

ISO Overview

Michael Dossey

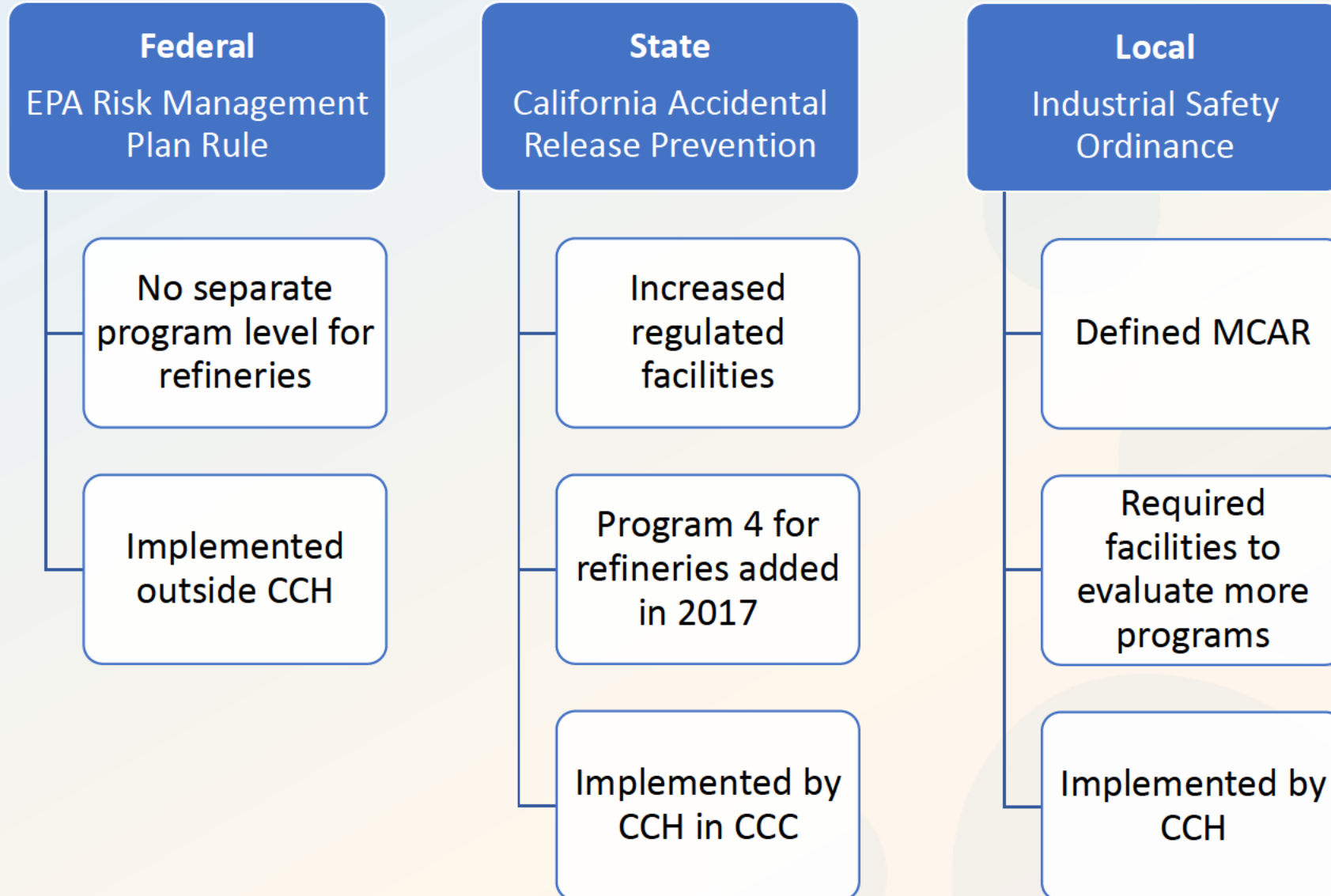
Supervising Accidental Release Prevention Engineer

