



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

**June 2, 2022 9:30 a.m.  
Spokane Clean Air Tele-Conference**

**BOARD MEMBERS:**

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

**STAFF MEMBERS:**

Scott Windsor, Executive Director  
Michelle Zernick, Finance & HR Section Mgr.  
April Westby, PE, Supervisory Engineer  
Lori Rodriguez, Compliance Section Manager  
Lisa Woodard, Communication/Outreach Sect. Mgr.  
Mark Rowe, Monitoring Section Manager

**OTHERS PRESENT:**

Michelle Fossum, Legal Counsel  
Ron Edgar, Advisory Council Member

**WORK SESSION:** There was no work session.

**BOARD MEETING:** 9:30 a.m.

1. **Advisory Council Report** – There was no May advisory council meeting.
2. **Executive Director’s Report** – Staff conducted the first Agency retreat since the pandemic. Agency staff completed the fall protection training for those needing it. Wildfire Smoke Partners (local Spokane agencies) continue to meet monthly. Executive Director participated in the May WAQMG meeting online. The EPA has given initial approval to the Agency’s MWC State plan. Staff participated in the NACAA quarterly meetings. Agency inspectors have begun to work weekends to provide coverage for illegal burning and there has been very little activity so far. The Agency has completed an MOU with Spokane County concerning the dust mitigation grant from the DOE.
3. **Public Comment** – There were no public comments.

**ACTION ITEMS/POTENTIAL ACTION ITEMS:**

4. **Consent Agenda – Action Item:**
  - a. Approval of the May 5, 2022 Board Minutes
  - b. Approval of Vouchers for May 2022, numbered 12754 thru 12764, 12767 thru 12783 and 12785 thru 12792 with Claims totaling \$49,328.94 and Payroll numbered 12765, 12766 and 12784 and EFTs totaling \$183,359.41 – for a Grand Total of \$232,688.35.

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

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

6. **Resolution No. 22-04** – Michelle gave an overview of the changes made regarding the issues brought up at the May retreat for the draft FY23 budget. April gave an overview of the increase for the base fee, the emission point fee, and the tiered dollar per ton amount. Discussion ensued. The Board would like Michelle to bring back to the next meeting what that allocation distribution would look like if SRCAA is going to recover it from local assessments, and the Board would like to see a range of what needs to be done to make the adjustments that will work. We are pushing this for next month because if it is talked about in July, it is adopted in August, the cities start their budgeting process midsummer, and they need to get this into their budgets to cover it next year. The Board would like Michelle and Lori to look at the Marijuana Program and they will discuss it at the next meeting.

Kevin Freeman moved to approve Resolution No. 22-04 as presented and Rod Higgins seconded it. Al French added that the Board is approving this Budget with the expectation that they are going to come back and make amendments and adjustments to be able to address some of the issues raised today. Motion passed unanimously.

7. **Resolution No. 22-05** – Michelle gave an overview of establishing a floating paid holiday for full-time SRCAA employees who have been employed with the Agency at least six months. The floating holiday may be used by eligible employees on a date approved by the employee’s supervisor. This holiday begins on July 1, 2022 for FY23. Floating holidays that are not used during the physical year may not be carried over into the next physical year and may not be cashed out.

Rod Higgins moved to approve Resolution No. 22-05 as presented and Jim Simon seconded it. Motion passed unanimously.

**NON-ACTION ITEMS:**

8. **Activity Reports** – April – Air quality was good for the month of April.

9. **Board Concerns** – There will be a quorum for the July 7, 2022, board meeting. Kevin Freeman may participate remotely at the July meeting.

**Next Board Meeting** – 9:30 a.m., Thursday, July 7, 2022.

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

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COMMISSIONER AL FRENCH, CHAIR

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SCOTT WINDSOR, EXECUTIVE DIRECTOR