

Placer County Air Pollution Control District



invites your interest in the position of

Air Pollution Control Officer



The Opportunity

The Placer County Air Pollution Control District is recruiting throughout California as well as nationally for a skilled executive to lead this high-performance organization. This uncommon leader will work with a dynamic and progressive board and have the ability to oversee and manage a small yet talented technical team as well as the supporting staff of this acclaimed and award-winning agency. The successful candidate will be forward-thinking, strategic, entrepreneurial, and innovative while operating in a highly regulated environment that is data and policy driven. Having a strong record of success in managing a multi-faceted organization as well as a strong business and financial acumen, the new Director (Air Pollution Control Officer) will skillfully be able to navigate statewide and national environmental and air quality policies and will be actively involved with proposed and mandated legislation in both Sacramento and Washington, DC. This senior-level executive will be results-driven, with an entrepreneurial approach to problem-solving and ethical decision-making complemented by superior interpersonal and communication skills.

Placer County – A Great Place to Work and Live

Placer County represents a growing and prosperous community characterized by a healthy and mature economy, attractive business environment, and residents who benefit from an abundant array of recreational opportunities. Outdoor activities include hiking and biking, horseback riding, river rafting, boating on Folsom Lake and the Delta, snowshoeing, and skiing.

Placer County encompasses 1,506 square miles (including 82 square miles of water) and is located 80 miles northeast of San Francisco, California. Total population is approximately 367,000 in both the unincorporated and incorporated (Auburn, Colfax, Lincoln, Loomis, Rocklin, and Roseville) areas of the County.

The government center of Placer County (located in Auburn) is well positioned 30 miles northeast of Sacramento, the State capital. Residential housing throughout Placer County is affordable by California standards and draws many to the area for the numerous quality of life attributes.

Placer County residents value the natural beauty of the area and the quality of life, clean air, and blue skies offered in the region. Additionally, and important to note, the County is conservative in nature both fiscally and as it relates to administering rules and regulations. Placer County has traditionally been very pro-business yet recognizes the need to balance the broad range of environmental regulations to ensure quality of life for generations to come.

Within two hours or less, Placer County residents can be in the Sierra Mountains at Lake Tahoe, visiting the Pacific Ocean beaches, enjoying Napa Valley or partaking in the abundance of arts and culture in San Francisco.

Placer County Air Pollution Control District

The Placer County Air Pollution Control District (“District”) is one of 35 local air pollution control agencies established pursuant to Section 40002 of the California Health & Safety Code. The District’s governing Board of Directors is composed of nine elected officials with each local jurisdiction in the county having continuous representation on the Board. Three seats are held by members of the County Board of Supervisors (by appointment) and each of the six incorporated municipalities appoints a member of their city council or town council.

The mission of the Placer County Air Pollution Control District is to manage the County’s air quality in a manner to protect and promote public health by controlling and seeking reductions of air pollutants while recognizing and considering the economic and environmental impacts. District staff seek to accomplish this mission by focusing on eight specific goals:

- Regulate air pollutant emissions from stationary sources;
- Seek quantitative reductions in amounts of air pollutants being released within the County;
- Respond to and investigate non-compliant events and sources of emissions in an efficient manner;
- Mitigate effects of growth through quality planning measures;
- Pool resources with other agencies, districts, and jurisdictions;
- Market and promote the positive impacts the District is making on the air quality in the County;
- Reduce mobile source emissions through collaborative efforts with planning and transportation entities; and
- Improve District business processes and internal operations so as to provide cost effective and quality service to the citizens and industry of Placer County.



To achieve its mission, District operations are structured into major program areas. The major programs can be summarized as:

- Stationary Source Permitting and Inspections
- Open Burning
- Air Quality Planning
- Land Use Planning
- Air Toxics Assessment and Control
- Air Monitoring
- Enforcement
- Complaint Response
- Public Education and Incentives

The Placer County Air Pollution Control District is a “county” district with its jurisdiction within the boundaries of the County of Placer. The District is unique in the state, in that it is the only district that includes portions of three different air basins: the **Sacramento Valley Air Basin** is shared with eight other air districts; the **Mountain Counties Air Basin** is shared with six other air districts which are wholly or partially within the Mountain Counties Air Basin; and the California portion of the **Lake Tahoe Air Basin** is shared between Placer County APCD and El Dorado County APCD.

District staff members are Placer County employees working for the Placer County Air Pollution Control District as ex-officio employees and officers. As provided for by State law, the head of each local air district has the title of Air Pollution Control Officer (APCO). On matters of District business, the Director (APCO) receives direction from and reports directly to the District Board.

The District’s proposed budget for FY 15/16 is approximately \$4.6 million with 18 funded positions. The District has healthy reserves and owns and operates from the building at 110 Maple Street in Auburn, with a portion of the building leased to a tenant.

The Position

Appointed by the District’s Board, the Air Pollution Control Officer (“Director”) provides policy and fiscal direction for the District. The position vacancy is the result of the pending retirement of Tom Christofk, who has held the position since 2002.

The Director receives policy direction from the Board of Directors as well as some administrative direction from the County Executive Officer in order to plan, direct, and review the activities and operations of the District including enforcement of Federal, State, and local air pollution control statutes and regulations.

Specific responsibilities for this position include:

- Develop, plan, and implement District goals and objectives; recommend and administer policies and procedures; provide staff leadership on policy planning for air pollution related activities.

