

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

**BOARD OF DIRECTORS MEETING – Hybrid via Zoom**  
February 14, 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: 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)  
Jill Warne, Grays Harbor County (via Zoom)  
Michael Steadman, City of Lacey (via Zoom)  
Dave Tobin, Pacific County (via Zoom)  
Tracey Carlos, for Emily Clouse, Thurston County (via Zoom)  
Mike French, Clallam County (via phone)

Members absent:

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

Staff Present: Jeff Johnston, Ph.D., Executive Director; Robert Moody, Compliance Manager; Mike Shults, Compliance Manager; Jennifer DeMay, Engineering Supervisor; Odelle Hadley, Ph.D., Senior Monitoring Specialist; Dan Nelson, Communications Manager, Chris Kraus, IT System Administrator; Jackie Wallner, Administrative Assistant; 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.

Cooper recognized Dan Nelson for 20 years of service.

**APPROVAL OF AGENDA (5:00)**

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

**CHAIR REPORT (5:19)**

Chair to appoint Finance Committee

Cooper noted, he, Neatherlin and Brotherton, will continue to serve as the Finance Committee, with Brotherton serving as chair and Warne to remain as alternate.

Appreciation to Robert Moody for over 34 years of service to ORCAA (7:31)

Cooper thanked Robert Moody for his work with ORCAA for more than 34 years. Cooper mentioned several highlights from Moody's career.

R. Moody shared a couple of stories from his work with ORCAA.

Board members and staff shared additional comments and mentions of appreciation.

#### **PUBLIC COMMENT (33:08)**

Marianne Tomkins, Sally Smith both noted they are just present to listen.

#### **CONSENT AGENDA (34:06)**

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

#### **PRESENTATION (34:40)**

##### Report on the Safer Spaces Outreach and Advocacy Program (SSOAP) – Tye Gundel & Quinn Zigterman of OlyMAP

Johnston briefly explained how ORCAA came about assisting OlyMAP.

Gundel and Zigterman gave a presentation explaining the program, its challenges, and successes. There were additional comments from the Board, there was no action required. Johnston noted from ORCAA's perspective this program has been a success with regards to burning and complaints.

Johnston noted we may be looking at continued funding in the future.

#### **PUBLIC HEARING**

##### FY24 Budget Amendment (1:09:02)

Johnston gave a brief explanation of the budget amendment. It was noted we have had no written comments.

Cooper opened the public hearing at 11:12 a.m. for Fiscal Year 2024 Budget Amendment and asked if there were any public present to comment. There were no comments. Cooper closed the public hearing at 11:13 a.m.

Brotherton moved approval of the 2024 Budget Amendment as presented. The motion was seconded and carried unanimously.

#### **DIRECTORS REPORT**

##### Compliance Manager Update (1:13:49)

Prior to Shults' report, Johnston noted Shults has been promoted to Compliance Manager. The Compliance Manager position was updated and now the position oversees both the Engineer Team and Inspection Team.

Shults thanked Johnston. Shults stated we are currently working with a city official at Sequim who will be adding a stamp to their renovation paperwork, noting the applicant needs to contact ORCAA. We are working with Mason County to coordinate a response regarding an outdoor burning issue.

Shults also wanted to note we received a summary judgement on a demolition case prior to a hearing. Staff thanked our legal team, specifically Matthew Sonneby who did a fantastic job.

Shults added we are currently working on hiring an Inspector Supervisor.

#### Engineering Manager Update (1:26:10)

DeMay highlighted Pacific Northwest Renewable Energy noting the public hearing we held in Hoquiam went well. We did receive many comments and is currently working with both Ecology and the applicant to address them.

DeMay noted we are working with Weyerhaeuser in Raymond to permit some new equipment.

DeMay added we are planning on interviewing engineer candidates next week as we are down an engineer on our team.

#### Senior Air Monitoring Specialist Update (1:29:11)

Hadley went over the January air monitoring report noting it showed mostly good air quality.

Hadley stated she has completed the Mason County Saturation Study report and it is currently under staff review.

Hadley explained EPA's recent update to the National Ambient Air Quality Standard (NAAQS) for PM2.5 and the changes we will see with regards to our monitoring and reporting due to changes in the Air Quality Index (AQI). No areas in ORCAA's jurisdiction are currently in danger of violating the new, tighter annual standard for PM2.5. DeMay briefly noted impacts the new standard may have on permitting projects. The new rule will take effect 60-days after its published in the Federal Register, but we don't know when that will be. Likely in the next month.

#### Communications Manager Update (1:42:49)

Nelson explained he met with the Inspection Team to work on targeted mailings related to burning. We will be exploring the cost of our land clearing fees in relation to hauling the debris to compost or landfills.

Nelson reminded the Board we now allow campfires in Lacey, Olympia, and Tumwater. Ecology is holding a public hearing in March to include our new rule into the Washington State Implementation Plan (SIP).

Nelson mentioned we will be attending some upcoming home shows throughout our jurisdiction in the coming months.

Woodstove reduction program is going well for this time of year, Nelson noted.

#### Executive Director Update (1:49:34)

Johnston noted we have begun work on our FY2025 budget and will bring a draft to the Finance Committee in April.

The effort to fill the Financial Specialist position has been difficult, hope to have updates soon. Also working with D. Moody to upgrade the Records Clerk job description and then post for recruitment.

Johnston shared the history and context of the Crown settlement of \$1.9 million.

Johnston noted the settlement money will be tracked separately in our contingency funds. Ultimately the Board will have final say on our budget, this settlement is no different.



Neatherlin asked if we have to spend the money in a specific manner, if not he felt it should only be spent if necessary. (Brother and Warne left the meeting at 12pm). Johnston and the Board agreed it will be spent as necessary.

**GOOD OF THE ORDER (2:01:02)**

Cooper asked if there was a good of the order. Steadman reminded the committee and staff to keep things light.

**EXECUTIVE SESSION (per RCW 42.30.110)**

There was no Executive Session.

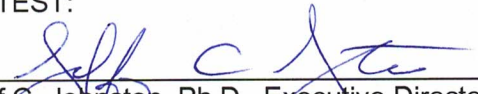
**ADJOURNMENT (2:03:02)**

Cooper adjourned the meeting at 12:04 p.m., adding our next meeting is on March 13.

**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 February 14, 2024, in Olympia, Washington.

ATTEST:

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

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Jim Cooper, Chair  
ORCAA Board of Directors

DATED: 3/13/2024