



1610 S. Technology Blvd., Suite 101  
Spokane, WA 99224  
[SpokaneCleanAir.org](http://SpokaneCleanAir.org)

## **SPOKANE REGIONAL CLEAN AIR AGENCY BOARD MEETING MINUTES**

**February 1, 2024, 9:30 a.m.**  
**Spokane Clean Air In-Person and Remote**

### **BOARD MEETING ATTENDEES:**

Tom Brattebo, Member at Large  
Margee Chambers, Air Resource Specialist (ZOOM)  
Ron Edgar, Advisory Council, Chemistry  
Michelle Fossum, Legal Counsel  
Al French, County Commissioner, Chair (ZOOM)  
Chris Grover, Mayor of Cheney, Small Cities & Towns Representative (ZOOM)  
Rod Higgins, City of Spokane Valley  
Viktoria Lyfar, County Commissioner Assistant (ZOOM)  
Lori Rodriguez, Compliance Manager  
Mark Rowe, Monitoring Section Manager  
Jim Simon, City of Spokane Representative, Vice Chair (ZOOM)  
April Westby, PE, Supervisory Engineer  
Scott Windsor, Executive Director  
Lisa Woodard, Communications/Outreach Manager  
Michelle Zernick, Finance & HR Manager

### **WORK SESSION: 9:30-9:58am**

1. Roll call for Board attendees.

### **BOARD MEETING:**

2. Advisory Council Report – Ron Edgar gave an overview of the advisory council meeting. There was an election for vice chair. Ron Edgar received that vote. The topic of discussions covered overburdened communities and wildfire chipping.
3. Executive Director’s Report for January – The Agency has been recognized as a “Platinum” employer by the Spokane CTR program. The City of Spokane Valley has informed us that Councilman Rod Higgins will continue to participate on our Board of Directors. The State Auditor has begun the process of finalizing our last audit. We should get the final letter soon with an exit conference. The Agency has been notified it has received a sub-award for funding concerning wildfire smoke education and outreach. There is a resolution for it during this meeting. The Governor visited the City of Spokane on Jan. 31<sup>st</sup> to learn more about air quality monitoring in Spokane. The Advisory Council has all positions filled for the current year. The Agency had all staff work from home on January 17th. After the January Board meeting, we finalized a memo of understanding with Spokane County Department of Emergency Management to distribute funds to be used to address organic wildfire debris. The Department of

Ecology released its “Improving Air Quality in Overburdened Communities Highly Impacted by Air Pollution 2023 Report” on December 27<sup>th</sup>. We are still evaluating.

4. Public Comment – There were no public comments.

**ACTION ITEMS/POTENTIAL ACTION ITEMS:**

5. Consent Agenda – Action Item:
- a. Approval of the January 4, 2023, Board Minutes
  - b. Approval of Vouchers for January, 2024, numbered 13467 thru 13489 and 13491 thru 13499 with Claims totaling \$64,916.15 and Payroll numbered 13465, 13466 and 13490 and EFTs totaling \$179,786.92 – for a Grand Total of \$244,703.07

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

6. Executive Session(s): Start 9:39-9:45am
- a. RCW 42.30.110(1)(i) – Potential Litigation – Michelle Fossum, Legal Counsel (5 mins.). No decisions were made.

**PUBLIC HEARING ITEMS:**

7. Resolution 24-03 – A Resolution Amending The FY2024 Budget For An EPA Funded Wildfire Smoke Grant Subaward For FY2024 And FY2025

There were no public comments. Rod Higgins moved to approve Resolution No. 24-03 as presented and Chris Glover seconded it. Motion passed with a 4-0 vote as Mr. Simon has recused himself.

**NON-ACTION ITEMS:**

8. Activity Reports – December
- a. Lisa gave an overview for December.
  - b. Lori gave an overview for December.
  - c. April gave an overview for December.
  - d. Mark gave an overview of the air quality for the month of December.
  - e. Michelle gave an overview for December.
9. Board Concerns – There were no board concerns.

Next Board Meeting – There will be a quorum for the next board meeting at 9:30 a.m., Thursday, March 7, 2024.

10. Adjournment – The board meeting was adjourned at 9:58 a.m.

---

COMMISSIONER AL FRENCH, CHAIR

---

SCOTT WINDSOR, EXECUTIVE DIRECTOR