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

**November 2, 2023 8:30 a.m.**  
**Spokane Clean Air in Person and Remotely**

### **BOARD MEMBERS:**

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

### **STAFF MEMBERS:**

Scott Windsor, Executive Director  
April Westby, PE, Supervisory Engineer  
Lori Rodriguez, Compliance Manager  
Michelle Zernick, Finance & HR Manager  
Mark Rowe, Monitoring Section Manager  
Lisa Woodard, Communications/Outreach  
Manager  
Calie Maki, Administrative Assistant

### **OTHERS PRESENT:**

Michelle Fossum, Legal Counsel

### **PUBLIC PRESENT:**

### **WORK SESSION: 8:30am**

1. Roll call for attending Board Members.

### **BOARD MEETING:**

1. Advisory Council Report – Canceled.
2. Executive Director's Report – The EPA Region 10 Air Directors meeting will be held in Seattle on November 6 and 7. I plan on attending in person. Two nominations were received for the Small Towns and Cities representative on the Board of Directors. Ballots have been mailed out and are due back by October 31<sup>st</sup>. The election was valid, and the majority was given to the Mayor of Cheney, Chris Grover, as the new representative for Small Towns and Cities. After further discussions with the MLK Community Center, it has been decided to locate the regulatory PM 2.5 monitor to The Hive on East Sprague. The facility is owned by the Spokane Public Library, and we can begin to install the equipment on the timeline that the DOE is looking for. This site meets the Overburdened Communities criteria. Staff have continued to participate in the Wildfire recovery efforts in Spokane county. As of 10/15/2023, the Agency has issued over 100 NOI's for the asbestos assessments. The current rate of positive testing is running around 16 - 20%. The Agency has a position on the Advisory Council that needs to be filled this year. The Member at Large position will be advertised, and submissions evaluated during the month of November, with staff recommendations to be presented to the Board at the December Board meeting.

The DNR and area Fire Agencies have removed all the seasonal burn restriction during the month of October. Tom Brattebo was asking if the DNR restrictions applied to the Turnbull smoke. Windsor's response was as a federal agency, the state is wanting to ask that burns from DNR get approved first, mostly as a heads up. In response to the executive directors' report, Commissioner French would like data about the wildfire response to take to the legislature: What did we learn from the wildfires? What got in the way of SRCAs job? What can be done better? Were there unnecessary or complicated steps? Was funding needed somewhere?

3. Public Comment – There were no public comments.

**ACTION ITEMS/POTENTIAL ACTION ITEMS:**

4. Consent Agenda – Action Item:

- a. Approval of the October 5, 2023, Board Minutes
- b. Approval of Vouchers for October, 2023, numbered 13327 thru 13336, and 13339 thru 13354, and 13356 thru 13361 with Claims totaling \$21,063.96 and Payroll numbered 13337, 13338 and 13355 and EFTs totaling \$196,331.43 – for a Grand Total of \$217,395.39

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

5. Resolution 23-10 – Appropriating Retirement Reserve Funds for Retirement Payout of Engineer II and Administrative Assistant.

There were no public comments. Kevin Freeman moved to approve Resolution No. 23-10 as presented and Jim Simon seconded it. Motion passed unanimously.

**PUBLIC HEARING ITEMS:**

6. Resolution 23-11 – Amending the FY2024 Budget for a State-Funded PM2.5 Grant Increase Amendment for Remainder of FY2024

There were no public comments. Rod Higgins moved to approve Resolution No. 23-11 as presented and Tom Brattebo seconded it. Motion passed unanimously.

7. Resolution 23-12 – Amending the FY2024 Budget for a State-Funded Woodsmoke Reduction Grant Award for FY2024 and FY2025

There were no public comments. Tom Brattebo moved to approve Resolution No. 23-12 as presented and Rod Higgins seconded it. Motion passed unanimously.

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

**NON-ACTION ITEMS:**

## 7. Activity Reports – September

- a. Lisa gave an overview for September on school/community outreach events, web/social/email, asbestos, wildfire smoke, business assistance, clean air calendar/report, PM2.5 grant, wood heating season, woodstove changeout grant and upcoming events/presentations.
- b. Lori gave an overview of compliance. There are a lot of organized resources with cleanup on the wildfires. As of 11/1/23 the Agency had 140 NOIs for the 166 structures affected by the wildfires. Thirty-one of those structures were found to be positive for asbestos. That is about 22%. We are still getting about two calls a day. We are driving through the wildfire areas to check in. Emergency Management is working to get properties cleaned up at the uninsured homes with the money that they have. If there are funds remaining, Emergency Management will look at underinsured homeowners.
- c. April gave an overview of the engineering department. The agency received two new applications. We have been working on several large revisions where some facilities have made some changes. The Annual AOP billing licensing went out on 11/1/23. We are still working on our large minor source annual invoicing. Those will go out in January to about 600 sources. Tom Brattebo asked who the large facilities were that were making changes. April responded with Holly Energy and Qualterra. There are also a lot of new gas stations and modifications to existing gas stations.
- d. Mark gave an overview of the air quality for the month of September. The daily AQI was in the good category for all but 4 days. Ozone was the predominant pollutant on all but six days, but it remained in the AQI good category all month. The highest AQI was 68 in moderate on the 18<sup>th</sup> based on PM10 as a result of blowing dust. The three days that had an elevated PM2.5 were caused by wildfire smoke.
- e. Michelle gave an overview of the budget totals. There is nothing major going on. The Agency's cost allocation for the first quarter of FY24 has been completed along with FY24 budgeted internal transfers. That is money allocated from the general fund to the reserve account. Annual AOP billing will be going out and due back in January. This year's NOC, NOI and PSP revenue compared to last year's revenue are on track at about \$30,000. Asbestos revenue is on track with last year's at \$62,000. The expenses are a little higher due to the manpower of the wildfires.

## 8. Board Concerns – There were no concerns.

Next Board Meeting – There will be a quorum for the next board meeting at 9:30 a.m., Thursday, December 7, 2023. Jim Simon is not available.

## 9. Adjournment – The board meeting was adjourned at 9:03 a.m.

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COMMISSIONER AL FRENCH, CHAIR

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SCOTT WINDSOR, EXECUTIVE DIRECTOR