November 15, 2023



CONTRA COSTA
HEALTH

Current Regulations



Current ISO Facilities

- Chevron Richmond Refinery

- P66 Refinery

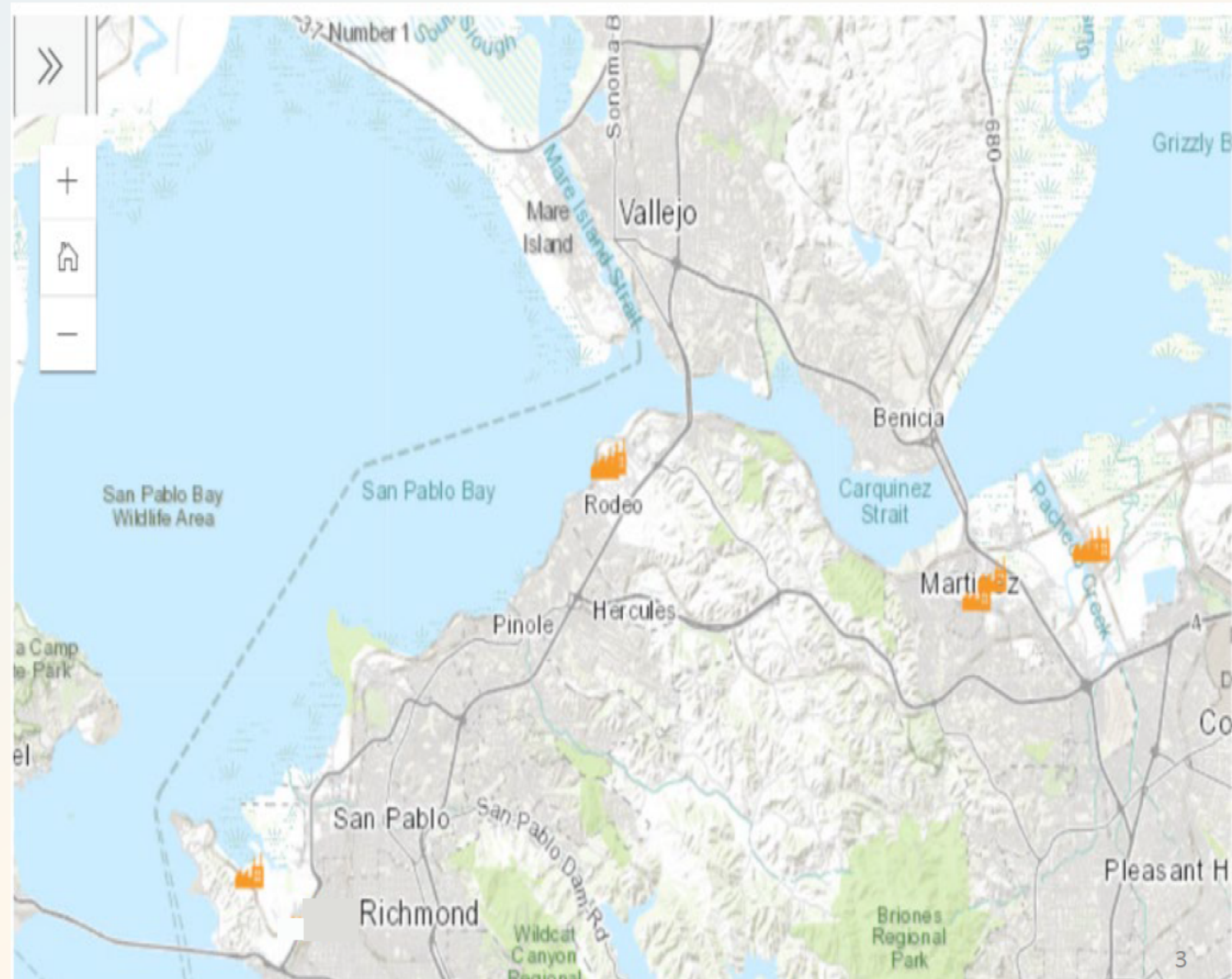
- Air Liquide Hydrogen

- Martinez Refining Company

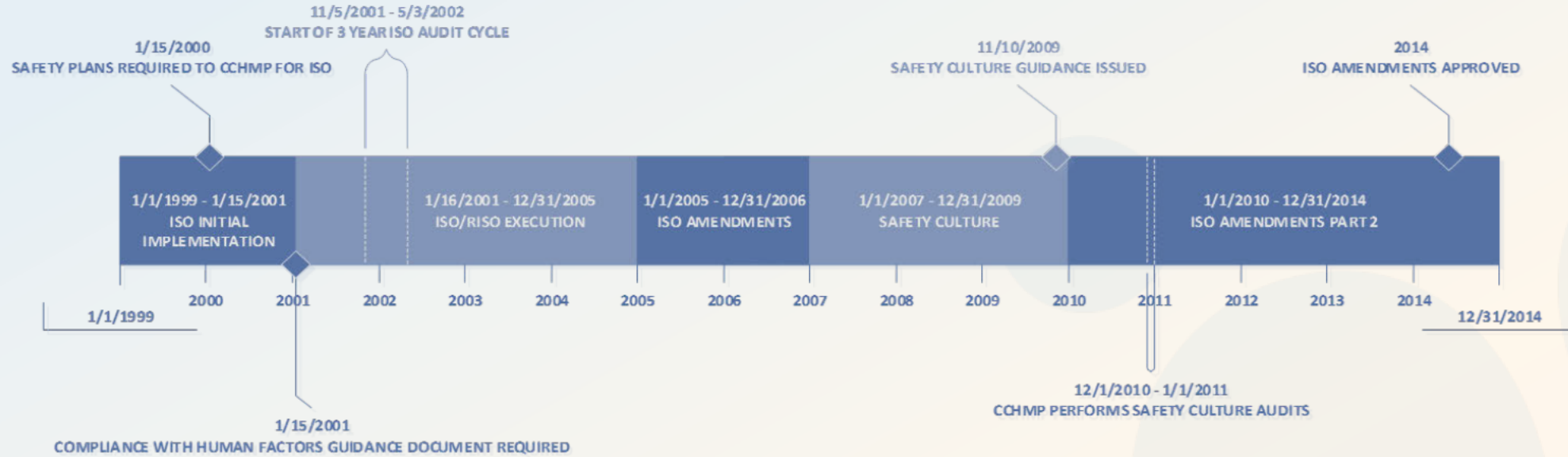
- Air Products Hydrogen-MRC

- Marathon Renewable Fuels

- Air Products Hydrogen-Marathon



History of ISO and RISO

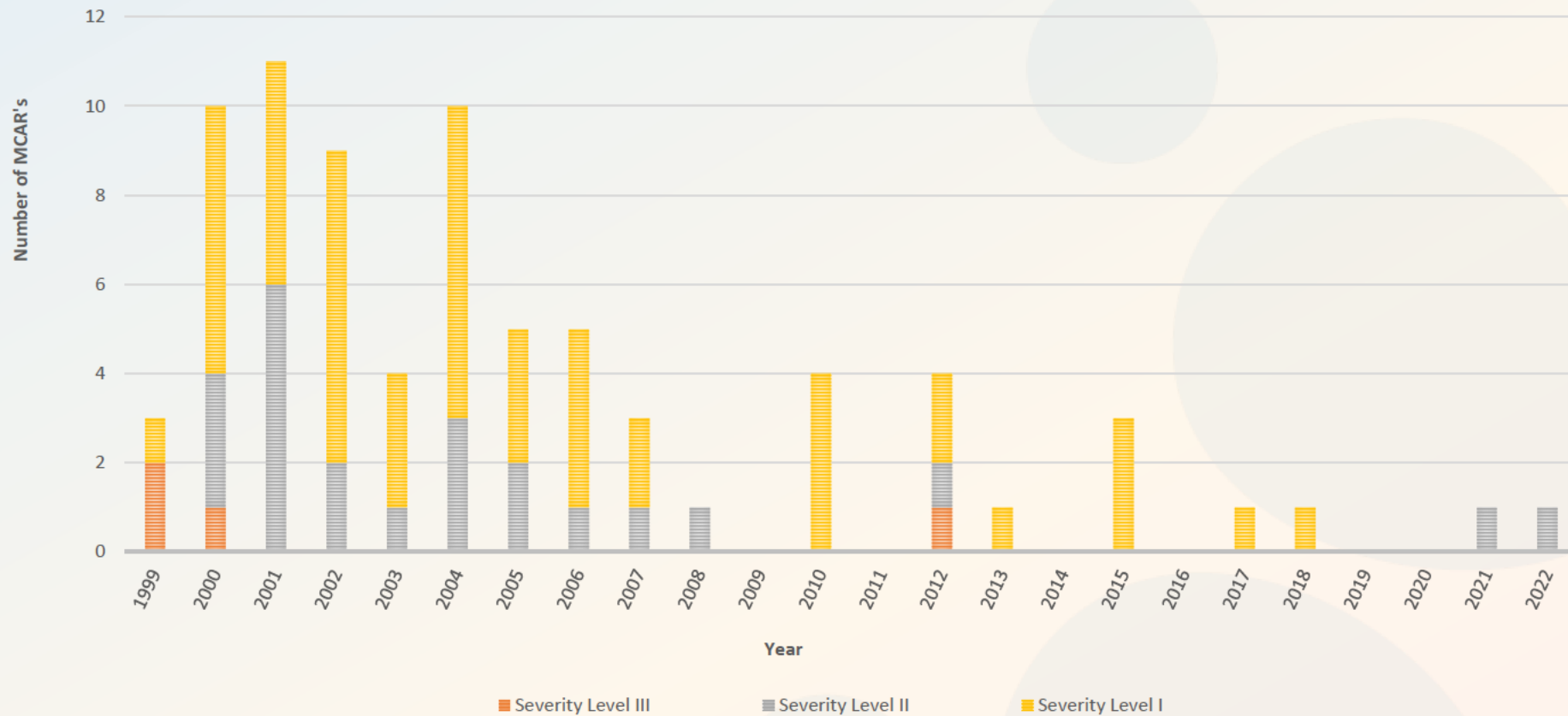


COMPLIANCE WITH HUMAN FACTORS GUIDANCE DOCUMENT REQUIRED

Responsibilities	CCHMP	<ul style="list-style-type: none"> • May perform individual Root Cause Analysis after an MCAR • Develop and Maintain Safety Plan Guidance Document • Review submitted Safety Plans • Audit every three years after initial ISO/RISO audits • Create Safety Culture Guidance and update as needed
	Stationary Sources	<ul style="list-style-type: none"> • Perform Root Cause Analysis after an MCAR • Consider Inherently Safer Systems for new and existing processes, expanded (2014 amendments) to include reviewing