



Warehouse Working Group Purpose Statement

Purpose

The purpose of the Warehouse Working Group (WWG) is to offer input to the San Diego County Air Pollution Control District (SDAPCD) regarding potential regulatory and non-regulatory strategies to reduce air pollution and public health impacts from heavy-duty trucks and other indirect sources associated with warehouses and distribution centers in the San Diego region, with priority to those facilities in under-resourced communities.

Line of Reporting

The WWG may make recommendations to SDAPCD staff and the SDAPCD Planning and Policy Committee. The SDAPCD Planning and Policy Committee may report those recommendations to the SDAPCD Governing Board.

Membership

The WWG membership will represent a balanced range of stakeholder interests with on-the-ground knowledge and information about the freight sector and community air quality impacts including, but not limited to, community groups and residents, warehouse owners and operators, trucking companies, government agencies, and other interested parties. In inviting members, SDAPCD will strive to ensure both community/environmental and freight/warehouse stakeholder interests are adequately represented. A membership roster will be available on the SDAPCD website. SDAPCD may augment WWG membership if additional expertise or perspective is desired.

Responsibilities

Members are expected to regularly participate in WWG meetings, review meeting materials provided by SDAPCD, and share information and provide feedback based on their respective areas of expertise. Additionally, members are asked to regularly communicate information about WWG developments to their respective constituencies, and actively seek perspectives to share in WWG discussions. The level of commitment for members is anticipated to be 1 – 4 hours per month.

Members are not asked to seek consensus in their advice to the SDAPCD. However, SDAPCD staff will record areas of agreement, as well as the diverse perspectives when there is not agreement. Staff will work to integrate the WWG's advice, and input from other interested parties including the public, into the development of proposed indirect source control strategies for warehouses and distribution centers, as appropriate. The SDAPCD Governing Board has final decision-making authority.

Meeting Information

Meetings will be held virtually and administered by SDAPCD. Links to meeting materials will be made available on a new dedicated webpage on the SDAPCD website. Meeting times will be determined based on member availability. Members of the public will be allowed to speak on any item within the area of focus for the meeting. Meeting agendas will be posted no later than 48 hours in advance of the meetings. Live language interpretation will be available at each meeting provided such services are needed. SDAPCD staff may require limiting the amount of time for public and/or member comment to ensure meetings are run efficiently.

Meeting Decorum

To ensure WWG meetings are effective and inclusive, all members agree to recognize and adhere to the following meeting rules and guidelines of participation: (1) Create space for everyone to contribute, (2) Only one person speaks at a time, (3) Listen to each other, (4) Respect each other's opinions, knowledge, and perspectives, and (5) Be conscious of time constraints. Meetings will be moderated either by SDAPCD staff or a professional/impartial facilitator.

Duration of Existence

The WWG will function on an on-going basis, subject to annual review by the SDAPCD.