

OLYMPIC REGION CLEAN AIR AGENCY
2940 Limited Lane NW
Olympia, Washington 98502

BOARD OF DIRECTORS MEETING – Hybrid via Zoom
December 13, 2023

A video recording of this meeting is available at:

<https://www.youtube.com/ORCAA>

Files discussed at this meeting are available at:

<http://board.orcaa.org/>

Members present: Jim Cooper, City of Olympia (Chair) (via Zoom)
Greg Brotherton, Jefferson County (Vice Chair) (via Zoom)
Randy Neatherlin, Mason County (via Zoom)
Joan Cathey, City of Tumwater (via Zoom)
Mike French, Clallam County (via Zoom)
Robin Vazquez, City of Lacey (via Zoom)
Jill Warne, Grays Harbor County (via Zoom)
Dave Tobin, Pacific County (via Zoom)
Carolina Mejia, Thurston County (via Zoom)

Members absent:

Legal Counsel: Jeff Myers of Law, Lyman, Daniel, Kamerrer and Bogdanovich (via Zoom)

Staff Present: Jeff Johnston, Ph.D., Executive Director; Mike Shults, Compliance Supervisor;
Lauren Whybrew, Engineer; Odelle Hadley, Ph.D., Senior Monitoring
Specialist; Dan Nelson, Communications Manager, Lynn Harding, Financial
Services Manager Rob Wyland, Air Quality Specialist, Chris Krause, IT System
Administrator; and Debbie Moody, Office Manager/Public Records Officer (all
via Zoom)

Cooper called the meeting to order at 10:01 a.m. and asked for roll call.

APPROVAL OF AGENDA (2:40)

Cooper asked for approval of the agenda. Tobin moved approval, the motion was seconded and carried unanimously.

CHAIR REPORT

Appreciation to Mark Goodin for more than 31 years with ORCAA as the agency's lead engineer
(3:30)

Cooper thanked Goodin for his work with ORCAA for more than 31 years. He gave some highlights of Goodin's career. Board members shared additional comments and mentions of appreciations.

Goodin thanked the Board and ORCAA for the long career. Goodin noted his appreciation of ORCAA and the job they do.

A look ahead at upcoming Board meetings and a potential Board field trip in April (15:50)

Johnston went over upcoming meeting items, potential topics, and a potential field trip in April. The Board was in favor of an April field trip to follow the regular Board meeting.

PUBLIC COMMENT (23:10)

There were no public comments.

CONSENT AGENDA (23:32)

Cooper asked approval of the Consent Agenda. Brotherton moved approval of the Consent Agenda. The motion was seconded and carried unanimously.

NEW BUSINESS

ORCAA's Policy and Procedures Manual Update (23:55)

Johnston explained the P&P Manual is our internal policies and went over the proposed changes. There was discussion related to the purchasing policy but no changes to the proposed changes.

Cooper asked for a motion to approve as presented. Mejia moved approval. The motion was seconded and carried unanimously. Staff requested an effective date of January 1, 2024. Cooper moved the previous motion include the effective date of January 1, 2024. The motion was seconded and carried unanimously.

ORCAA Records Update (37:58)

Johnston gave a brief presentation summarizing the previous year of records management.

DIRECTORS REPORT

Compliance Manager Update (47:50)

Shults stated we will be bringing a draft regulation change to the Board in January related to gasoline dispensing facilities. We recently dealt with a large burn pile in Mason County and Shults wanted to thank Mason County agencies for their assistance. Shults also noted we have recently hired Aidan Palm as our newest Air Quality Specialist who will start in January.

Engineering Manager Update (53:50)

Whybrew highlighted Alta Forest Products (Mason County), Pacific Northwest Renewal Energy (Grays Harbor County) and AGP (Grays Harbor County). Whybrew added we will be holding a public hearing for the Pacific Northwest Renewal Energy in January. (Tobin was excused at 11 am)

Senior Air Monitoring Specialist Update (1:00:34)

Hadley went over the October and November air monitoring data. Hadley did note we had some equipment failures that were resolved by Wyland. Hadley discussed the installation of a new aethalometer in Lacey and shared some preliminary data from the instrument.

Communications Manager Update (1:11:45)

Nelson noted he had recently did a classroom presentation at the Shelton High School. The District requested assistance with curriculum ideas for science programs – Nelson is working with the Northwest Air Quality Communicator's Group on ideas.

The Northwest Air Quality Communicator's Group is also working on developing resources for coordinated messaging across the state.

Nelson added the woodstove program is doing well.

Finance Services Manager Update (1:20:50)

Harding updated the Board on the open financial specialist position, aiming for January interviews and a start date of February 2024. Harding briefly went over our tenant occupancy. It was noted we will have a finance committee meeting in January.

Executive Director Update (1:24:29)

Johnston went over the current staff changes and future growth. Johnston stated we are planning on interviewing for the re-configured Compliance Manager in January.

Johnston noted he and staff are working with Ecology on a minor update to Washington's State Implementation Plan (SIP). We are working to bring the SIP in line with the change to ORCAA rules related to recreational fires in Lacey, Olympia, and Tumwater which was finalized earlier in 2023.

Johnston stated there may be some air quality items to watch during the upcoming legislative session.

Johnston added he is still working on setting up meetings to talk to Board members one-on-one.

There was some discussion regarding lead in aviation fuel.

Vazquez noted the Board of Health will be coming up with a plan for extreme heat events and related issues and wondered if there were any ideas on partnerships. There was some additional discussion.

GOOD OF THE ORDER (1:46:46)

Cooper added some links in the chat related to Solar grants. Cooper mentioned a Lewis County Hydrogen facility and was concerned about ORCAA's airshed. (French left the meeting @1150am)

EXECUTIVE SESSION (per RCW 42.30.110)

There was no Executive Session.

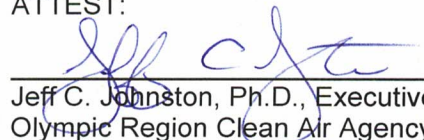
ADJOURNMENT (1:51:52)

Cooper adjourned the meeting at 11:52 a.m., adding our next meeting is in January.

CERTIFICATION

I hereby certify this is a true and correct copy of the minutes of the meeting of the ORCAA Board of Directors held on December 13, 2023, in Olympia, Washington.

ATTEST:



Jeff C. Johnston, Ph.D., Executive Director
Olympic Region Clean Air Agency

Jim Cooper, Chair
ORCAA Board of Directors

DATED: 1/25/2024