during major changes that could result in MCAR occur • Submit Safety Plan every 3 years • Perform SPA (2014 Amendments) • Include Maintenance in the Human Factors and Management of Organizational Change Programs (2006 Amendments) • Perform Security Vulnerability Assessments and Safety Culture Assessments (2006 Amendments) • Develop and Track Performance Indicators (2014 Amendments)

Major Chemical Accidents & Releases

MAJOR CHEMICAL ACCIDENTS AND RELEASES
1999-2022



ISO Implementation



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HEALTH



INCREASED REGULATIONS



INCREASED TRANSPARENCY
AND PUBLIC PARTICIPATION



ALLOWS FOR INDEPENDENT
INVESTIGATIONS



Risk Management Program 3 Requirements

- Process Safety Information
- Process Hazard Analysis
- Operating Procedures
- Training
- Mechanical Integrity
- Management of Change
- Pre-Startup Safety Review
- Compliance Audits

- Incident Investigation
- Employee Participation
- Hot Work Permits
- Contractors
- Emergency Response
- Off-Site Consequence Analysis
- Submittal of a Risk Management Plan



ISO Safety Program Requirements

- Expands RMP Requirements to all processes
- Human Factors
- Management of Organizational Change
- Inherently Safer Design

- Root Cause Analysis Investigations
- Safeguard Protection Analysis
- Safety Culture Assessment
- Common Process Safety Indicators
- Submittal of a Safety Plan

Auditing

- Audit at least once every 3 years
- Three-week audit for CalARP Program 3
- ISO applicability adds one week to audit
- Teams of 3-4 engineers



Purpose of Public Notice

- 45-day time-period for public comment
- Public Notice applies to Audit Findings and Safety Plans
- ISO/RISO Facilities require public meeting



Increased Review after MCAR

- The ISO authorizes additional studies after a Major Chemical Accident or Release (MCAR)
- These studies have included:
 - Safety Culture Assessment
 - Root Cause Investigation
 - Community Risk Assessment
 - Safety Inspection
- Formation of Oversight Committees





