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[SpokaneCleanAir.org](http://SpokaneCleanAir.org)

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

**June 1, 2023 9:30 a.m.**  
**Spokane Clean Air in Person and Remotely**

### **BOARD MEMBERS:**

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

### **STAFF MEMBERS:**

Scott Windsor, Executive Director  
April Westby, PE, Supervisory Engineer  
Margee Chambers, Rule Writer/SIP Planner (REMOTE)  
Michelle Zernick, Finance & HR Section 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. Doing Our Share for Clean Air – Business Recognition – Lisa and board members recognized sources with an award for going above and beyond for clean air. Sources present for awards as follows: Department of Veterans Affairs Medical Center – Michael Ogden, Kyle Ryan, Annette Janke. Pavement Maintenance Tech – Jackson Pring, Nicole Pring. Wear-Tek – Jeremy Lewis. Fairchild AFB – Kristen Nester, Jason Murley, Josh Potter. Riplinger Funeral Home & Crematory – Andrew Adams.

### **BOARD MEETING: 9:42 a.m.**

1. Advisory Council Report – Ron Edgar gave a brief overview of the Advisory meeting where they discussed the Executive Director’s report and went over a presentation on some of the grants that the SRCAA has received or is involved in. There was also a discussion on the proposed budget. A bigger portion of the discussion was the Executive Director’s visit to Cheney and how SRCAA will be trying to educate. Went over the EPA Partnership letter for Smoke Ready Spokane.
2. Executive Director’s Report – The Executive Director presented a brief background of the Agency to the Cheney City Council, which was well received. The Director plans to follow up with the other small towns and Cities. The Spring Meeting for NACAA (National Association of Clean Air Agencies) took place May 9<sup>th</sup> and 10<sup>th</sup>. This was a hybrid meeting and we attended virtually. The Executive Director and staff met with DOE staff to discuss overburdened community monitoring planning for Spokane and Spokane Valley. Plans include one regulatory PM2.5 monitor and several low-cost PM2.5 and PM10 sensors. We will plan locations with DOE to avoid duplication with our efforts. The Agency has heard back from the state auditors that our audit is complete.

The Agency has been notified that the State DRS is performing an audit of the Agency. This is the first retirement audit of the Agency in our history. The Director has continued 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 is June 14-18. The Agency is participating with local partners in its promotion. We have experienced an increase in PM 2.5 values this past month, due to wildfires in Canada, resulting in regional haze.

3. Public Comment – There were no public comments.

#### **ACTION ITEMS/POTENTIAL ACTION ITEMS:**

4. Consent Agenda – Action Item:
  - a. Approval of the May 4, 2023, Board Minutes
  - b. Approval of the April 6, 2023, Retreat Minutes
  - c. Approval of Vouchers for May, 2023, numbered 13170 thru 13172, 13175 thru 13197 and 13199 thru 13206 with Claims totaling \$71,725.91 and Payroll numbered 13173, 13174 and 13198 and EFTs totaling \$207,333.88 – for a Grand Total of \$279,059.79

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

5. Executive Session(s) – There was no executive session.
6. Public Hearing Items: Start 9:54am thru 10:02am
  - a. Resolution No. 23-04 – Awarding and establishing contract with SCW for Agency IT needs. Resolution was deferred to July 6, 2023 Board Meeting.
  - b. Resolution No. 23-05 – Adopting the Fiscal Year 2024 Budget for SRCAA for All Funds and Programs. Michelle gave an overview of the FY24 Budget. The Board agreed on a 3% COLA for the budget. There were no public comments. Kevin Freeman moved to approve Resolution No. 23-05 as presented and Rod Higgins seconded it. Motion passed unanimously.
  - c. Resolution No 23-06 – Adopting updates to Regulation 1 in reference to RCW updates. Margee gave an overview of the RCW updates. There were no public comments. Rod Higgins moved to approve Resolution No. 23-06 as presented and Tom Brattebo seconded it. Motion passed unanimously.

#### **NON-ACTION ITEMS:**

7. Activity Reports – May
  - 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.
  - c. April stated that permitting has picked up, as usual, for the spring. The Board asked about the LP project. April explained things are going as planned, they just need time to go over the flow of their facility and how they will exhaust.
  - d. Mark gave an overview of the air quality for the month of April: Daily air quality for the month was good for 26 days. The last 4days had some high-pressure ridge that was more conducive to the build of up air pollutants, so there was an ozone of PM2.5 in the moderate range. Ozone monitoring was restarted with the year on the 12<sup>th</sup> which is earlier than usual.
  - e. Michelle did not give a report.

8. Board Concerns – Discussion ensued between staff and Board regarding

Next Board Meeting – There will be a quorum for the next board meeting at 9:30 a.m., Thursday, July 6, 2023.  
There will be Open Publics Meetings Act training in July’s work session.

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

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COMMISSIONER AL FRENCH, CHAIR

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SCOTT WINDSOR, EXECUTIVE DIRECTOR