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

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

**March 7, 2024 9:30 a.m.**  
**Spokane Clean Air In-Person and Remote**

### **BOARD MEETING ATTENDEES:**

Tom Brattebo, Member at Large  
Margee Chambers, Air Resource Specialist (ZOOM)  
Ron Edgar, Advisory Council, Chemistry  
Michelle Fossum, Legal Counsel  
Al French, County Commissioner, Chair  
Chris Grover, Mayor of Cheney, Small Cities & Towns Representative (ZOOM)  
Rod Higgins, City of Spokane Valley  
Viktoria Lyfar, County Commissioner Assistant  
Lori Rodriguez, Compliance Manager  
Mark Rowe, Monitoring Section Manager  
Jim Simon, City of Spokane Representative, Vice Chair  
April Westby, PE, Supervisory Engineer  
Scott Windsor, Executive Director  
Michelle Zernick, Finance & HR Manager

### **WORK SESSION: 9:31-10:21am**

1. Roll call for Board and Staff attendees.
2. A presentation was given by Scott Windsor and Mark Rowe regarding NAAQS PM2.5 Rule. Discussion ensued.

### **BOARD MEETING:**

2. Advisory Council Report – Ron Edgar gave an overview of the advisory council meeting. They discussed in length the NAAQS PM2.5 standard and how to maintain that standard. There was also discussion on legislative bills that may impact us.
3. Executive Director’s Report for February – Scott Windsor gave an overview of the Executive Director’s Report.
4. Public Comment – There were no public comments.

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

5. Consent Agenda – Action Item:
  - a. Approval of the February 1, 2023, Board Minutes
  - b. Approval of Vouchers for February 2024, numbered 13500 - 13511, 13514 - 13525 and 13527 - 13534 with Claims totaling \$49,126.17 and Payroll numbered 13512, 13513 and 13526 with EFTs totaling \$186,560.22 – for a Grand Total of \$235,686.39

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

6. Resolution 24-04 – A Resolution Revising The Spokane Regional Clean Air Agency Advisory Council Rules Of Procedure

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

7. Resolution 24-05 – A Resolution Updating The Engineer I Job Summary And Modifying The Minimum Requirements

Discussion ensued. Al French moved to approve the Consent Agenda as presented and Rod Higgins seconded it. Motion passed unanimously.

8. Resolution 24-06 – A Resolution Updating The Public Information Specialist Job Summary And Modifying The Minimum Requirements

Discussion ensued. Al French moved to approve the Consent Agenda as presented and Rod Higgins seconded it. Motion passed unanimously.

9. Executive Session(s): *(If needed, purpose will be announced.)*

**PUBLIC HEARING ITEMS:** There were no public hearing items.

**NON-ACTION ITEMS:**

10. Activity Reports – January

- a. Lisa was absent. She will present the December and January reports in April.
- b. Lori gave an overview for January.
- c. April gave an overview for January.
- d. Mark gave an overview of the air quality for the month of January.
- e. Michelle gave an overview for January. Second notices were sent out and have been focusing on the budget.

11. Board Concerns

- a. There will be no retreat for 2024.
- b. The April Board Meeting has been extended to April 11, 2024 at 9:30.

Next Board Meeting – There will be a quorum for the next board meeting at 9:30 a.m., Thursday, April 11, 2024.

12. Adjournment – The board meeting was adjourned at 10:21 a.m.

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COMMISSIONER AL FRENCH, CHAIR

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SCOTT WINDSOR, EXECUTIVE DIRECTOR