when the inspector, or other government enforcement officials (examples: EPA, CARB, Fire Department, etc.) can confirm that the following exist:

1. An act or omission of an act is observed or documented and results in a violation of a state air law, District rule, Health and Safety Code, permit conditions, ATCMs, federal law, or other legal requirement (such as the condition on a variance or Order of Abatement that the ICAPCD has the authority to enforce).
2. The responsible person or persons are identified.
3. The location or address is identified.
4. The equipment or source is identified. If an emission violation is observed, the specific type of air contaminant must also be identified.

### SOME SITUATIONS THAT DEMAND A NOTICE OF VIOLATION:

1. A Notice to Comply has been issued and the source is not in compliance by the designated date.

2. Equipment is operated contrary to specific Permit to Operate conditions or specific requirements of state or federal law.
3. A violation is observed during, or confirmed by, a source test or inspection.
4. A breakdown has been reported, and the inspector determines that a violation resulted from operator error, neglect, or improper operation or maintenance.
5. A violation of a variance condition or Order of Abatement has occurred.
6. A violation of District Rule 701, *Agricultural Burning*, or District Rule 421, *Open Burning*, has occurred.
7. A violation of District Rule 201, *Permits Required*, or any District Rule under Regulation IV – *Prohibitions*.

## NOTICE OF VIOLATION PROCEDURES

### A. Serving the Notice of Violation

The Notice of Violation can be served in the field, mailed, or delivered in person at a later time (usually within 30 days of completing the NOV report). When serving the Notice of Violation, the inspector will give a copy to the person served and explain the violation. The inspector will issue the Notice of Violation to the highest ranking person available at the site.

1. In a corporation: serve a corporate officer (president, vice president, secretary, treasurer or designated agent).
2. In a partnership: serve one of the partners.
3. In a company owned by an individual: serve the owner.
4. If none of the above is available, and a responsible manager or supervisor can be identified: serve the manager or supervisor.
5. If responsible individuals cannot be identified or are not available: send a copy of the Notice of Violation by certified mail return receipt to an appropriate company official. The return receipt will be submitted to the Compliance Division Manager for inclusion in the case file to document the date the company has knowledge of the violating incident.

The inspector should inform the facility operators that compliance is required. The inspector must advise the source of the following possible options for compliance:

1. Immediately comply;
2. Cease operation (this is not a demand, only a suggested option);
3. Apply for a variance;

4. Submit an application for an Authority to Construct and Permit to Operate for the new or modified equipment;
5. Submit an application for amendment of Authority to Construct permit condition(s).

The inspector should inform the facility operators that continued violation may result in daily penalties and/or the issuance of additional NOVs that carry increased penalties, with each day potentially considered as an additional violation.

#### B. Compliance Verification

Before a Notice of Violation can be resolved through the District's Mutual Settlement Program, a determination of the source's compliance status must be first documented as a part of the settlement process via one or more of the following options:

1. On-site re-inspection of the facility to confirm that the affected equipment/source is now operating in compliance.
2. Review and verification of previously missing logs, records, reports, and related documentation as required by a Permit to Operate or District Rule.
3. The results of a source test conducted by a source test contractor.
4. The results of a lab analysis provided by the source.
5. Filing an application for variance that is later granted.
6. Verification through on-site inspection that the source has ceased operation of the affected equipment, has closed down, or is otherwise not in business.
7. Determination that the source's application for a new or amended Authority to Construct has been submitted to the district.

Approved

---

Belen Lopez  
Air Pollution Control Officer





## AIR POLLUTION CONTROL DISTRICT

POLICY: NOTICE OF VIOLATION RERPORTS

EFFECTIVE: October 18, 1993  
September \_\_\_\_ 2023 (tentative)

POLICY NUMBER: 19

### GENERAL:

The Notice of Violation Report provides necessary information to successfully prosecute the violator. It is the foundation for investigators, County Counsel and the District Attorney to pursue a case. Since the report may be entered as evidence, the inspector must provide accurate and complete information in clear and legible form.

### REPORT DUE DATE:

Inspectors must submit the complete Notice of Violation Report to their supervisor for review within ten (10) working days following the date the Notice of Violation was issued. Any exception requires the approval of the Compliance Division Manager.

The Notice of Violation Report and Notices of Violation must be given to the Compliance Division Manager for approval.

### FIELD NOTES:

To ensure that the Notice of Violation Report includes all pertinent information relevant to the Notice of Violation, the inspector will take field notes during the inspection, conduct interviews, and carry out a full site investigation. The field notes are a very important tool for keeping the sequence of events of an inspection clear, especially in lengthy investigations lasting several days or weeks. The field notes may be essential in recalling the facts of the inspection months or years later if a case goes to court. The field notes are not equivalent to a Notice of Violation Report; however, it is one of the tools to be used by the inspector to document the inspection. It is the inspector's job to collect and convey the information necessary so staff, County Counsel, and others will have a clear understanding of the facts associated with the Notice of Violation. The inspector will ask questions and maintain a broad focus on the problem, which results in the violation. The field notes will consist of brief phrases concerning specific events, observations, circumstances, persons, and other data recorded while fresh in the inspector's mind. The field notes will provide a basis for the report. Additionally they will reduce the need to communicate again with the parties involved, and ensure greater accuracy than memory can offer.

