



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

SpokaneCleanAir.org

SPOKANE REGIONAL CLEAN AIR AGENCY BOARD MEETING MINUTES

September 7, 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
Lori Rodriguez, Compliance Manager
Michelle Zernick, Finance & HR Manager
Mary Kataoka, Administration Assistant
Joe Southwell, Engineer
Mark Rowe, Monitoring Section Manager
Margee Chambers, Rule Writer & SIP
Planner (ZOOM)
Calie Maki, Administrative Assistant

OTHERS PRESENT:

Viktoria Lyfar, Commissioner French's
Assistant (ZOOM)
Oliva Ryder, Sonoma Tech (ZOOM)

PUBLIC PRESENT:

WORK SESSION: 9:32 am

1. Roll call for attending Board Members and staff in attendance.
2. April gave recognition to Joe Southwell who has made a 32-year career with Spokane Clean Air. Michelle also gave recognition to Mary Kataoka who has given 24 years to Spokane Clean Air. Both are retiring at the end of September.
3. Oliva Ryder from Sonoma Tech gave a presentation on Kids Making Sense Student Pilot Program.
4. Michelle gave a presentation of the FY23 Year End Financial Review. Discussion ensued regarding time spent on the local wildfires with asbestos, FEMA, and reimbursement.
5. Lori discussed the wildfires and how they are affecting our community, contractors, our staff, and our budget. Discussion ensued.

BOARD MEETING:

1. Advisory Council Report – The Advisory Council Meeting for August was canceled.

2. Executive Director's Report – The Executive Director continues to follow up with the other small towns and Cities for the opportunity to present to their city councils. Presentations were given to Airway Heights, Millwood and Medical Lake. Deer Park was cancelled and will be scheduled in the future. Liberty Lake is scheduled for September 19th. Letters concerning the nomination and election process for the Board member representing small towns and cities were mailed out this month to begin the process. On August 18th, the Agency experienced data feed issues related to our regulatory network. Staff worked to diagnose and correct the issues so that our website was proving correct data. On the morning of August 19th, our website went offline due to demand exceeding resources. Our bandwidth has been improved and the event lasted approximately 3 hrs. Beginning August 18th, the region experienced PM 2.5 exceedances due to local wildfires and wildfires in Canada. This resulted in hazardous air quality on the 18th, 19th, 20th and 21st. Staff has begun to collect documentation for inclusion in a request for an exceptional event. On the afternoon of August 19th, the Executive Director participated in a conference call initiated by the Spokane Regional Health District concerning wildfire smoke coordination. On the call, it was agreed that the Health Officer should issue a letter recommending outdoor event cancellations. This letter was issued the afternoon of the 19th and in effect during hazardous air conditions. Community response was positive and events were cancelled. The Executive Director issued an order on August 22nd suspending fees associated with the NOI for asbestos remediation. This will enable NOI's to be issued immediately after receiving an asbestos assessment. The Department of Ecology released their PNA grant cycle criteria. While Spokane isn't a high priority area, we will continue to work with local partners to apply for those grants which might be available for PNA of PM10.

**Commissioner French left the meeting due to other obligations. Jim Simon continued the Board Meeting.

3. Public Comment – There were no public comments.

ACTION ITEMS/POTENTIAL ACTION ITEMS:

4. Consent Agenda – Action Item:
- a. Approval of the August 3, 2023, Board Minutes
 - b. Approval of Vouchers for August, 2023, numbered 13298 thru 13220 and 13322 thru 13326 with Claims totaling \$82,237.59 and Payroll numbered 13296, 13297 and 13321 and EFTs totaling \$199,689.37 – for a Grand Total of \$281,926.96

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

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

6. Public Hearing Items:

- a. Resolution No. 23-08 – Authorizing the use of project reserve funds (005) not to exceed \$15,000 to conduct educator training to use science kits purchased with prior state grant funding.

There were no public comments. Rod Higgins moved to approve Resolution No. 23-08 as presented and Kevin Freeman seconded it. Motion passed unanimously.

NON-ACTION ITEMS:

7. Activity Reports – July
 - a. Lisa was absent. No report given.
 - b. Lori gave an overview of compliance. Business as usual.
 - c. April stated that permitting has slowed down. They are discussing if a new hire is needed or use utilize the staff that we have, as Joe will be retiring. The engineers are making sure that everything is done and information is passed on before Joe leaves.
 - d. Mark gave an overview of the air quality for the month of July. The daily air quality for July 4th had an AQI of 164 because of the fireworks show in Airway Heights. For the remainder of the month, there were a few high ozone days and some blowing dust on the 17th. The air quality from the wildfire smoke in August hit a high of 510.
 - e. Michelle went over the first month of the fiscal year. Marijuana has depleted half of its budget for FY24 with a violation that had to be delivered.

8. Board Concerns – Jim Simon asked that when the Executive Director emails the board meeting invite, that the meeting is scheduled for one and a half hours so there is adequate time.

Next Board Meeting – There will be a quorum for the next board meeting at 9:30 a.m., Thursday, October 5, 2023.

9. Adjournment – The board meeting was adjourned at 11:02 a.m.

COMMISSIONER AL FRENCH, CHAIR

SCOTT WINDSOR, EXECUTIVE DIRECTOR