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

BOARD OF DIRECTORS MEETING – via Zoom

January 13, 2021

Members present	Jim Cooper, City of Olympia (Chair) Greg Brotherton, Jefferson County Joan Cathey, City of Tumwater Randy Neatherlin, Mason County Bill Peach, Clallam County Carolina Mejia, Thurston County Jill Warne, Grays Harbor County
Members absent	Cynthia Pratt, City of Lacey (Vice Chair) (power outage) Mike Runyon, Pacific County
Legal Counsel	Jeff Myers and Michael Throgmorton of Law, Lyman, Daniel, Kamerrer and Bogdanovich
Staff Present	Fran McNair, Executive Director; Robert Moody, Compliance Manager; Mark Goodin, Engineering Manager; Odelle Hadley, Senior Monitoring Specialist; Dan Nelson, Public Information Officer; Lynn Harding, Administrative Services Manager; and Debbie Moody, Office Manager/Public Records Officer

Cooper called the meeting to order at 10:06 a.m. Cooper requested roll call and introduction.

Cooper asked if everyone was ok with the Agenda. There were no comments, the Agenda was accepted on consensus.

CHAIR REPORT

Cooper noted we did not have a finance committee meeting, as scheduled, due to a power outage. Cooper stated Harding will likely give us a brief update during the staff reports.

PUBLIC COMMENT

There were no public comments.

CONSENT AGENDA

Cooper asked approval of the Consent Agenda. Brotherton moved approval of the Consent Agenda. The motion was seconded and carried with one abstention (Mejia).

NEW BUSINESS

Title V (AOP) Funding discussion

Cooper explained the finance committee had been discussing the financial reports last year and had several questions around the reserves and the Title V program functions on the books. We requested staff give us an overview.

Goodin presented a PowerPoint with an overview of the Title V (AOP) program. Peach asked what the reserves are and how they compare to the operating expense. Goodin noted the reserve for the Title V program is between 10 and 20% of the projected budget as detailed in the analysis. Peach

asked if we go negative for a year can we appeal to the legislature or from other funding and draw from our reserves. Is there a way to fund the program? Cooper stepped in and noted the total cash basis at the end of last fiscal year was $1.6 million. When we account for our contingency funds, Cooper continued, including Title V reserves, our ending fund balance will be about $912K. The Board isn't concerned with the budget so much as the finance committee wanted an overview of the Title V financial program.

There was no action required of the Board.

DIRECTORS REPORT

Compliance Program Update

For the new members, R. Moody went over each of the reports to familiarize them for future meetings.

R. Moody noted, back in the late 1980s, smoke was very bad in Lacey, Olympia and Tumwater and Thurston County was placed on the non-attainment list for poor air quality. The primary reason was woodstove usage and we received grants to replace stoves (and we still do that today). During poor air quality days, we restricted their use, mandated dry fuel and new technology. Air quality improved and in 1995, EPA provided funding to get off the list. To do that, ORCAA had to prepare a plan to come into attainment. The conclusion of the maintenance plan was Thurston County could continue to meet air quality through 2010. When we approached 2010, EPA asked that we show we can keep the air clean through 2020. We have met the requirements and R. Moody noted he will be filing the final paperwork to complete and retire the maintenance plan. R. Moody noted he did shepherd this project from start to finish.

Cooper requested when staff meet with the new members to make sure staff can catch them up on the last 10 years of burning conversations we have had regarding Thurston County, the permitting and perhaps charging for permits and some day eliminating outdoor burning in Thurston County.

McNair did note we do have outdoor burning discussion on the February agenda.

Engineering Program Update

Goodin gave a brief overview of the engineer report and briefly went over the pending permits. Goodin highlighted Sierra Pacific Industries (SPI) noting this permit has been finalized and mailed out in the next day or so. It was a fairly big case and took a lot of time for both the engineers and compliance. Goodin noted SPI installed 8 *(sic)* new kilns and did it without our approval so got themselves into a bit of trouble. It has all been resolved and their permit will be sent.

Air Quality Program Update

Hadley stated she will give her normal monthly report, as well as an annual summary for 2020. December air quality was very typical for winter. We had no air quality days above moderate. Hadley explained the chart to the new members.

Hadley went over the annual summary. It was noted the percentage of valid data for each site for 2020. Hadley explained she had worried, because of covid, that we would lose data. Fortunately, our valid data is one of our better years. Hadley noted the very high numbers on the annual chart and the added category of Hazardous. Hadley explained the very high numbers represent the 10-11 days of wildfire smoke we had last September. Hadley wanted to point out, even though we hit hazardous on several days, we did not come close to the annual average at any of our sites. It was noted Ecology will issue an exceptional event, apply to EPA to have those data removed from the design value calculations and it won't count against us. Hadley explained how we determine if we meet the air quality standards.

