



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

SPOKANE REGIONAL CLEAN AIR AGENCY BOARD MEETING MINUTES

**July 6, 2023 9:30 a.m.
Spokane Clean Air in Person and Remotely**

BOARD MEMBERS:

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

STAFF MEMBERS:

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

OTHERS PRESENT:

Michelle Fossum, Legal Counsel
Ron Edgar, Advisory Council

PUBLIC PRESENT:

WORK SESSION: 9:30 am

1. Roll Call.
2. Michelle Fossum gave a power point training presentation on the Open Public Meetings Act. Discussion ensued.

BOARD MEETING: 10:01 a.m.

1. Advisory Council Report – Ron Edgar gave a brief overview of the Advisory meeting where Scott gave an overview of the executive director’s report. The advisory council went over the partnership with Ecology for overburdened communities. They are looking at locating a monitor in the east central neighborhood; Mark is working with Ecology and Ecology is working with the neighborhood community center for a location. They looked at the proposed fee public comment timeline for the fees increases.
2. Executive Director’s Report – The Executive Director continues to follow up with the other small towns and Cities for the opportunity to present to their city councils. Marmots. The Governor’s Ag Burning Practices and Research task force met this month. I have been asked to discuss air curtain incinerators at the next meeting. The Executive Director and staff will meet with DOE staff to discuss financial responsibilities concerning overburdened community monitoring planning for Spokane and Spokane Valley. Plans include one regulatory monitor and several low-cost monitors. The Agency has been notified that the State DRS performed an audit of the Agency. This is the first retirement audit of the Agency in our history. The audit was completed and for the most part went well. One finding was that we need to keep time sheets for staff 60 years past leaving the agency for retirement benefit purposes. This had not taken place. We have implemented this in a manner suitable for the DRS. The PNA Dust Mitigation has finished up. The County was able to chip seal unpaved roadway with this grant. The next grant cycle will be announced soon. We will look for opportunities. The Director is continuing to work with other Directors in the State for a common Customer Survey. Our focus will be on websites and administrative services, to be followed by registered sources. Smoke ready week was June 12-16. The Agency participated with local partners in its promotion. The EPA has approved the State MWC plan submitted by the

Agency. The changes needed for our needs concerning the WTE were approved but the plan in other regards was not as necessary elements were not present. Discussion ensued.

3. Public Comment – There were no public comments.

ACTION ITEMS/POTENTIAL ACTION ITEMS:

4. Consent Agenda – Action Item:

- a. Approval of the June 1, 2023, Board Minutes
- b. Approval of Vouchers for June, 2023, numbered 13207 thru 13218, 13221 thru 13240, and 13242 thru 13248 with Claims totaling \$101,166.36 and Payroll numbered 13219 and 13220 and EFTs totaling \$200,168.29 – for a Grand Total of \$301,334.65

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

5. Executive Session(s) – There was no executive session.

6. Public Hearing Items: Start 9:42am thru 9:45am

- a. Resolution No. 23-04 – Awarding and establishing contract with SCW for Agency IT needs. There were no public comments. Rod Higgins moved to approve Resolution No. 23-04 as presented and Tom Brattebo seconded it. Motion passed unanimously.

NON-ACTION ITEMS:

7. Activity Reports – June

- a. Lisa gave an overview of school/community outreach events, website/social, outdoor burning, asbestos, compliance assistance/business recognition, wildfire smoke season preparation, prevent nonattainment grant, wood stove changeout grant and upcoming events.
- b. Lori gave an overview of compliance. Burning complaints are slowing down. Asbestos is steady. A six-year-old investigation with R.A. Hansen went to federal criminal indictment. The sentencing happened the last week of June. The gentleman received three years of probation. He will serve two years in jail if he violates his probation and must also pay a fine equivalent to what he earned on the project and he can never work in the salvage industry again. The judge did acknowledge the work that SRCAA did on this investigation.
- c. April stated that permitting is business as usual. Applications are still coming in and we are still meeting with facilities. The trend this year is comparable to last year.
- d. Mark gave an overview of the air quality for the month of May: May 18,19 & 20 were the days that we carried the smoke from Canada. On the 19th the AQI was moderate at 78 for PM2.5. On the 20th the ozone was at 84. Discussion ensued with the use of fireworks from July 4th and the PM2.5 levels this year vs previous years.
- e. Michelle gave a brief overview of the financials. There were no big expenditures and no large cash deposits. SRCAA is bringing in FY-24. Cost allocation, payroll and paying bills is in progress to close out FY-23. In addition, the annual rent increase began July 1, 2023.

8. 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, August 3, 2023.

9. Adjournment – The board meeting was adjourned at 10:34 a.m.

COMMISSIONER AL FRENCH, CHAIR

SCOTT WINDSOR, EXECUTIVE DIRECTOR