

Spokane Regional Clean Air Agency

Advisory Council Minutes

July 23, 2020

Members Present:

Deborah Bisenius, Environmental
Ron Edgar, Chemistry
Bud Leber, Industry
Raymond Byrne, Public Health
Hal Ophus, Business Community
Jana McDonald, Air Pollution Control

Staff Present:

Julie Oliver, Executive Director
Amber Ellis, Administrative Assistant

The meeting was called to order at 8:01 a.m.

1. Introductions

Advisory Council members and staff introduced themselves.

2. Approval of the February 27, 2020 Minute

Ron motioned to accept the February 27, 2020 minutes and Bud seconded the motion. Minutes approved.

3. Follow-up to February SRCAA Board of Directors Meetings – Julie

The Board adopted a modified job description for the Executive Director that closer aligns with the recruitment materials. Public Records Disclosure Policy updated, due to recent litigation. Second hearing for the New Source Review and General Regulation updates. Board adopted the regulation updates, they go into effect September 1, 2020. Discussion of building maintenance including multiple repairs on the air conditioning unit and electrical work for the electrical circuit that runs the sprinkler system. COVID-19 safety barriers have been installed to aid with social distancing measures including plexiglass and curtains.

We will continue with the hiring process for an Admin Assistant now that safety barriers are in place.

4. Update on recruitment for a new Executive Director

There have been several conversations with the recruiter working on filling the executive director position and the dates need to be confirmed for the session to review the semi-finalists and to design the final interview. The review and design will be conducted in

executive session due to confidentiality and it will be conducted remotely, because it will still be while we are under the most recent open public meetings proclamation prohibiting meetings. The recruiter will not be able to facilitate the discussion and control the technology at the same time, so Michelle Fossum, legal counsel, could set up and manage the technology if that is what the Board would like. The Board agreed to have Michelle Fossum set up and manage the technology portion. The date for the interviews needs to be set-up. The Board would like to handle interviews with 45 minutes for the interviews and 15 minutes for discussion between the Board. The Board would like to meet the finalists in person before offering the job position. The new Executive Director will probably around October 1, 2020. Julie will stay on and work remotely until then.

5. Existing facility and new facility lease

Board made a decision to lease space at the Enduris facility. Overview of the process we have gone through to come to this decision. Julie explained the needs of the Agency based on size, improvements needed, monitoring facilities, and new safety precautions. Discussion ensued.

6. Advisory Council Comments/Concerns and Next Month's Meeting

Deb had some questions regarding what the Board was allowed to discuss and make decisions on at meetings during quarantine. Question regarding public hearings and the response from the public. Discussion ensued.

The meeting adjourned at 8:54 a.m.

Motion to adjourn by Bud, seconded by Jana. Meeting adjourned.

The next Advisory Council Meeting is scheduled August 27, 2020 at Spokane Regional Clean Air Agency's office located at 3104 E Augusta Ave.

Advisory Council Member

Julie Oliver, Executive Director