



1610 S. Technology Blvd., Suite 101
Spokane, WA 99224

SpokaneCleanAir.org

SPOKANE REGIONAL CLEAN AIR AGENCY BOARD MEETING MINUTES

November 4, 2021 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 (Absent)
Kevin Freeman, Mayor of Millwood, Small
Cities & Towns Representative (VC)
Rod Higgins, City of Spokane Valley

STAFF MEMBERS PRESENT:

Scott Windsor, Executive Director
Michelle Zernick, Finance & HR Section Mgr.
Margee Chambers, Rule Writer & SIP Planner

OTHERS PRESENT:

Michelle Fossum, Legal Counsel
Laura Black, Sayer, Sayer & Fossum
Ron Edgar, Advisory Council Member

WORK SESSION: 9:30 a.m.

- 1. Commute Trip Reduction Program Overview** – Margee Chambers gave an overview of the Commute Trip Reduction (CTR) Program. She explained the history of the program, the different options for commuting, and proposed CTR Program updates.
- 2. Open Public Meetings Act Training** – Michelle Fossum, Legal Counsel, gave a training on the Open Public Meetings Act & Public Records Act. Discussion ensued by the board regarding what is and isn't a transitory record and possible training for that.

BOARD MEETING: 10:09 a.m.

- 1. Advisory Council Report** – Ron Edgar gave a brief overview of the CTR Update and history on the CTR and topic of electric vs natural gas. Also, the Advisory Council meeting for November and December will be combined and held on December 9th. Discussion ensued on the Marijuana fee structure between the Board and Ron. The Board would like to add this to the agenda for December board meeting.
- 2. Executive Director's Report** – The Executive Director stated that there are three Advisory Council positions expiring and need to be filled by the end of the year. We have three candidates that qualify and would like to continue, but SRCAA needs to open the positions to the public as well.

The Executive Director and Staff have selected two final submittals for the Prevent Nonattainment Grant (PNA) application. The first selected was an increase in PM2.5 monitoring sites throughout Spokane, and the second is a dust control plan with Spokane County. SRCAA continues to operate in accordance with the Governor's and SRHD guidelines. Agency Staff has begun the next biennium for the Wood Stove Replacement grant from Ecology. The Agency is considering and would like guidance on incorporating "Juneteenth" as an officially recognized holiday. Staff is analyzing how to potentially accommodate a compressed work week in our operations. It would be voluntary and complement our commitment to our CTR program. Our Air Operating Permits (Title V) billing went out on November. 1 and billing for registered sources is being finalized and updated in our database. The Executive Director participated in numerous Regional and Local meetings online concerning air quality issues.

ACTION ITEMS/POTENTIAL ACTION ITEMS:

3. Consent Agenda – Action Item:

- a. Approval of the October 7, 2021 Board Minutes
- b. Approval of Vouchers for October 2021, numbered 12518 thru 12541 and 12544 thru 12549 with Claims totaling \$75,254.20 and Payroll numbered 12516, 12517 and 12542 and EFTs totaling \$204,907.11 – for a Grand Total of \$280,161.31

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

4. Executive Session(s) – Pending Litigation – RCW 42.30.110(1)(i) - The Board, Executive Director and Legal Counsel moved into the executive session at 10:19 a.m. for 10 minutes. The board meeting reconvened from the executive session at 10:29 a.m. - No action was taken.

5. Activity Reports - September – The Board will look at the board packet for this report.

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

7. Board Concerns – There will be a quorum for the December 2, 2021, board meeting.

Next Board Meeting – 9:30 a.m., Thursday, December 2, 2021.

8. Adjournment – The board meeting was adjourned at 10:30 a.m.

COMMISSIONER AL FRENCH, CHAIR

SCOTT WINDSOR, EXECUTIVE DIRECTOR