Oversight Committees

- Oversight Committees used to maintain a transparent process
- Comprised of members of the public, agencies, and facility
- They assist in developing the scope of the study, interviewing and selecting contractors, reviewing reports

Fees and Penalties



FEES ARE CHARGED FOR EACH REGULATORY PROGRAM AT CCH HAZMAT



FEES COVER THE COSTS TO REVIEW AND INSPECT EACH FACILITY



FEES ALSO COVER THE COST OF THE OMBUDSPERSON POSITION



AFTER AN MCAR, COSTS OF ADDITIONAL STUDIES ARE CHARGED TO THE FACILITY



PENALTIES ARE ENFORCED THROUGH CHAPTER 14-67 OF COUNTY ORDINANCE CODE

Proposed ISO Amendments



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HEALTH



Bulk Liquid Storage Stationary Source Applicability Review

Applicability:

- Required to have an SPCC Plan
- Has a field erected tank of 50,000-gallon shell capacity and contains a flammable liquid with an NFPA 704 flammable 3 rating
- 8 facilities identified in initial review (3 County, 1 city of Martinez, 4 City of Richmond)

CONTRA COSTA
HEALTH



Michael Dossey
Supervising Accidental Release
Prevention Engineer
Michael.Dossey@cchealth.org



City Clerk Ballot Measure 2024

City Council Meeting
November 15, 2023

BACKGROUND



- **October 18, 2023** - The Mayor recapped a recent discussion with the elected City Clerk, who had indicated he supported the consolidation of the elected City Clerk position into an appointed staff position. *The proposed consolidation of the Clerk position was based upon the professional recommendations of City staff and consistent with practice in 16 of 19 Contra Costa agencies.*
 - The City Council directed staff to place this topic on a future meeting agenda for discussion.
- **November 1, 2023** - Staff presented to City Council a comparative analysis of Clerk Offices in other California municipalities who recently transitioned their City Clerk to an appointed position. City Council favored the proposal and directed:
 - Delegating the appointing authority to City Manager.
 - Clarifying the appointed position will be a consolidation of the elected position with the existing full-time staff position, resulting in reclassifying the Assistant City Clerk as City Clerk.
 - Providing an organizational model of the Clerk's office with an appointed City Clerk.
 - Appointing Vice Mayor Ross and Councilmember McKillop to an Ad Hoc Subcommittee for drafting the Argument in Favor.

DISCUSSION



Division Summary

Through the Assistant City Clerk, the Office serves as a primary point of contact for the City Council, City Departments, and the public regarding the legislative history and operations of the City.

Elected Office Structure (Current)

Division under and managed by the Department of the City Manager.

- **Gary Hernandez, City Clerk (Elected)** – Elected Official serving in a ceremonial capacity performing limited duties.
- **Kat Galileo, Assistant City Clerk (FTE)**– Full time staff employee who performs all legal duties and responsibilities of the City Clerk, as well as the day-to-day operations of the Office.
- **Catherine Muiruri, Clerk Aide (PT)** – Part time staff employee provides general administrative support to the Assistant City Clerk and customer service to the Martinez community.

ELECTED CITY CLERK

Gary Hernandez

ASSISTANT CITY CLERK (FTE)

Kat Galileo

CLERK AIDE (PT)

Catherine Muiruri

DISCUSSION CONT...



Appointed Office Structure Research

- Provide and support advancement in the City's ability to be responsive, transparent, and increase accessibility for the public, staff and City Council.
 - **2021** – All processes performed manually (except Agenda creation).
 - **2023** – NetFile, NextRequest, Boards & Commissions, Digital Kiosk
 - **Future** – Claims, Records Management (Laserfiche)
- Organizational structure and staffing data collected of other Clerk Offices
 - Martinez is in the **minority** in the County (3/19 cities) and in the State (100/482 cities).

