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Spokane, WA 99224

SpokaneCleanAir.org

SPOKANE REGIONAL CLEAN AIR AGENCY BOARD MEETING MINUTES

May 5, 2022 9:30 a.m.
Spokane Clean Air Tele-Conference

BOARD MEMBERS:

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

STAFF MEMBERS:

Scott Windsor, Executive Director
Michelle Zernick, Finance & HR Section Mgr.
Margee Chambers, Rule Writer/SIP Planner
Lori Rodriguez, Compliance Manager

OTHERS PRESENT:

Michelle Fossum, Legal Counsel
Ron Edgar, Advisory Council Member
John Dietzman, Advisory Council Member
Jackie Etter, Advisory Council Member

WORK SESSION: There was no work session.

BOARD MEETING: 9:33 a.m.

1. Advisory Council Report – Ron Edgar was absent for the April meeting, but there was discussion on the budget with Staff and Advisory Council Members.

2. Executive Director's Report – Staff planned for the retreat following the May 5th Board meeting involving the Advisory Council and the Board. The Executive Director and Staff continue to operate in accordance with the Governor's and SRHD COVID-19 guidelines. On March 14th, employees were given the choice as to whether they wanted to wear a mask or not while at work. Quarantine protocols are still in place for exposures and positive tests. Employees began working from home one day a week on April 4th. Wildfire Smoke Partners (local Spokane agencies) met for the first time this season. The agency has continued working on the budget for discussion in upcoming Board meetings. The budget must be passed by June 22nd. Agency staff is providing the following subject matter for the upcoming May 5th retreat: 1) Budget; 2) State of the Air; 3) Long overdue round table with Board and Advisory Council; and 4) OPMA Adjustments post Covid. Agency inspectors have begun to work weekends to provide coverage for illegal outdoor burning.

ACTION ITEMS/POTENTIAL ACTION ITEMS:

3. Consent Agenda – Action Item:

- a. Approval of the April 7, 2022 Board Minutes
- b. Approval of Vouchers for April 2022, numbered 12720 thru 12731, 12734 thru 12743 and 12745 thru 12753 with Claims totaling \$55,773.94 and Payroll numbered 12732, 12733 and 12744 and EFTs totaling \$186,717.76 – for a Grand Total of \$242,491.70

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

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

NON-ACTION ITEMS:

5. **Activity Reports** – March – Air quality was good for the month of March.

6. **Public Forum** – There were no public forum speakers.

7. **Board Concerns** – There will be a quorum for the June 2, 2022, board meeting. Kevin Freeman may not be present for the June meeting. Jim Simon will not be present at the June meeting.

Next Board Meeting – 9:30 a.m., Thursday, June 2, 2022.

8. **Board Retreat** – 10:15 a.m.

BOARD MEMBERS:

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

STAFF MEMBERS:

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

ADVISORY COUNCIL MEMBERS:

Ron Edgar	Jana McDonald	Doug Bleeker	Jackie Etter, Zoom
John Dietzman	Hal Ophus	Brent Downey	

OTHERS PRESENT:

Michelle Fossum, Legal Counsel

Scott kept the meeting open to move into the retreat. Al French moved the meeting into a recess and the individuals present went on a tour of SRCAA’s office, with the retreat reconvening at 9:55 a.m. Al French reconvened the recess at 10:05 and moved into the retreat.

RETREAT AGENDA: 10:15 a.m.

10:20 Introductions

10:30 OPMA new requirements – Michelle Fossum, legal counsel, gave some background on the OPMA and an overview of the new OPMA requirements, the significant changes and clarifications, and recommendations. (Michelle Fossum gave her overview of the OPMA after the Introductions at approximately 10:30 a.m.)

10:50 Budget Discussions – Michelle Zernick and April Westby gave an overview of the FY2023 Draft Budgets Review. The overview consisted of the following: Ending fund balance history for the last five years; Reasons for declining fund balance over last five years; FY 2023 Budget “A”; Cost recovery programs; Expenditures; Transfers out; FY23 Budget “A” ending all fund balances; FY23 Budget “A” ending general fund

unreserved balance; Proposed budget modifications (Budget “B”); NOC program; NOC program FY23; Registration program; Registration program FY23; Marijuana program; Future annual inflationary index for fees; Databases expenses; Local Assessments; FY23 Appropriation vs. Expenses; FY23 Budget “B” ending all fund balance; FY23 Budget “B” ending general fund unreserved balance; and the conclusion. Discussion ensued. The Board is on board with the Project Reserve repaying the \$185,000, by making annual transfers of \$37,000, starting next year. The Board would like the FY23 Budget brought back at the next board meeting for discussion and possibly a vote, if more work needs done on the budget, they will talk about a special meeting to approve the FY23 Budget later in June.

12:00 Lunch/Roundtable

12:40 State of Spokane Air – Mark and Scott gave an overview of the following: National ambient air quality standards; Clean Air Act NAAQS table; Lead (Pb); Sulfur oxides (SO_x); Nitrogen oxides (NO_x); Carbon monoxide (CO); Ozone (O₃); Ozone monitoring stations; Particulate matter (PM₁₀); Fine particles (PM_{2.5}); PM₁₀ and PM_{2.5} monitoring stations; AQI daily values, expected exceedances, 5-Year design values, and 24-Hour design values. Some discussion ensued.

1:20 Closing remarks – There were no closing remarks.

9. **Adjournment** – The board meeting and spring retreat was adjourned at 1:25 p.m.

COMMISSIONER AL FRENCH, CHAIR

SCOTT WINDSOR, EXECUTIVE DIRECTOR