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

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

**March 2, 2023 9:30 a.m.**  
**Spokane Clean Air in Person and Remotely**

### **BOARD MEMBERS:**

Al French, County Commissioner (Chair) Remote  
Jim Simon, City of Spokane Representative  
Tom Brattebo, Member at Large  
Rod Higgins, City of Spokane Valley

### **STAFF MEMBERS:**

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

### **OTHERS PRESENT:**

Michelle Fossum, Legal Counsel  
Ron Edgar, Advisory Council

### **PUBLIC PRESENT:**

Dean Henrich - Zoom

### **WORK SESSION**

- 1. FY 24 Budget Discussion** – Michelle gave an overview of the FY24 budget, focusing on the General Fund. Discussion ensued.

### **BOARD MEETING:** 10:19 a.m.

- 1. Advisory Council Report** – Ron Edgar gave a brief overview of the February advisory council meeting.
- 2. Executive Director's Report**  
The EPA is finalizing the details of initial grants from funding of the Inflation Reduction Act. Planning grant details for State and Local Agencies will be released March 1<sup>st</sup>. (Financial Stewardship, Community Engagement and Agency Excellence Pillars)

The EPA has stated that collaborative efforts in planning for grants from the IRA will be highly scored and that planning grants will be for 2023-2024 with implementation grants available in 2024. (Financial Stewardship, Community Engagement and Agency Excellence Pillars)

The Agency awarded its 2023 Clean Air Award to Rob's Demolition for the outstanding work they do in asbestos management at the 2023 CTR Awards banquet. Calie and Margee were

recognized with awards for their efforts in CTR. (Community Engagement, Clean Air and Agency Excellence Pillars)

The Executive Director has participated with Priority Spokane concerning Environmental community metrics. (Community Engagement and Agency Excellence Pillars)

The Agency has requested and received an extension on grant funding from the American Rescue Plan. This was due to difficulties with the new equipment that was purchased. (Community Engagement, Agency Excellence Pillars)

The Agency is waiting to hear back from the state auditors concerning our audit. (Financial Stewardship and Agency Excellence Pillars)

The WAQMG meeting took place yesterday, March 1, and distribution of IRA funds to locals was discussed. (Financial Stewardship, Community Engagement and Agency Excellence Pillars)

The Office was closed on Monday February 27<sup>th</sup>, due to a water pipe breakage on the Enduris side of the building. No damage was done on our side of the building, but the main water to the building had to be turned off so the pipe could be fixed, leaving the bathrooms unusable and the fire suppression system off.

Department of Ecology came out with a listing of “Over Burdened Communities”, communities that have higher potential exposure to the criteria pollutant and are somewhat economically disadvantaged. Both Spokane and Spokane Valley are on the list of Over Burdened Communities.

**3. Public Comment** – There were no public comments.

**ACTION ITEMS/POTENTIAL ACTION ITEMS:**

**4. Consent Agenda – Action Item:**

- a. Approval of the February 2, 2023 Board Minutes
- b. Approval of Vouchers for February, 2023, numbered 13070 thru 13082 and 13085 thru 13101 and 13103 with Claims totaling \$39,322.36 and Payroll numbered 13083, 13084, and 13102 and EFTs totaling \$199,987.54 – for a Grand Total of \$239,309.90

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

**5. Public Hearing Items:**

- a. **Resolution 23-02 – Revising the Spokane Regional Clean Air Agency Advisory Council Rules of Procedure**

There were no public comments. Tom Brattebo moved to approve Resolution No. 23-02 as presented and Rod Higgins seconded it. Motion passed unanimously.

**b. Resolution 23-03 – Authorizing SRCAA to enter into a Professional Services contract with Kelly Creative Advertising, LLC, for the development of a PM 2.5 Public Awareness Campaign**

There were no public comments. Rod Higgins moved to approve Resolution No. 23-03 as presented and Tom Brattebo seconded it. Motion passed unanimously.

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

**NON-ACTION ITEMS:**

**7. Activity Reports – January**

- a. Lisa went over her activities for the month including the poster contest, education events, business recognition, and the wood stove grant project.
- b. Lori gave a brief overview of the inspector’s work. Inspections are up and complaints are down for the month.
- c. April gave a brief overview of the permitting activities. Permits numbers are up in West Plains.
- d. Mark gave a brief overview of the air monitoring activities for January.
- e. Michelle detailed the Admin activities for the month, including registration, budget, audit, and general operations.

**8. Board Concerns – Board Retreat was discussed. Scott will propose some dates for the retreat. There will be a quorum for the April 6, 2023, board meeting.**

**Next Board Meeting – 9:30 a.m., Thursday, April 6, 2023.**

**9. Adjournment – The board meeting was adjourned at 10:43 a.m.**

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COMMISSIONER AL FRENCH, CHAIR

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SCOTT WINDSOR, EXECUTIVE DIRECTOR