

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

**September 13, 2018 9:30 a.m.
Spokane Clean Air's Conference Room
at 3104 E. Augusta Ave.**

BOARD MEMBERS:

Al French, Commissioner (Chair)
Ben Stuckart, City of Spokane (Absent)
Tom Brattebo, Member at Large (VC)(Absent)
Kevin Freeman, Mayor of Millwood,
Small Cities & Towns
Rod Higgins, Mayor, City of Spokane Valley

STAFF MEMBERS PRESENT:

Julie Oliver, Executive Director
Lisa Woodard, Communication/Outreach Sect. Mgr.
Stephanie May, Public Information Specialist
April Westby, PE, Supervisory Engineer
Mark Rowe, Monitoring Section Manager
Margee Chambers, Rule Writer/SIP Planner
Lori Rodriguez, Compliance Section Manager
Mary Kataoka, Administrative Assistant

OTHERS PRESENT:

Michelle Fossum & Kristina Montanez, Legal Counsel
Ron Edgar, Advisory Council Member
Deborah Bisenius, Advisory Council Member

WORK SESSION: 9:33 a.m.

1. Air Monitoring Comparison Study Update

Julie Oliver gave an overview of two potential sites for the air monitoring study and the funding. Some discussion ensued.

2. Air Monitoring Education Video

Lisa Woodard played SRCAA's air monitoring education video for the Board.

BOARD MEETING: 9:48 a.m.

1. Advisory Council Report – Ron Edgar

Ron stated that the Advisory Council saw the video that the Board was just presented with and some brainstorming regarding the Agency's 50th anniversary next year.

2. Executive Director's Report – Julie

There were 18 applicants for the Finance and Human Resources Section Manager. We interviewed five people on September 11, 2018. There were 31 applicants for the Air Quality Specialist I. We are still reviewing the applications. EPA completed the onsite portion of their periodic review of the Agency's Title V Program. A presentation was given to the Spokane Rotary North about the Agency and recent air quality. The wildfire smoke we've been experiencing has resulted in vast amounts of website traffic and media coverage. The air quality captured national attention including interviews with the Wall Street Journal and Newsweek. The agency car sold for \$3,400. Julie's biennial evaluation is due this month, but she recommends delaying it until after the staff compensation survey has been presented. Results from the compensation survey will be presented during the work session of the October board meeting. The NOC regulation update associated with the fee changes has been filed. The fees and registration information for the marijuana program have been slow coming in and some of the data is not been what was anticipated. Information on what has been received will be pulled together and brought to the Board at the November meeting. The Board Members agreed they would like to hear more at the November meeting regarding the number of marijuana businesses that are active, review the program costs and look at the fee structure.

ACTION ITEMS:

3. Consent Agenda

- a. Approval of the August 2, 2018 Board Minutes
- b. Approval of Vouchers for August, 2018, numbered 10867 thru 10907 with claims totaling \$43,635.45 and payroll EFTs totaling \$158,968.90 – for a Grand Total of \$202,604.35

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

4. Resolution No. 18-12 – Authorizing a Temporary 10% Pay Increase for Administrative Assistants from the General Fund

Kevin Freeman moved to approve Resolution No. 18-12 as presented and Rod Higgins seconded it.

Some discussion ensued on the sunset of the temporary increase in pay. The Board Members agreed to revise the last sentence to read as “until no longer needed in the discretion of the Director.”

Rod Higgins moved to amend the motion as stated and Kevin Freeman seconded it. Motion passed unanimously.

5. Executive Session (Purpose will be announced if session is needed.) None needed.

NON-ACTION ITEMS:

6. Activity Reports: Deferred to the next month's meeting.

- a. **Public Information/Education Update – Lisa Woodard**
- b. **Compliance Activity – Lori Rodriguez**

- c. **Permitting Activity – April Westby**
 - d. **Air Monitoring Activity – Mark Rowe**
 - e. **Financial Status Report – Julie Oliver**
7. **Public Forum** – There were no public comments.
 8. **Board Concerns** – Will there be a quorum for the October meeting? There will be a quorum.
 9. **Next Board Meeting** – 9:30 a.m., Thursday October 4, 2018, Spokane Regional Clean Air Agency Office at 3104 E. Augusta Ave.
 10. **Adjournment** – The board meeting was adjourned at 10:03 a.m.

COMMISSIONER AL FRENCH, CHAIR

JULIE OLIVER, EXECUTIVE DIRECTOR