- Coordinate District activities with those of other governmental agencies, organizations, and appropriate partners; provide staff assistance to the County Executive Officer, Board of Supervisors, and the County Air Pollution Control District Board.
- Supervise and participate in the development and administration of the Air Pollution Control budget.
- Direct, oversee, and participate in the development of the District’s work plan; assign work activities, projects, and programs; monitor work flow; prepare long range plans; review and evaluate work products, methods, and procedures.
- Select, train, motivate, and evaluate personnel; maintain discipline and high standards necessary for the efficient and professional operation of the District.
- Represent the District to outside groups and organizations; participate in outside community and professional groups and committees; provide technical assistance as necessary.
- Research and prepare technical and administrative reports and studies.

Challenges and Opportunities

- Exceed expectations by always looking for better ways to achieve a desired outcome;
- Continue to improve internal operations and cost efficiencies through enhanced technology implementations for both office staff, technical staff, and field inspectors;
- Review fleet and facility related operations and service contracts for possible improvements and cost savings; and
- Evaluate and review procedures including personnel resources and succession planning process to ensure the District continues to be staffed with a professional and highly motivated team.

The Ideal Candidate

The Director is the chief spokesperson for the District and will have dynamic leadership combined with outstanding interpersonal and excellent communication skills. The next APCO will be chosen because they are a leader and know how to manage an organization that is responsible for an abundance of air pollution control programs as a regulator. At the same time, this leader will understand operational needs of small to large businesses and strongly promote the County’s preference for voluntary compliance and the continued promotion of a business friendly environment. The Director will also demonstrate very strong administrative ability in the areas of management, public finance, personnel, and organizational skills. The Director will have unquestionable ethics and high standards.

Additionally, the Director will be recognized as having the ability to provide the District with strong and progressive leadership complemented by:

- An entrepreneurial approach to operating a public entity that is both a regulator and an innovator;
- An accessible, proactive, and approachable management style;
- A strategic outlook and the ability to drive innovation forward as a statewide and national industry leader;
- A laser focus on achieving the District's goals and mission with a strategy that points to best practices and a high performance team;
- A thorough knowledge of administrative and legislative practices;
- High level understanding of methods to evaluate and control sources of air pollution.
- Exceptional leadership skills to coach, inspire, encourage, and solicit staff participation;
- An understanding of political interactions and the ability to build strong relationships with a variety of individuals at any level in the organization, community, and local agencies;
- The confidence to voice his/her opinions candidly yet, provide all alternatives to the Board for its consideration; and
- Excellent writing skills, a highly articulate oral communication style, and the ability to clearly explain complex issues to a wide variety of stakeholders.

In summary, the Director must have achieved a notable level of success in a wide variety of complex managerial and/or technical air pollution control functions and programs.

Qualifying Experience and Education

Education – Equivalent to a Bachelor's degree from an accredited college or university with major course work in engineering, environmental health science, life science, or a related field.

Experience – Five (5) years of increasingly responsible experience including four (4) years of direct supervisory, budget, program, and management responsibility. Specific experience in the air quality or environmental arena is highly desirable yet less important to the Board when searching for that uncommon leader who will oversee the technical programs through a talented and supportive staff.

All highly qualified candidates are strongly encouraged to apply. In an effort to find the most suitable candidate, the District Board will consider a broad spectrum of talented individuals, locally, statewide, and on a national basis. The Board will give full consideration to candidates who demonstrate the right combination of experience, expertise, personal characteristics, and leadership skills necessary to best lead Placer County Air Pollution Control District into the future.

Compensation and Benefits

The annual compensation for this executive level position is highly competitive for the region. The Board will negotiate with the selected candidate a mutually agreeable employment agreement that may include moving and relocation expenses. Excellent benefit package including CalPERS retirement. Further details on salary and benefits are available by contacting Ralph Andersen & Associates.

To Be Considered

This is a **confidential recruitment** and will be handled accordingly throughout the various stages of the process. Candidates should be aware that references **will not** be contacted until mutual interest has been established. **Interested candidates are strongly encouraged to apply early in the process and prior to September 25, 2015.** Electronic submittals are strongly preferred via email to Ralph Andersen & Associates at apply@ralphandersen.com and should include a compelling cover letter, comprehensive resume, and salary history.

Ralph Andersen & Associates will conduct the initial evaluation of submitted materials to determine the best overall match with the established criteria as outlined in this recruitment profile. Candidates will also be required to respond to supplemental questions to assess management approach, writing skills, and overall fit as well as demonstrate presentation skills in this high profile position. This comprehensive process will include a preliminary screening by the Search Committee, a sub-set of the Board. Finalist interviews will be conducted with the entire Board in late October or early November. Every effort will be made by the outgoing Director in concert with the Board of Directors to ensure a smooth transition and as appropriate, incorporate an introduction to District staff as part of the final selection process.

Confidential inquiries welcomed at (916) 630-4900 to Heather Renschler at Ralph Andersen & Associates.

Placer County is an equal opportunity employer and is committed to an active nondiscrimination program. It is the stated policy of Placer County that harassment and retaliation is prohibited and that all employees and applicants shall receive equal consideration and treatment. All recruitment, hiring, transfer and promotion will be based on the qualifications of the individual for the positions being filled regardless of sex, sexual orientation, race, color, ancestry, religious creed, national origin, physical disability (Including HIV and AIDS), mental disability, medical condition (cancer or genetic characteristics/information), age (40 or over), marital status, pregnancy, childbirth and related medical conditions, or any other classification protected by federal, state or local laws or ordinance. Please contact the Personnel Department at least 5 working days before a scheduled examination if you require accommodation in the examination process. Medical disability verification may be required prior to accommodation.