CITY	POPULATION	CLASSIFICATION	UNIT/GROUP	CLERK STAFF
Martinez	37,658	Elected	Elected	City Clerk
		FTE	MCP - Management	Assistant City Clerk
		PT Temporary	Misc	Administrative Aide
Hercules	24,640	Appointed	Executive	City Clerk
		FTE	Teamster	Senior Clerk
El Cerrito	25,962	Appointed	Management	City Clerk
		FTE	Misc	Management Assistant I
Benicia*	26,180	Elected	Elected	City Clerk
		PTE	BSPA - Supervisor	Deputy City Clerk
San Pablo	31,773	Elected	Elected	City Clerk
		Appointed	Confidential	Assistant City Clerk
Pleasant Hill	34,026	Appointed	Management	City Clerk
Danville	44,396	Appointed	Management	City Clerk
Oakley	44,995	FTE	Unrepresented - General Staff	City Clerk/Paralegal
		FTE	Unrepresented - General Staff	Deputy City Clerk
		FTE	Unrepresented - General Staff	Office Assistant

DISCUSSION CONT...



Appointed Office Structure (Proposed)

City Clerk Transition

- Full-time staff position
- Consolidation with Assistant City Clerk
- Job classification to be reviewed, approved, adopted, and incorporated
- Assistant City Clerk Kat Galileo to be appointed as the new City Clerk
 - Elected City Clerk's limited duties transferred
 - Continue day-to-day operations and management of the Office
- Clerical Aide duties will remain unchanged

APPOINTED CITY CLERK (FTE)

Kat Galileo

CLERK AIDE (PT)

Catherine Muiruri

BEFORE AND AFTER



CURRENT OFFICE STRUCTURE

ELECTED CITY CLERK Gary Hernandez
ASSISTANT CITY CLERK (FTE) Kat Galileo
CLERK AIDE (PT) Catherine Muiruri

NEW OFFICE STRUCTURE

APPOINTED CITY CLERK (FTE) Kat Galileo
CLERK AIDE (PT) Catherine Muiruri

BALLOT MEASURE



Key Components

- Submit to voters for a question regarding whether the City Clerk should be appointive
- Calls, gives notice of, and requests consolidation of a Special Municipal Election with the March 5, 2024 Statewide Primary Election
- Impartial Analysis and Argument in Favor

Voter Approved Measure

- Elected City Clerk will serve until November 2024; position eliminated thereafter.
- Creates appointive City Clerk staff position (full authority); City Manager becomes the Appointing Authority , through delegation by City Council (GC Section 36510). Municipal Code updated.
- November 2024 ballot will not include the race for the City Clerk's Office.

<u>APPOINTMENT OF CITY CLERK</u>	YES
Shall the Office of City Clerk be appointive?	NO

FISCAL IMPACT



Savings

Savings will be reinvested into the Office to cover anticipated expenses and support the Office as it is restructured.

- Salary and benefits of the elected City Clerk
- Election cost for elected City Clerk position (every 4 years)

Expenses

- 2024 Ballot Measure cost
 - Funded in FY 2024 mid-year budget adjustment
- Position upgrade from Assistant City Clerk to City Clerk

TABLE 1 - SAVINGS

ITEM	COST
Salary	\$4,800.00
Delta	\$1,251.00
Vision	\$277.32
Social Security	\$297.60
PERS	\$521.76
Medical	\$21,929.76
Medical	\$69.60
Life Insurance Dependent	\$2.64
Life Insurance EE	\$35.40
TOTAL	\$29,185.08
Election (2024)	\$38,659.72
TOTAL	\$67,844.80

TABLE 2 - EXPENSES

Registered Voters	25,711
City Attorney's Impartial Analysis Cost	Less than \$2,000
County's Cost per Registered Voter	\$2.50 per voter
TOTAL	\$66,277.50

RECOMMENDATION



Next Steps

City Council approve the proposed ballot measure and adopt the resolution.

Upon adoption of the resolution, staff will:

- File records with County Elections Office
- Publish Notice of Election in the local Newspaper
- City Attorney will prepare an Impartial Analysis

Timeline

- December 6 (E-90)
 - Adoption of Argument in Favor
- December 8 (E-88)
 - Deadline to submit measure
- December 11 (E-85)
 - Measure letter assigned
- December 20 (E-76)
 - Deadline for Primary Arguments For/Against
- December 25* (E-71)
 - Deadline for Rebuttal Arguments



THANK YOU

Do you have any questions?