Hadley gave a brief explanation of the Saturation Studies for the new members. Hadley explained air quality sensors have become more prevalent in the past few years. PurpleAir sensors have become very affordable for the public and have been showing up in our region, Hadley noted. The data is available for everyone to see so we are now moving away from installing our own sensors for the studies and will be using the ones the public have installed. We can now use this data to provide a continuous evaluation rather than rotating through each county. Hadley explained how the sensors may be used and when we would consider purchasing more and how they would be placed.

Hadley stated she has completed and submitted documents for our Community Toxics Grant. It is currently under review and we hope to have it published in the next couple of months. We recently submitted a new grant to EPA which is to evaluate current strategy used to evaluate wildfire smoke.

Hadley noted her and Grant continue to keep the sites operational and she continues to make trips to CPO as needed, even with the stricter guidelines. Hadley stated she has been serving as the Technical Chair for the Northwest AirQuest Consortium. This group of researchers, policy, and government agencies (EPA, Ecology, WSU, USW, Idaho and Oregon) are working with air quality modeling and regional air quality concerns.

Peach noted he is Vice Chair of the Board for Natural Resources and there is preposed legislation regarding fire management. Peach stated he is interested in the information ORCAA has regarding the impact of forest fires on air quality. If he can assist as a liaison, Peach stated, he would be happy to do that. He requested a chance to look at the data and requested Hadley follow up with him. Peach explained what his Board assists with and how they might be able to assist ORCAA. McNair and Cooper both appreciated the information and Cooper expressed he would like to be part of conversations involving ORCAA.

Education and Outreach

Nelson explained he is the PIO for the agency covers a bit of everything, working closely with all departments. In the packet, Nelson stated, you will find a recent publication we sent out covering the different types of burning we regulate. Compliance had requested this publication, thinking it would be helpful to our constituents in getting the proper permits and doing things properly when disposing organic waste. ORCAA's goal is to educate and get people to change behavior, this is one of the many ways we are doing that. Nelson went over the other programs he is involved with (woodstove, etc.)

Brotherton noted he thought it would be great if the burn brochure included biochar and how we interpret the type of burning it is. Nelson stated once we have an official policy, he would be happy to do whatever is necessary. Brotherton stated he was under the impression biochar is just another burn event and would need a permit. It seems it would be helpful and in line with the burn policy. Peach stated he was in support of Brotherton's suggestion.

Nelson suggested a special publication explaining what biochar is and how they can make use of the technology. Cooper stated it would be helpful for the Board to get a '101' so we are all on the same page. Cooper requested staff consider that before posting any information.

Finance/Administrative Update

Harding briefly went over the quarterly financial report that was to go before the Finance Committee. Bottom line, Harding noted, we are on target with our budget.

Harding noted we recently submitted our E-Well City application and if we are awarded, we will give us a 2% reduction on our medical premiums. Harding reminded the Board that Cooper had requested we look at solar energy options for the agency. Harding stated due to time constraints

she would defer this to the next board meeting. Cooper stated we could save that for another meeting as it would be timely for the new budget and the payoff of the building next year.

Executive Director's Report

McNair stated majority of staff continues to work remotely and it is going well. We have developed several policies and guidance for our inspections and have shared them with other agencies. McNair explained we have been working closely with SPI, as Goodin noted, and we were able to get their permit signed off today and their permit will be mailed out this afternoon.

McNair noted the legislative session started on the 11th and we will follow the legislation along with Ecology and the other air agencies. We will be bringing an outdoor burning presentation to the February Board meeting, per the board's request.

McNair stated she will be sending an email out to the new board members regarding a meeting to learn about ORCAA. McNair explained she feels we will continue with Zoom meetings until at least June.

GOOD OF THE ORDER

Cooper requested Peach extend our thanks to Winborn for her service on the Board. Cooper also asked that McNair send an email on the Board's behalf. McNair noted we have ordered a small gift for Cormier and will be sending it to him this afternoon.

Cooper asked McNair to remind him if this is a Personnel Committee year for director evaluations and whether it is an election year for Board officers. McNair noted an evaluation was done in 2020. McNair believed we held elections in 2020 but will verify and let Cooper know.

ADJOURNMENT

The meeting adjourned at 11:58 a.m.

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 January 13, 2021, in Olympia, Washington.

ATTEST:

Francea L. McNair, Executive Director
Olympic Region Clean Air Agency

Jim Cooper, Chair
ORCAA Board of Directors

DATED: 2/13/2021