

# Spokane Regional Clean Air Agency

## Advisory Council Minutes

March 25, 2021

### **Members Present:**

Raymond Byrne, Public Health  
Ron Edgar, Chemistry  
Jana McDonald, Air Pollution Control  
Tony Masiello, Member at Large  
Hal Ophus, Business Community  
John Dietzman, Environmental  
Doug Bleeker, Fire Protection  
Brent Downey, Industry  
Jackie Etter, Agriculture

### **Staff Present:**

Scott Windsor, Executive Director  
Amber Ellis, Administrative Assistant  
Margee Chambers, Rule Writer/SIP Planner  
April Westby, Supervisory Engineer  
Lisa Woodward, Communications/Outreach  
Manager

The meeting was called to order at 8:00 a.m.

#### **1. Permission to sign Advisory Council Minutes**

Scott requested permission for Amber to sign the January Advisory Council Minutes since the meeting was being held virtually. Permission granted by Advisory Council Chair Ray Byrne

#### **2. Introductions**

Advisory Council members and staff introduced themselves.

#### **3. Approval of February 25, 2021**

Motion to accept the February 25, 2021 minutes, seconded. Minutes approved.

#### **4. Surface Coating Rule Making**

Presentation by staff members. Discussion ensued.

#### **5. Follow-up to March SRCAA Board of Directors Meetings –Scott**

The Executive Director and Staff participated in weekly project management meetings concerning the Enduris Building improvements. Project is moving along well, with minor delays due to materials. The contractor believes they are on schedule to be done by Memorial Day. Staff continues to work with Rhizome Collaborative for website improvements. The new website will be ADA compliant. Staff is beginning to migrate content to the new website design. Will provide a demonstration to the Board when available. The Executive Director has ordered an appraisal of the office building on

Augusta. Appraisal Group N.W. was the low bidder for the work at \$2750.00 with a four-week completion target. The Executive Director participated in an EPA Wildland Fire Research session for Western States. The Executive Director has continued with modified conditions for working at the office and at home. While encouraging working from home, increased access for those employees needing access to files and materials not available online is being accommodated. Inspections are proceeding slowly with virtual inspections. The Executive Director completed an online training course from the EPA Air Pollution Training Institute. The Executive Director participated with staff for the Indian Trail Neighborhood Council meeting for February. Staff presented an agency overview which was well received. Discussions continue for potential sale of current offices on Augusta. The Agency continues to experience a large increase in Public Records Requests (PRR). This has resulted in an increase of staff time to complete. Specifically email records

**6. Wildfire Planning Update**

Lisa gave a presentation on past wildfire seasons and planning for this year's upcoming wildfire season. Discussion ensued.

**7. Open Discussion and Current Business**

April gave a follow up presentation on the Spokane County AOPs. Discussion ensued.

**8. Advisory Council Comments/Concerns and Next Month's Meeting**

Next month's meeting will include information on the annual budget and an overview presentation on the asbestos program. Tony will attend the Board of Director's meeting for the Advisory Council.

Next month's meeting will be on April 22, 2021. The Zoom link will be sent out with the email a week before the meeting.

**The meeting adjourned at 8:51 a.m.**

Motion to adjourn by John, seconded by Jackie. Meeting adjourned.

The next Advisory Council Meeting is scheduled April 22, 2021 at Spokane Regional Clean Air Agency's office located at 3104 E Augusta Ave.

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Advisory Council Member

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Scott Windsor, Executive Director