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SpokaneCleanAir.org

SPOKANE REGIONAL CLEAN AIR AGENCY BOARD MEETING MINUTES

**October 7, 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
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.
Lori Rodriguez, Compliance Section Manager
Joe Southwell, PE, Air Quality Engineer
Lisa Woodward, Communications/Outreach Manger
Stephanie May, Communications/Outreach
Carl Gross, Information Technology Specialist

OTHERS PRESENT:

Michelle Fossum, Legal Counsel
Laura Black, Sayer, Sayer & Fossum
Tony Masiello, Advisory Council Member

WORK SESSION: 9:30 a.m.

- 1. Employee Service Acknowledgement** – Scott acknowledged Joe Southwell and Lisa Woodard with a signed certificate for 30 years of service with the agency. Carl Gross was also recognized for retiring after 24 years of service with the agency, and Stephanie May is leaving the agency after 5 years of service to work for Spokane Ecology.
- 2. New Wood Stove Replacement Grant** – Spokane Clean Air received a grant from the Washington State Department of Ecology for \$300,000. Lisa gave a presentation of the Wood Stove Replacement program. Some discussion ensued.

BOARD MEETING: 9:50 a.m.

- 1. Advisory Council Report** – Tony Masiello gave a brief overview. The meeting consisted of overviews on the Wood Stove Changeout program and the accounting of the sale of the property on E. Augusta. There was also discussion of the marijuana program and grants that are available to lower the PM_{2.5}.
- 2. Executive Director's Report** – Volunteers of America has purchased and paid in full for the Augusta property

The Agency is following guidelines to minimize potential exposure to Covid-19 in the workplace.

The Agency has completed the review of the alternatives to burning and is requesting that be in place for another three years.

The Agency is planning on submitting for the Prevent Nonattainment (PNA) grant; it is PM_{2.5} related. Ideas for grants are Vehicle Emission Reduction Program (VERP) and dust control for dirt and gravel roads. The Agency is looking into a possible grant for a mobile monitoring program, also known as “Green Village”.

Agency staff has discussed various options and agrees that more time is needed to evaluate the Marijuana program. The Agency has reduced and minimized charges on local assessments.

At the November Board meeting the Legal Counsel was to have an annual presentation on the Public Records training. However, it will be an annual Open Public Meeting training with Michelle Fossum at the November Meeting.

Scott Windsor participated in numerous National and Regional meetings via Zoom.

ACTION ITEMS/POTENTIAL ACTION ITEMS:

3. Consent Agenda – Action Item:

- a. Approval of the September 2, 2021 Board Minutes
- b. Approval of Vouchers for September 2021, numbered 12482 thru 12499 and 12504 thru 12515 with Claims totaling \$58,833.33 and Payroll numbered 12480, 12481 and 12500 and EFTs totaling \$195,341.28 – for a Grand Total of \$254,174.61

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

PUBLIC HEARING ITEMS #4 & #5:

4. Resolution No. 21-22 – Authorizing a Temporary 5% Pay Increase Extension for an Air Quality Specialist Lead from the General Fund. Michelle Zernick gave a brief overview of resolution #21-22.

There were no public comments. Kevin Freeman moved to approve Resolution No. 21-22 as presented and Rod Higgins seconded it. Motion passed unanimously.

5. Resolution No. 21-23 – Amending the FY-2022 Budget for a State Funded Woodsmoke Reduction Grant for FY-2022 and FY-2023. Michelle verbally corrected the amount on the resolution to \$305,260.00.

There were no public comments. Ron Higgins moved to approve Resolution No. 21-23 as amended by Michelle Zernick and Jim Simon seconded it. Motion passed unanimously.

6. Executive Session(s) – The Board (5 members), Executive Director and Legal Counsel (2 members) moved into the executive session at 10:03a.m. for 20 minutes. The board meeting reconvened from the executive session at 10:27a.m.

- a. **Executive Director's Performance Evaluation** – RCW 42.30.110(1)(g) – Executive Director will receive a 4% increase on next pay period plus the current COLA for FY22.

Kevin Freeman made a motion to the Board to authorize a merit increase to the Executive Directors salary of 4% and further authorize that the Director receives whatever COLA is to be determined for the general staff. The effective date for the pay increase would be the next pay cycle and the COLA would take effect upon authorization of any COLA for staff by this board. Rod Higgins seconded it. Motion passed unanimously.

- b. **Pending Litigation** – RCW 42.30.110(1)(i) – No action taken.

7. **Activity Reports:** August – The Board will look at the board packet for this report.

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

9. **Board Concerns** – Al French would like to discuss the following topics at the November board meeting: Building Code Council Climate Change, EPA thresholds and elimination of natural gas as a fuel source. There will be a quorum for the November 4, 2021, board meeting.

Next Board Meeting – 9:30 a.m., Thursday, November 4, 2021.

10. **Adjournment** – The board meeting was adjourned at 10:36 a.m.

COMMISSIONER AL FRENCH, CHAIR

SCOTT WINDSOR, EXECUTIVE DIRECTOR