City of Martinez City Council Meeting

Urban Greening Program Grant Proposal for Lower Alhambra Creek

11/15/2023



Background

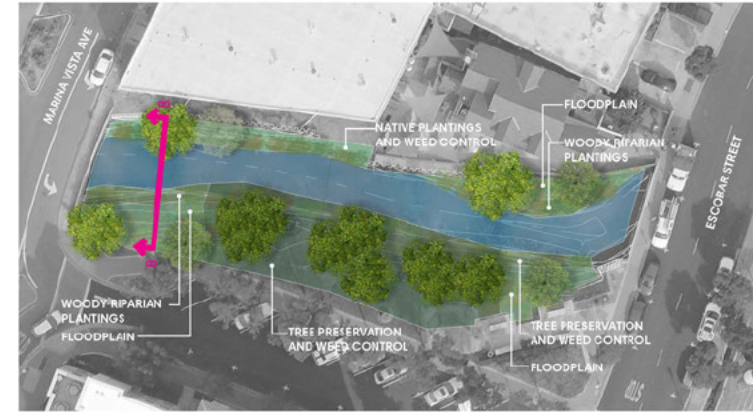
- The Urban Greening Program is a grant program administered by the California Natural Resources Agency (CRNA). All projects must do at least one of the following:
 - Acquire, create, enhance, or expand community parks and green spaces
 - Use natural systems or systems that mimic natural systems to achieve multiple benefits
- This competitive program solicits project proposals for urban greening projects that reduce greenhouse gas emissions, mitigate the effects of extreme heat, and provide multiple additional benefits.
- Grant was identified by California Consulting, the City's grant writing consultant.
- Proposals are due on Monday November 20, 2023 at 5:00pm.
- The Urban Greening grant would address the unfunded restoration improvements identified in the Lower Alhambra Creek Watershed Management Plan.



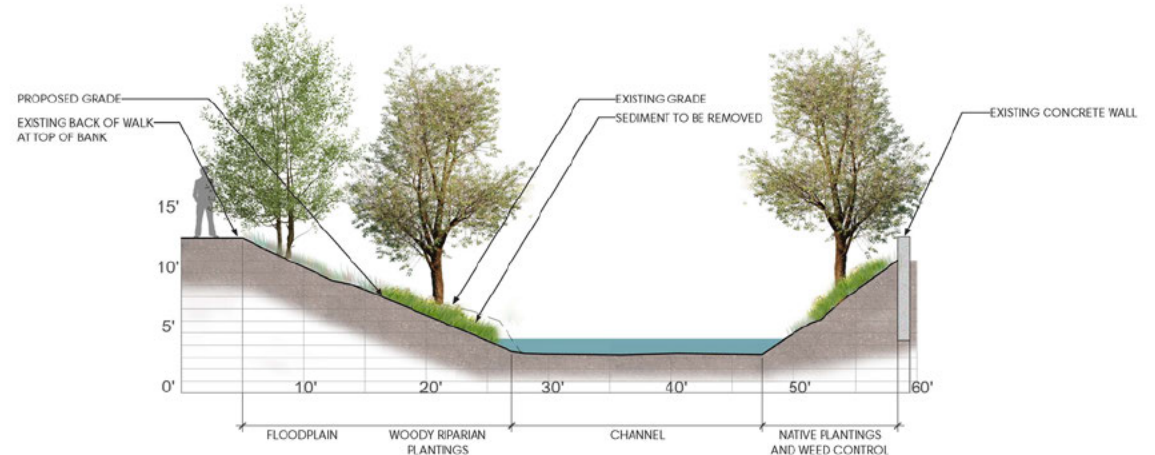
Discussion

- The proposal submittal is being prepared but will be consistent with the preliminary plans which will restore Alhambra Creek from the Union Pacific railroad to Ward Street.
- The project would restore wetland and riparian habitat, remove accumulated silt and sediments to enhance flood protection, and provide native vegetation planting.

Urban Greening Program Grant Proposal for Lower Alhambra Creek



REACH 2 CONCEPT PLAN



REACH 2 SECTION B



Fiscal Impact

- Preliminary cost estimate and grant request is approximately \$750,000.
- No Match Required



Recommendation

Receive report on Urban Greening Program Grant Proposal for Lower Alhambra Creek.



Urban Greening Program Grant Proposal for Lower Alhambra Creek

PROPOSAL TO BE SUBMITTED 11/20/23

THANK YOU



CITY OF MARTINEZ SPEAKER CARD

First & Last Name: Stan Armstrong
PRINT CLEARLY

Instructions: Select option 1 or 2 below and fill in the corresponding fields.