The inspector field notes forms may become evidence in case that a Notice of Violation is disputed; therefore, they shall be maintained in the case file and not be discarded or destroyed.

#### NOTICE OF VIOLATION REPORT REQUIREMENTS:

The Notice of Violation Report consists of information items (owner's name, address, company location, etc.), supporting information, a field sketch or map of the violating source's location, and a narrative account of conditions and event.

Most of the required information items are self-explanatory. The following guidelines are provided for those items which may require clarification.

##### A. Completing Information Items:

1. Permit: Enter Permit Number, if permitted. Attach a copy of the Permit to the Notice of Violation.
2. Name: Enter the legal name of the violator (example: ABC, Inc.; John James, dba ABC Company). Do not use initials, except when the legal name is the initials, such as "ABC Company."
3. Source Type: Enter the type source as labeled in the ATC or PTO (example: Combustion, Aggregate, etc.).
4. Notice of Violation Number
5. Telephone Number: Enter the telephone number where the violator, or a corporate officer, can be contacted.
6. Address: Enter the street address, city, and zip code of the main office of the violator. If the violator is a corporation, enter the address of the corporate office where a corporate officer or a designated agent is located. DO NOT use a post office box number, unless that is what is on file in the District's Permitting Database.
7. Location of Violation: Enter the street address, city, and a zip code where the violation occurred. If the street number is not available, enter the block number (example: 9400 block "A" Street, or south side of "A" Street between 1<sup>st</sup> and 2<sup>nd</sup> Streets) or other information describing the location (e.g. GPS coordinates or cross streets/geographical reference points.)
8. Violation: Describe the violation; enter either the District Rule or the Health and Safety Code Section. Enter date of violation and a short description of equipment and rule violated. Example: You are hereby notified that a violation of Rule 201, Permits Required, of the Imperial County Air Pollution Control District Rules and Regulations was committed on December 3, 2021 by operating a diesel generator, Model 623, without a Permit to Operate from the Air Pollution Control District.

9. Date: Enter date and time the Notice of Violation was served to the violator. If served by certified mail, enter "mailed certified mail, (date)."

10. Issued to: Enter name of owner, superintendent, corporate officer, person in charge, etc.

B. Supporting Information:

The following information may be part of the narrative of the Notice of Violation Report or attached to the report:

1. Weather: Indicate a one-word or two-word description of the weather (example: clear, sunny) and an estimate of the wind direction and speed. Identify how wind direction and speed were determined (example: Dwyer wind gauge).

2. Visible emissions at end of observation: Indicate whether emissions were visible at the end of the observation and record the Ringlemann number or percent opacity. List the Permit Number if the equipment involved is under Permit and, if it is, list the date of issuance of the Permit.

3. Excessive emissions recorded: List excessive emissions by Ringlemann number (R1) or opacity percentage (20%). Specify the contaminant (example: dust, smoke, acid, etc.).

4. Equipment/source description: Identify the type of facility (example: automobile assembly and coating plant).

C. Completing Field Sketch:

A sketch or aerial map which accurately recreates the scene can strengthen the District's case in court. A field sketch is required for all emission violations. The inspector will use the following guidelines:

1. Distance and direction from source: enter the distance and direction of the source from the inspector (example: distance could be one-half mile and direction to the southeast).

2. Background used to make observations: Enter information which will strengthen the validity of the observation (example: "blue sky" or "wall against building"). The background provides contrast for the visible emissions observed.

3. Location of sun or light source: Enter the direction of the sun or the light source in relation to the inspectors observation position (example: sun over right shoulder).

D. Completion the Narrative Account:

The narrative account should document the findings of the inspection, which supports issuing the Notice of Violation. This section will contain sufficient detail to clearly explain the essential elements of the compliance status determination. The narrative account must provide a chronological sequence of events related to the incident and

investigation. The report will be written in the third person. It must be clear and complete so that a person who does not have knowledge of the incident/source can learn from reading the account the following basic information: who committed the violation; which violation was committed; who observed it; who and when it happened; and, if known, the possible reason why it happened. There must be no inconsistencies between the information items and the narrative description of the event. If available, the Notice of Violation Report should include as attachments supplemental documentation in the form of photographs, visible emission evaluation, and source test results.

E. Inspector Identification

To finalize the Notice of Violation Report the inspector should sign the report. If it is not legible, print your name below the signature.

Approved:

---

Belen Lopez  
Air Pollution Control Officer