



SPOKANE REGIONAL CLEAN AIR AGENCY BOARD MEETING MINUTES

December 3, 2020 9:30 a.m.
Spokane Clean Air Tele-Conference
at 3104 E. Augusta Ave.

BOARD MEMBERS:

Al French, County Commissioner (Chair)
Jim Simon, City of Spokane Representative
Tom Brattebo, Member at Large
Kevin Freeman, Mayor of Millwood, Small
Cities & Towns Representative (VC)
Rod Higgins, City of Spokane Valley

STAFF MEMBERS PRESENT:

Scott Windsor, Executive Director
Michelle Zernick, Finance & HR Section Mgr.

OTHERS PRESENT:

Michelle Fossum, Legal Counsel
John Dietzman

WORK SESSION: There was no work session.

BOARD MEETING: 9:33 a.m.

- 1. Advisory Council Report** – November and December meetings are being combined for the December 10th, 2020, Advisory Council meeting – Ray Byrne
- 2. Executive Director's Report** – Scott participated in the Washington Air Quality Managers Group meeting prior to the Northwest Air Directors annual meetings on November 16th and 17th. Wide variety of issues were discussed with the Environmental Protection Agency (EPA) with focus on smoke management. Staff participated in workshop with Rhizome Collaborative for desired website improvements. The EPA is somewhat on hold now with the new administration coming on.

Everyone agreed the web page needs to be easy for our customers to use. Staff stressed the ease of navigation for education and business customers. They also need the site to be easily updated and allow for the use of handheld devices to access all elements of the site.

The new facility plans are still at the City of Spokane's permitting process. Expected date for permits is December 4th. Please see attached estimate of costs for the project which represents savings for SRCAA compared to earlier estimates.

There were three applicants for the Advisory Council. One from Industry, one from Agriculture and one from Environmental. All three appear to be qualified and are willing to serve on the Council.

Conditions for working at the office and at home have been modified. While encouraging working from home, increased access for those employees needing access to files and materials not available online is being accommodated.

All billing for Spokane's eight AOP's (Air Operating Permit/Large industrial) have been calculated and billed. Of the eight AOP's, four are current and four need renewed but we are waiting for clarification from the EPA.

The Office of the State Auditor has completed a rough draft of their findings concerning audit of the agency's financials from 2018 and 2019. The agency is planning on responding to the rough draft. After the agency responds, Mayor Freeman, staff and the State Auditor's office will sit down and discuss the final findings.

ACTION ITEMS/POTENTIAL ACTION ITEMS:

3. Consent Agenda

- a. Approval of the November 5, 2020 Board Minutes
- b. Approval of Vouchers for November, 2020, numbered 12043 thru 12051 and 12054 thru 12077 with Claims totaling \$30,739.49 and Payroll numbered 12052, 12053 and 12078 and EFTs totaling \$203,728.05 – for a Grand Total of \$234,467.54

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

4. Resolution No. 20-14 – Appointment of Advisory Council Positions for Industry, Agricultural and Environmental.

Scott stated that there were three applicants and all three fit the vacant roles well.

Rod Higgins moved to approve Resolution No. 20-14 as presented and Tom Brattebo seconded it. Motion passed unanimously.

NON-ACTION ITEMS:

5. Executive Session(s) (Purpose will be announced if needed.) Per RCW 42.30.110(1)(a)(i). There was no executive session.

6. Activity Reports: October – Scott Windsor gave a brief overview of a flighting event which is where our air quality goes off the scale for some reason not related to anything that we could help prevent or be responsible for such as a windstorm, dust storm or forest fires. Scott gave the Board the background for a flighting event.

Scott stated to the Board that he advertised for the At Large position on the board and received no responses except for Tom Brattebo who expressed the willingness and the desire to continue in this position.

Rod Higgins moved to have Scott Windsor come back at the January board meeting with a Resolution retaining Tom Brattebo in the At Large position on the board and Kevin Freeman seconded it. Motion approved.

7. **Public Forum** – There were no public comments.

8. **Board Concerns** – The Board stated that there will be a quorum for the January 7, 2021 board meeting and it is okay for Michelle to sign on behalf of the Board Members.

Next Board Meeting – 9:30 a.m., Thursday January 7, 2021.

9. **Adjournment** – The board meeting was adjourned at 9:48 a.m.

COMMISSIONER AL FRENCH, CHAIR

SCOTT WINDSOR, EXECUTIVE DIRECTOR