

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

**Finance Committee Meeting – Hybrid via Zoom**  
January 10, 2024

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: Greg Brotherton, Jefferson County (Chair) (via Zoom)  
Jim Cooper, City of Olympia (via Zoom)  
Randy Neatherlin, Mason County (via Zoom)

Members Absent: ~~Randy Neatherlin, Mason County~~

Legal Counsel:

Staff Present: Jeff Johnston, Executive Director; Lynn Harding, Financial Services Manager;  
and Dan Nelson, Communications Manager (all via Zoom)

The meeting was called to order at 9:01 am.

**APPROVAL OF AGENDA (:06)**

Brotherton asked for approval of the agenda. Neatherlin moved approval and the motion carried unanimously.

**APPROVAL OF MINUTES (:24)**

Brotherton asked for approval of the Minutes. Cooper moved approval, motion was seconded and carried unanimously.

**NEW BUSINESS**

Fiscal Year 2024 – Second Quarterly Report (1:09)

Johnston gave a brief update for Fiscal Year 2024 Second Quarterly Report noting we are doing well.

Harding went over several line items, noting we are on target for both revenue and expenditures.

There was discussion regarding the purchase of an electric vehicle in the future, the available grants, and some of the challenges of electric vehicles.

Fiscal Year 2024 – Budget Amendment (19:18)

Johnston briefly explained the budget amendment, noting the staffing changes, salary and benefit changes and additional revenues.

Harding gave a detailed explanation of the changes affecting the budget. There was some discussion regarding the expected penalty monies we are expecting. Harding noted the overall change amends the budget by \$135,000.

3-Year Budget Forecast (51:13)

Johnston noted we had prepared a 3-year forecast, however due to time constraints Cooper requested we hold off until we get have more information on the upcoming settlement.

There was nothing further for the committee.

**ADJOURNMENT (55:02)**

The meeting adjourned at 9:56 am.

**CERTIFICATION**

I hereby certify this is a true and correct copy of the minutes of the meeting of the ORCAA Finance Committee held hybrid, via Zoom, on January 10, 2024, in Olympia, Washington.

ATTEST:

  
\_\_\_\_\_  
Jeff C. Johnston, Executive Director  
Olympic Region Clean Air Agency

  
\_\_\_\_\_  
Greg Brotherton, Chair  
ORCAA Finance Committee

DATED: 4/10/2024