I wish to speak on a/an:

Option 1: Agenda Item

- Item # _____

- I am... In Favor Neutral Oppose ... this item.

Option 2: Non-Agenda Item/Topic

- Item/Topic: Tennis Courts
BRIEF DESCRIPTION

Turn in completed card to Clerk located at front dias. Thank you!



CITY OF MARTINEZ SPEAKER CARD

- Wahyet Li
Eco Services
- Heidi Taylor
Healthy Mt.

First & Last Name: Wendy Ke
PRINT CLEARLY

Instructions: Select option 1 or 2 below and fill in the corresponding fields.

I wish to speak on a/an:

Option 1: Agenda Item

- Item # 1

- I am... In Favor Neutral Oppose ... this item.

Option 2: Non-Agenda Item/Topic

- Item/Topic: _____
BRIEF DESCRIPTION

Turn in completed card to Clerk located at front dias. Thank you!

Stan Armstrong

November 15, 2023. Martinez City Council

Can we create a regulation for Tennis only on Tennis Courts?

In the past few months, we have seen more and more people trying to play pickle ball on the Tennis courts at Nancy Boyd Park. We've asked kindly that they do not play here and almost always they oblige. In a couple of incidences it was an issue to get them to leave. The latest incident involved calling the police. When the officer arrived he wasn't aware of any ordinance regarding pickle ball on Tennis courts. When I called the police dept. to discuss the issue, the officer did not see any ordinance listed. The man that was playing pickle ball said our Tennis only sign did not have an ordinance number so he deemed the signs fake, even though we assured him they were put up by the city. In a strange coincidence, the signs went missing the next day. In which the police were notified and the city was out lickety-split to install new ones and bent the bolts so they could not be removed.

It's concerning to me because the lady that called the police on that guy is the nicest lady. And I was shocked that she confronted him because she is so nice.

We just want to play tennis without conflict. Maybe an official ordinance is the answer. With it, the police have something to use for enforcement. With it on the signs, maybe people would respect the postings. Maybe a notice directing people to a website indicating pickle ball locations would suffice. We don't necessarily have the answers but maybe the brain trust of the City Council does.

We appreciate your time and consideration on this matter.

Sincerely yours,

Stan Armstrong

Member of the Nancy Boyd Park Tennis group.

Kat Galileo

From: Dan Barrows
Sent: Tuesday, November 14, 2023 1:28 PM
To: CityClerk; Brianne Zorn; Debbie McKillop; Mark Ross; Jay Howard; Satinder S. Malhi
Subject: Public Comment for Special Session on MISO

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Greetings:

I am planning to attend and hope to make the following comments during the council special session on the Martinez Industrial Safety Ordinance, but I also wanted to provide my comments in writing for the record....

My name is Daniel Barrows and I have lived and worked in Martinez for the past 15 years. To start out, I am fully in support of the adoption of a Martinez Industrial Safety Ordinance (MISO) if it will help to improve the safety of our citizens. But I am concerned that this is not going to address the real issue with the Martinez refinery. When choosing to live in Martinez, I was aware of the neighboring refinery and felt confident that its operation by a well-respected multinational company, Shell Oil, was safe. I was alarmed when Shell chose to sell the refinery, a decision which I'm sure related to its profitability. Certainly a company such as Shell would not sell such an asset unless they had determined that the ongoing cost of operating and maintaining it was no longer profitable. I mean, that's why they are in business. The refinery is well over 100 years old and certainly, at some point in the future, will reach the end of its useful life. I am concerned about what will happen when its current owners determine that it's no longer profitable for them. Given how old the refinery is, that's bound to happen sometime in the foreseeable future. When it does, what provisions are there to ensure that the refinery is decommissioned safely and not left a burden to the citizens of Martinez and Contra Costa County to deal with? Any measure the city adopts should address not only the safe operation of the refinery (or any other industrial operation), but also its safe decommissioning, demolition, and clean up of the land and soil that it sits on once it reaches its end-of-life. The citizens of Martinez and Contra Costa County should not be saddled with the costs or potential health and safety issues of this in the future.

Thank you.

Dan Barrows