

**Advisory Council Minutes
January 22, 2015
Spokane Regional Clean Air Agency**

Members Present:

Doug Bleeker, Fire Protection
Hal Ophus, Business Community
Chester Jahns, Jr., Agriculture
Raymond, Byrne, Public Health
Ron Edgar, Chemistry
Doug Pottratz, Member at Large

Staff Present:

Julie Oliver, Director
Matt Holmquist, Compliance Administrator
Joe Southwell, Engineer II
Debbie Riley, Secretary II

The meeting was called to order at 8:00 a.m.

1. Introduce New Advisory Members

Introductions of the new Advisory Council members were made.

2. Election of Vice- Chair For 2015

The first meeting of every year the Advisory Council elects a new Vice-Chair. Raymond Byrne made a motion to nominate Jana McDonald to be the Vice-Chair and Doug Pottratz seconded it. Motion passed.

3. Approval of the October 23, 2014 Minutes and the December 11, 2014 Minutes

Raymond Byrne moved to approve the October 23, 2014 minutes and the December 11, 2014 minutes and Chet Jahns seconded it. Minutes approved.

4. Strategic Planning Activities & Board Retreat

Julie discussed the proposed approach to the strategic planning for SRCAA and the Board Retreat Facilitation. The proposal regarding the strategic planning process would include hiring a professional consultant. SRCAA staff would prepare background information for the

work sessions at the February and March Board meetings. The consultant would write a full report including the vision and the action plan for the Board, Advisory Council, and staff. The final report would serve as the agency's strategic plan for the next 5 years. Any follow up work would be part of the fiscal year 2016 budget.

5. Programs & Operations Required Under Federal or State Law

Matt gave a brief discussion about the programs and operations required under Federal or State law for SRCAA. What drives what we do at SRCAA, underlying requirements, program requirements, a summary of program activities and activities administered at other local clean air agencies.

6. Know Issues the Agency Will Need to Address over the Next 5 yrs. – Part 1: Building & Other Reserve Account Needs

Julie gave an overview on some of the issues the agency will need to address over the next 5 years including building and other reserve account needs. Other reserve accounts we are looking at include: vehicles, air monitoring equipment, and computer/IT software. The agency will provide updated estimated building and other reserve account needs at the March Board meeting.

The meeting adjourned at 9:07 A.M.

The next Advisory Council meeting is scheduled for February 26, 2015, in Spokane Regional Clean Air Agency's office located at 3104 E. Augusta Ave.

ADVISORY COUNCIL MEMBER

JULIE OLIVER, DIRECTOR