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

## SPOKANE REGIONAL CLEAN AIR AGENCY BOARD MEETING MINUTES

**May 4, 2023 9:30 a.m.**  
**Spokane Clean Air in Person and Remotely**

### **BOARD MEMBERS:**

Al French, County Commissioner, Chair  
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  
Derek Aubrey, Compliance Inspector/Acting  
Compliance Section Manager  
Michelle Zernick, Finance & HR Section Manager  
Mark Rowe, Monitoring Section Manager  
Amber Ellis, Administrative Assistant

### **OTHERS PRESENT:**

Michelle Fossum, Legal Counsel  
Ron Edgar, Advisory Council

### **PUBLIC PRESENT:**

### **WORK SESSION:** 9:30 am

- 1. Introductions** – Roll call for Board members and staff in attendance.
- 2. Registration Fee Options** - April gave a presentation overviewing the different registration fee options, current fee structure, registration program costs, and a comparison of the four options. Discussion ensued and the Board recommended the Agency pursue option three.
- 3. Draft Budget Review** - Michelle went over the draft budget to finalize for the June meeting. Discussion ensued.

### **BOARD MEETING:** 10:22 a.m.

- 1. Advisory Council Report** – Ron Edgar gave a brief overview of the Advisory meeting where they discussed the options presented regarding registration fees. The Advisory Council recommended option one and option three. They also enjoyed a presentation from Lisa on the Education and Outreach program.
- 2. Executive Director's Report** –The Agency has moved forward with the public comment period on proposed RCW updates to Regulation I. A public hearing will take place at our June Board meeting. The Spring Meeting for NACAA is taking place May 9<sup>th</sup> and 10<sup>th</sup>. This is a hybrid meeting, and we will be attending virtually. The Agency has taken the lead, with support from the Spokane Regional Health District, in a subaward application process with GU's Center for Climate, Society, and the Environment to seek EPA funding. If successful, the subaward is a two-year project to develop and implement Smoke Ready Spokane – a community awareness and action campaign around wildfire smoke. The Executive Director and staff will meet with DOE staff to discuss overburdened community monitoring planning for Spokane and Spokane Valley. The Agency was able to apply for a one-time grant opportunity from DOE to collaborate with our Black Carbon Studies. This funding was awarded to the DOE by the EPA Region 10. This funding can be used

for wages. The Agency is still waiting to hear back from the state auditors concerning our audit. As of this week, 99% of our registered sources are up to date and accounted for.

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

**ACTION ITEMS/POTENTIAL ACTION ITEMS:**

4. **Consent Agenda – Action Item:**

- a. Approval of the April 6, 2023, Board Minutes
- b. Approval of the April 6, 2023, Retreat Minutes
- c. Approval of Vouchers for April, 2023, numbered 13148 thru 13149, 13152 thru 13165, and 13167 thru 13169 with Claims totaling \$17,342.50 and Payroll numbered 13150, 13151, and 13166 and EFTs totaling \$195,841.71 – for a Grand Total of \$213,184.21

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

5. **Resolution 23-04** – Authorizing Execution of an Information Technology Support Services Contract Based on Review of the Proposals Received.

The contract was not finalized and therefore Rod Higgins moved to defer approval until the June meeting, Tom Brattebo seconded. Motion passed unanimously.

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

**NON-ACTION ITEMS:**

7. **Activity Reports** – March

- a. Derek advised that outdoor burning season has started and we have some inspectors working on the weekend to address the number of complaints that occur after hours.
- b. April stated that permitting has picked up, as usual, for the spring.
- c. Mark gave an overview of the air quality for the month of March: Daily air quality for the month was good, except for the day of the 18<sup>th</sup> where PM 2.5 and PM 10 were in the gray and black respectively and the AQI was at 54. The Augusta site was the highest site for the month, except for the 18<sup>th</sup> when Colbert was the highest.
- d. Michelle gave an overview of the financials: we have had no unforeseen expenses this month and are working to keep the budget as tight as possible. The registration program is being monitored closely. We are working on wrapping up the Dust Mitigation grant and the Purple Air grant has been granted a small extension.

8. **Board Concerns** – Discussion ensued between staff and Board regarding the Waste to Energy Plant and the Department of Ecology’s comparison of lifetime emissions of the plant vs landfills.

**Next Board Meeting** – There will be a quorum for the next board meeting at 9:30 a.m., Thursday, June 1, 2023.

9. **Adjournment** – The board meeting was adjourned at 10:46 a.m.

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COMMISSIONER AL FRENCH, CHAIR

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SCOTT WINDSOR, EXECUTIVE DIRECTOR