



SPOKANE REGIONAL CLEAN AIR AGENCY BOARD MEETING MINUTES

April 4, 2019 9:30 a.m.
Spokane Clean Air's Conference Room
at 3104 E. Augusta Ave.

BOARD MEMBERS:

Al French, Commissioner (Chair)
Kate Burke, City of Spokane (Absent)
Tom Brattebo, Member at Large (VC)(Absent)
Kevin Freeman, Mayor of Millwood,
Small Cities & Towns
Rod Higgins, Mayor, City of Spokane Valley

STAFF MEMBERS PRESENT:

Julie Oliver, Executive Director
Lisa Woodard, Comm./Outreach Section Manager
Lori Rodriguez, Compliance Section Manager
April Westby, PE, Supervisory Engineer
Mark Rowe, Monitoring Section Manager
Michelle Zernick, Finance & HR Sect. Mgr.
Margee Chambers, Rule Writer/SIP Planner
Mary Kataoka, Administrative Assistant

OTHERS PRESENT:

Michelle Fossum & Kristina Montanez, Legal Counsel
Ron Edgar, Advisory Council Member

WORK SESSION: Called to order at 9:32 a.m.

1. Annual Open Public Meetings Act and Public Records Act Training – Michelle Fossum
Michelle gave an overview of her PowerPoint presentation of the changes that have taken place since the Board's last training. Discussion ensued.
2. Review of Board of Director's Bylaws – Julie Oliver
Julie gave an overview of the updates identified in the Bylaws and would like any recommendations from the Board Members by April 15th so that they can be incorporated into the Bylaws and presented at the May board meeting. Some discussion ensued.

BOARD MEETING: 9:30 a.m.

1. **Advisory Council Report** – Ron Edgar – There was no February Advisory Council meeting.
2. **Executive Director's Report** – Julie Oliver – Mike McKay was recognized for his 20 years of service and awarded a 20-year plaque. Staff received training on Office 365 and the office has enrolled in the Remote Desktop Deposit which will reduce trips to the bank. SRCAA has submitted a Local Records Technology Tools grant application. The leased copier is being replaced with a new leased

copier that has more modern functions for the office. The Martin Luther King Jr. Family Outreach Center Board has given approval for the use of the East Central Community Center for an air quality site monitoring location. We will be working on a site use agreement over the next few months. On March 20th, Senator Maria Cantwell held a press conference on the Wildfire Management Technology Advancement Act that was part of the Natural Resources Management Act and Julie represented public health and air quality and spoke about the Interagency Wildland Fire Air Quality Response Program. The building was hit by a vehicle and the covering for the fiber optics was broken.

The Presidential Administration has again proposed for federal fiscal year 2020 a thirty-three percent reduction in SRCAA's federal grants. If the Board agrees, Julie will prepare a letter to congress regarding funding. Discussion ensued and the Board Members present agreed for Julie to prepare a letter for Commissioner French's and Julie's signatures.

Julie will be attending the NACAA meeting at the end of April. A variance application has been received and involves SRCAA's regulations and the State's rules.

ACTION ITEMS/POTENTIAL ACTION ITEMS:

3. Consent Agenda

- a. Approval of the February, 2019 Board Minutes
- b. Approval of Vouchers for February, 2019, numbered 11133 thru 11162 and 11164 thru 11174 with claims totaling \$49,885.47 and payroll numbered 11131, 11132, 11163 and EFTs totaling \$166,945.88 – for a Grand Total of \$216,831.35

Rod Higgins moved to approve the consent agenda as presented and Kevin Freeman seconded it. Motion passed unanimously.

4. PUBLIC HEARING ITEMS: There were no public hearing items.

NON-ACTION ITEMS:

Commissioner French asked the Board Members and staff if the activity report items could be taken prior to the executive session so that staff could move on with their work day. The Board, staff and legal counsel agreed.

6. Activity Reports:

a. **Public Information/Education Update – Lisa Woodard** – Overviews of the March communications and education activity were given on the following: Community events/school programs/presentations; social media; compliance assistance/business recognition program; asbestos; ongoing/special projects; and upcoming events.

b. **Compliance Activity – Lori Rodriguez** – Outdoor burning inquiries are up and some complaints. Last February there were five odor complaints and three were marijuana related; one could be investigated but the other two were drive byes. Since it is past March 1st, we do have some ability to investigate those drive by complaints. Since January staff have been very busy with marijuana exemptions, enforcement, registration and rulemaking. It's been a busy time with technology updates, etc. so it has been hard to get a lot of source inspections done.

c. Permitting Activity – April Westby – Three new applications came in for permanent point sources in March and one temporary. We have had a lot of inquiries, phone calls, pre-applications, etc.; this is the time of year when the Title V Sources have annual stack testing requirements also.

d. Air Monitoring Activity – Mark Rowe – There were six days of moderate air quality for February.

e. Financial Status Report & Mid-year Budget Review– Michelle Zernick – There is nothing substantial in the Treasurers Report for February. With updates of what is going on now, we are at about 97.5 percent of the emission-based registration fees that we have collected so far to date. We are starting to prepare the categorical registration invoices. The Treasure’s Report does reflect the cost allocation through December 2018. We will begin working on the March 30th allocations soon. While we are doing our budget development right now, we have started to complete an internal audit of the accounts and have identified a few of the internal transfers for the reserve accounts that were missed in the very beginning; those are caught up and up-to-date and you will see a few reflected in this report and then some were completed in March and will be seen on the next report.

5. Executive Session (Purpose will be announced if session is needed.)

Michelle Fossum stated that Julie Oliver, Lori Rodriguez, Kristina Montanez and the Board Members present will be in executive session for approximately 25 minutes under RCW 42.30.110(1)(i) for litigation/potential litigation/enforcement actions at 10:18 a.m. Kevin came out of the executive session and extended the session for another five minutes. The board meeting reconvened at 10:47 a.m. There has been no decision made as a result of the executive session.

7. Public Forum – There was no public comment.

8. Board Concerns – There will be a quorum for the May meeting. Kevin Freeman will be absent.

9. Next Board Meeting – 9:30 a.m., Thursday May 2, 2019.

10. Adjournment – The board meeting was adjourned at 10:51 a.m.

COMMISSIONER AL FRENCH, CHAIR

JULIE OLIVER, EXECUTIVE DIRECTOR