

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

**BOARD OF DIRECTORS MEETING – via Zoom**

May 12, 2021

Members present	Cynthia Pratt, City of Lacey (Vice Chair) Joan Cathey, City of Tumwater Randy Neatherlin, Mason County Carolina Mejia, Thurston County Jill Warne, Grays Harbor County Bill Peach, Clallam County Frank Wolfe, Pacific County
Members absent	Jim Cooper, City of Olympia (Chair) Greg Brotherton, Jefferson 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

Pratt called the meeting to order at 10:00 a.m. and noted Cooper is absent today.

Pratt asked for a motion to approve the Agenda. Mejia moved approval of the Agenda. The motion was seconded and carried unanimously.

**CHAIR REPORT**

SAO Exit Conference

Pratt noted we have Bryson Bristol and Hannah Heelan of the State Auditor's office to give a report.

Bristol explained they would be presenting the results of the recent ORCAA Audit. Bristol presented a PowerPoint for the Exit Conference. Bristol explained the reason behind audits and the role they play in government. Heelan went over the audit results. Heelan noted the audit period covered July 1, 2018 through June 30, 2020. Heelan noted the conclusion of the audit states in the selected areas, ORCAA operations complied, in all material respects, with applicable state laws, regulations, and its own policies, and provided adequate controls over the safeguarding of public resources. Heelan explained they use a risk-based approach and examined the woodstove reduction program, general disbursements in accounts payable, purchases, self-insurance for unemployment and documentation of Minutes.

Heelan stated there were no findings during the ORCAA Audit. Bristol noted all audit costs were in alignment with the original estimate, the next audit is scheduled for 2023 and an estimated cost is provided in the exit packet. The report will be published within a couple of weeks, Bristol stated.

There were no questions of the Board.

## **PUBLIC COMMENT**

Pratt noted Janna Wiley was requesting to speak. Pratt noted Ms. Wiley would be allowed 3 minutes.

Wiley noted she lives in Olympia and wanted to follow up to her comments from April. She noted she had not received an answer to her question why the Covid Burn Ban has been lifted and why do you allow the burning of homes for firefighting training with composition roof, pvc plumbing, linoleum, vinyl windows and carpets in place. Wiley stated no other state in the country allows this type of burning.

Wiley commented the guidelines for wildfire smoke dated October 9, 2020 recommendations are based on health recommendations. The CDC guidelines for open burning which was updated November 13, 2020 recommend reduction of smoke exposure for health reasons. The third bulletin from the CDC on prescribed burning recommend the burn be required only if necessary. Wiley asked ORCAA why burning of large slash piles is reasonable and necessary during a pandemic.

Pratt noted the next person requesting to speak is Harriett Ammann. Pratt noted she too would be allowed 3 minutes.

Dr. Ammann noted she lives on the west side of Olympia and is present to support and endorse the comments and questions Wiley made. Dr. Ammann noted she has professional experience with smoke through EPA, Department of Health and Ecology. Dr. Ammann noted Wiley's statements are important, especially with regards to structure fires. Dr. Ammann noted she is currently working with Department of Health regarding smoke, fires and structure fires. Dr. Ammann noted with regards to slash burning, it is important to consider vulnerable populations and per Wiley there are people there that are vulnerable.

Pratt requested emails from both Wiley and Ammann, noting it may behoove them to restate the questions via email so ORCAA may be able to respond.

## **CONSENT AGENDA**

Pratt asked approval of the Consent Agenda. Cathey moved approval of the Consent Agenda. The motion was seconded and carried unanimously.

## **NEW BUSINESS**

### Online Residential Burn Permits to GH Fire District #12 and city of McCleary

McNair explained she, along with Nelson, R. Moody and Shults of staff have been working with the city of McCleary and Fire District 12 in Grays Harbor County. After the last Board meeting, there was a desire to look at the potential to look at online permit systems such that we have for Thurston County. Our current system has been very successful in Thurston County, McNair stated. McNair stated we met with the Mayor of McCleary, as well as Fire District 12. The city has brought the idea back to the council and they are supportive. The next meeting is May 26 and staff will be available to answer questions of the council regarding an online system for residential permitting. We will need education and outreach to make this a successful program for Grays Harbor, McNair stated.

