



1610 S. Technology Blvd., Suite 101
Spokane, WA 99224

SpokaneCleanAir.org

SPOKANE REGIONAL CLEAN AIR AGENCY BOARD MEETING MINUTES

January 4, 2024 9:30 a.m.
Spokane Clean Air In-Person and Remote

BOARD MEMBERS:

Al French, County Commissioner, Chair (ZOOM)
Jim Simon, City of Spokane
Representative, Vice Chair (Absent)
Rod Higgins, City of Spokane Valley
Tom Brattebo, Member at Large
Chris Grover, Mayor of Cheney, Small
Cities & Towns Representative (ZOOM)

STAFF MEMBERS:

Scott Windsor, Executive Director
April Westby, PE, Supervisory Engineer
Lori Rodriguez, Compliance Manager
Michelle Zernick, Finance & HR Manager
Mark Rowe, Monitoring Section Manager
Lisa Woodard, Communications/Outreach
Manager
Calie Maki, Administrative Assistant

OTHERS PRESENT:

Michelle Fossum, Legal Counsel
Viktoria Lyfar, County Commissioner Assistant (ZOOM)

PUBLIC PRESENT:

WORK SESSION: 9:30am

1. Roll call for Board attendees.

BOARD MEETING:

1. Executive Director's Report for December – The Agency has worked to provide a suitable resolution to provide funding to wildfire cleanup efforts to avoid the burning of tree debris. Two nominations were received for the Small Towns and Cities representative on the Board of Directors. Ballots have been mailed out and we received 7 ballots. Mayor Chris Grover of the City of Cheney was elected and will begin his 4-year term 1/1/2024. The Agency has continued to identify grant opportunities as they arise. The Advisory Council did not meet in December due to holidays. The Agency has received fewer NOI's (Wildfire related) this last month. The term for Board membership for the City of Spokane Valley expired at the end of the year. Spokane Valley will appoint a Board member after the start of the New Year. The Department of Ecology released its "Improving Air Quality in Overburdened Communities Highly Impacted by Air Pollution 2023 Report" on December 27th. We are evaluating the contents and findings currently.
2. Public Comment – There were no public comments.

ACTION ITEMS/POTENTIAL ACTION ITEMS:

3. Consent Agenda – Action Item:
 - a. Approval of the December 7, 2023, Board Minutes

- b. Approval of Vouchers for December, 2023, numbered 13435 thru 13439, 13442 thru 13458, and 13460 thru 13464 with Claims totaling \$47,496.50 and Payroll numbered 13440, 13441 and 13459 and EFTs totaling \$181,154.28 – for a Grand Total of \$228,647.78

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

4. Resolution 24-01 – A Resolution Amending Spokane Regional Clean Air Agency Board Of Directors By Laws.

There were no public comments. Tom Brattebo moved to approve Resolution No. 24-01 as presented and Chris Glover seconded it. Motion passed unanimously.

5. Executive Session(s): Start 9:38am
 - a. RCW 42.30.110(1)(g) – Executive Director’s Performance Evaluation – Michelle Fossum, Legal Counsel (5 mins.) End 9:49am

PUBLIC HEARING ITEMS:

6. Resolution 24-02 – A Resolution Authorizing The Use Of Project Reserve Funds (005) In The Amount Of \$40,000 To Assist With Expenses For Collection And Chipping Of Vegetative Debris Resulting From The August 2023 Gray And Oregon Wildfires.

There were no public comments. Tom Brattebo moved to approve Resolution No. 24-02 as presented and Chris Glover seconded it. Motion passed unanimously.

7. Seeking board approval to enter into an Interlocal Agreement with Spokane County for the use of Project Reserve Funds for chipping of natural vegetative debris resulting from August 2023 Gray and Oregon Road wildfires.

There were no public comments. Tom Brattebo moved to approve for the Executive Director to sign into an Interlock Agreement with Spokane County as presented and Chris Glover seconded it. Motion passed unanimously.

NON-ACTION ITEMS:

7. Activity Reports – November
 - a. Lisa gave an overview for November’s wood heating/outdoor burning, media, clean air calendar/report, school/library partnerships, wildfire smoke, wood heating season and upcoming events.
 - b. Lori gave an overview of compliance and wildfire numbers. There were 101 NOIs filed this month. The Otis Hotel appeal has a court date for March. Wildfire numbers are: 217 NOI 277 structures, 50 had asbestos. EPA is in town working on an investigation. The council brought up the Puget Sound case. The resolution to that case is that staff is now allowed to approve notices of construction.
 - c. April gave an overview of the engineering department. The agency received two new NOCs applications for a crematory and a wood fire boiler. Inland Paper’s NOC will be renewed this week. Registration gets mailed out 1/5/2024. That will bring in work as sources will ask for a review of their emissions. Discussion ensued.

d. Mark gave an overview of the air quality for the month of November. The daily AQI had 17 moderate days in PM2.5 and 13 good. There was an air quality burn ban on 11/28-11/30/2023. The remainder of the month had very stagnant air. Discussion ensued.

e. Michelle gave an overview of the budget totals. November is on budget. Registration billing will be mailed out 1/5/2024. AOP invoicing was mailed and all, but one has been paid. There were no major expenses.

8. Board Concerns – Requested and received a verbal approval from Chris Grover for Michelle Zernick to sign on his behalf until SRCAA can get that approval in writing. In the Executive Session, so decision was made. The executive director does not have a salary adjustment but he did get his 3% COLA like everyone else.

Next Board Meeting – There will be a quorum for the next board meeting at 9:30 a.m., Thursday, February 1, 2024.

9. Adjournment – The board meeting was adjourned at 10:18 a.m.

COMMISSIONER AL FRENCH, CHAIR

SCOTT WINDSOR, EXECUTIVE DIRECTOR