

San Joaquin Valley Unified Air Pollution Control District  
**STAKEHOLDER'S FORUM  
GUIDELINES**

**Purpose:** Provide a meeting at which members of the public can suggest to the Air Pollution Control Officer (APCO) ideas for improving the District's:

**Air Quality:** as related to state and federal mandates.

**Economics and fiscal policies:** revenues, operating expenses, fixed costs, projections, accounting and reporting.

**Use of resources:** productivity, efficiency, level of service, facilities, cooperation with other government agencies.

**Administration:** policies and procedures, organization and staffing, adherence to mandates and legal requirements.

Provide an opportunity for the APCO to give feedback on implementation of appropriate ideas suggested by participants.

**Participation:** Open to all who are in improving the Valley's air quality and District operations. This includes Valley citizens, the regulated community, environmental groups, and local, state, and federal government agencies. Continuity of participation by individuals is encouraged in order to increase the effectiveness of the Forum. Public notices and publicity by the District and stakeholders are used to encourage participation. The District communicates information and notices of meetings to a mailing list of those who have indicated an interest in participating. Costs of the Stakeholders' Forum are included in the District's annual budget; there is no charge to participants. Participation by members of the District's governing Board and Citizen's Advisory Committee (CAC) is optional.

**Process:** Forums will be held periodically, as determined by need and interest. Planned length is two hours, but may vary depending on participation. Location will be in Fresno, with live interaction by participants in the Modesto and Bakersfield offices via videoconferencing. Chair of the Forum is the APCO or his designee. Format is informal, with speakers recognized by the Chair.

The agenda for each Forum includes:

1. Presentation of one or more featured topics by District staff. This provides background information to Forum information to Forum participants on air quality and District operations, which is intended to stimulate discussion.
2. Offering of suggestions, ideas or concerns by Forum participants. Subjects may include items from the current presentation, items from previous Forums, or any appropriate items. Each item offered is further defined and focused by discussion, and then:

Targeted for immediate implementation by the APCO, or  
Identified for further study and analysis by District staff, or  
Rejected as inappropriate or not feasible.

Discussion topics (a) respect previous decisions by the Governing Board, (b) abide by opinions of the District Legal Counsel, (c) recognize state and federal mandates, and (d) do not include performance evaluation of District Personnel.

3. Feedback by APCO on status of suggestions, ideas, and concerns offered at previous Forums:

Results of items targeted for implementation.

Report on items identified for further study and analysis by District staff.

4. Discussion of agenda for upcoming Forums.