



SPOKANE REGIONAL CLEAN AIR AGENCY BOARD MEETING MINUTES

**July 9, 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:

Julie Oliver, Executive Director
Michelle Zernick, Finance & HR Section Mgr.
Margee Chambers, Rule Writer/SIP Planner

OTHERS PRESENT:

Michelle Fossum, Legal Counsel

WORK SESSION: There was no work session.

BOARD MEETING: 9:30 a.m.

- 1. Advisory Council Report** – There was no Advisory Council report; June meeting was cancelled.
- 2. Executive Director's Report** – An employee hit a car stopped in front of them. The vehicles were undamaged and there were no injuries. The week of June 22nd we discovered the air conditioning went out in the reception and the associated area. The repairs were completed by July 2nd. COVID-19 safety barriers have been installed to aid with social distancing measures including plexiglass and curtains. 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 in-person 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.

ACTION ITEMS/POTENTIAL ACTION ITEMS:

3. Consent Agenda

- a. Approval of the June 4, 2020 Board Minutes
- b. Approval of the June 17, 2020 Board Minutes
- c. Approval of Vouchers for June, 2020, numbered 11834 thru 11860 and 11862 thru 11886 with Claims totaling \$53,675.73 and Payroll numbered 11832, 11833 and 11861 and EFTs totaling \$170,817.11 – for a Grand Total of \$224,493.04

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

The Board Members present authorized Michelle Zernick to sign the consent agenda and any resolutions approved by them.

4. Resolution No. 20-06 – Adopting a Modified Executive Director Job Description – Julie Oliver gave a brief overview of the job description.

Rod Higgins moved to approve Resolution No. 20-06 as presented and Kevin Freeman seconded it. Motion passed unanimously.

5. Resolution No. 20-07 – Updating the Public Records Disclosure Policy – Michelle Zernick gave an overview of the updates. Some discussion ensued between Michelle and Commissioner French.

Kevin Freeman moved to approve Resolution No. 20-07 as presented and Rod Higgins seconded it. Motion passed unanimously.

6. PUBLIC HEARING ITEM(S):

- a. **Resolution No. 20-08** – Adopting New Source Review and General Regulation Updates, Amending Spokane Regional Clean Air Agency Regulation I, Articles I, II, IV, V, VI and X, and Amending the Consolidated Fee Schedule – Margee Chambers gave an overview of the updates to the regulation.

During the prehearing presentation, Margee pointed out a typographical error in the adoption by reference section, Article II, Section 2.14(A)(1) where SRCAA adopts by reference WAC 173-400-105. There were extra numbers on that adoption by reference line item. To correct the error, the extra text, “040(“, could be deleted so that the regulation reads:

173-400-105 – Records, monitoring, and reporting. (a) Exceptions. The following subsections are not adopted by reference: 105(3, 4, 6, and 8)

instead of:

173-400-105 – Records, monitoring, and reporting. (a) Exceptions. The following subsections are not adopted by reference: 105(3, 4, 6, and 040(8)

Margee went on to explain that if the Board adopted this correction, SRCAA would call out the correction in the Concise Explanatory Statement that is generated at the end of the rule making process and in the CR-103 that is filed with the Office of the Code Reviser. Some discussion ensued about the possible correction to the document between the Board, Margee and Legal Counsel.

Also during the pre-hearing presentation question and answer period, Kelly Vigeland pointed out another typographical error in Article I, Section 1.04(a)(123). In the definition for vent “thought” should be “through.” If the Board also chose to adopt this correction, it would also be called out in the Concise Explanatory Statement.

Deb Bisenius stated that she appreciates the effort that has been put into this because it is a massive overhaul to the regulation. Also, what is the process if other oversites are identified to amend, would it be an annual process or is it just whenever this coordination with EPA is done? Margee replied that it would depend on the pleasure of the Executive Director and the Board. Often typographical errors and citing changes are tracked and when it is time to do some programmatic changes, then those changes are incorporated into the proposed rulemaking.

PUBLIC COMMENTS:

Transcribed by Margee Chambers. Ums/ahs were not included in the transcription.

Commissioner Al French: Now I will open up to the public hearing. Anybody in the audience that would like to provide any comment on the proposed resolution and or in the proposed amendments for clarification purposes. So, is there anybody either in the room or on the phone that would like to provide any comments?

Host: Kelly Vigeland, would you like to provide any comments?

Kelly Vigeland: No comments for me.

Host: Thank you.

Host: Deb Bisenius, would you like to provide any comments on the resolution?

PUBLIC COMMENT:

Deb Bisenius: Again, I’d just like to express my support. I’m a member of the Advisory Council and we did hear the same presentation. And I have followed also the Executive Director giving us comments as the process progressed. And I would just like to commend the effort of staff to carry on in the face of (unintelligible words...) even to the hearing, I really appreciate that all of these processes being similar to what we would expect in normal processes. Thank you.

Commissioner Al French: OK, this is the second call for anybody in the audience that would like to provide any comment. Third and final call. Seeing nobody come forward, I will close the public hearing. And Julie could you record the time for the purposes of when the hearing is closed for the record.

Host: 10:07 a.m.

Kevin Freeman made a motion to amend Resolution No. 20-08 to correct the two typographical errors located in Article I, Section 1.04(a)(123) and Article II, Section 2.14(A)(1) where SRCAA adopts by reference WAC 173-400-105 as discussed in the meeting today. Tom Brattebo seconded it. Motion passed unanimously.

Kevin Freeman moved to adopt the amended Resolution No. 20-08 and Tom Brattebo seconded it. Motion passed unanimously.

7. **Executive Session(s)** (Purpose will be announced if needed.)

NON-ACTION ITEMS:

8. **Activity Reports: June** – No reports were given; the Board will review the report in the board packet. The audit is nearly complete and we anticipate no findings.

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

10. **Board Concerns** – Julie stated that she will be here for the August 6th board meeting. Julie will continue to serve as the Executive Director remotely until the end of September. Discussion ensued on the timeframe for SRCAA’s move to the Enduris facility. It will be approximately nine months until the Agency moves to the new facility.

Next Board Meeting – 9:30 a.m., Thursday August 6, 2020.

11. **Adjournment** – The board meeting was adjourned at 10:16 a.m.

COMMISSIONER AL FRENCH, CHAIR

JULIE OLIVER, EXECUTIVE DIRECTOR