McNair stated we are feeling confident in moving forward and feel it would be a great thing to do throughout our jurisdiction. McNair did note, if we go forward, we will be entering into an MOU with them. R. Moody noted it is a good step forward and opportunity to involve other counties in the process. Our current system is very useful to staff and other parties. Nelson added it is a great communication tool for those people getting permits. We have a excellent way of getting a hold of



burners if something comes up. Nelson stated he and Grant (IT staff) have been working well together to keep the information safe and useable.

Pratt noted it sounded like a good program and asked staff to update the Board on a decision.

## **DIRECTORS REPORT**

### Compliance Program Update

R. Moody noted the report indicates we are moving closer to 'normal' with several inspections being completed. Asbestos and demolition permits continue to come in and we have been dealing with a lot of outdoor burning complaints.

Cathey requested clarity regarding the public comments. Cathey wanted to know how compliance fit with what was being said. R. Moody noted the connection would be that we do permit land clearing burns in most of our area. He pointed out the land clearing permits that have been issued over the previous month, noting they are performed for a variety of reasons. Specific to the burn near Wiley, we are waiting for a favorable weather pattern which will aid in keep smoke away from the sensitive individuals. Cathey asked if staff would be responding to Wiley's questions and concerns. McNair noted burning is allowed in that area and the best we can do is abide by any bans (Summer burn ban or air quality) and deal with any air quality issues. We can put conditions on the permits, but we cannot tell them they can't burn.

### Engineering Program Update

Goodin stated we have quite a few permits in our system and seven have been finalized since our last meeting. Goodin gave a brief explanation of some of the permits that we handle. He noted if there are any questions or details regarding any of the permits, he requested members contact him directly.

Pratt asked if she could get information on PKKM Inc, wondering if that is the name, is it abbreviated and where are they located. Goodin noted he would have to get back to her.

### Air Quality Program Update

Hadley stated air quality for April was good, even on our maximum, at all our sites. Hadley noted we did lose several days of data in Raymond.

We continue to collect Ozone. As mentioned last month, Hadley reminded the Board, the Lacey site will be the only Ozone monitor in our region, sans CPO. Ecology's Yelm site is down due to construction. The standard for Ozone is 70 ppb and as the chart shows we are below that number by quite a way. It was noted the 3 highest days correspond to the 3 very warm days we had in April.

Hadley stated she did an upgrade to the datalogger up at CPO and has been working on a maintenance plan for the infrastructure. The annual CPO report was recently submitted to EPA.

Aberdeen and Lacey had their quarterly QCs completed. Pump rebuilds for all the sites has been ongoing. Hadley also mentioned she has been spending time organizing the NW Airquest annual meeting.

### Education and Outreach

Nelson explained most of his time has been spent on outdoor burning. We were successful in getting an extra \$10,000 for our woodstove program. We have already allocated all of those funds

and we hope to have it all spent before the end of the year. Nelson did note there has been a delay in getting appliances placed due to Covid. Nelson noted he continues to work with compliance and fire districts regarding outdoor burning.

#### Finance/Administrative Update

Harding noted the Finance Committee met this morning and briefly discussed the Fiscal Year 2022. Cooper had requested we discuss the details of the office building maintenance so that was also discussed this morning, Harding stated. We continue to work on repairing the front door and find a landscaper.

Pratt added the committee made a recommendation to increase the director's salary from \$141,000 to \$165,000, to match the salary of Southwest Clean Air Agency's director. McNair asked for a motion to move forward. Myers stated it would be best to have 2 different budgets: one with the increase and one without.

#### Executive Director's Report

McNair stated EPA has been doing great work since the new administration. The state of Washington was consistent with California's emissions rules under CARB, the prior administration stated California could no longer have the additional emissions restrictions and no other state could either. It sounds like that is being rescinded.

McNair noted most staff are still working remotely and a majority have been vaccinated. At the upcoming Air Directors' meeting we will be discussing what the other air agencies will be doing to move staff back into offices. We also have a few staff attending AWC and MRSC training sessions regarding the impacts of Covid on government. McNair noted staff have been doing a great job working this past year under these very difficult times.

McNair did note we currently have one Air Quality Specialist opening and we hope to fill it in the next couple of months. McNair reminded the board our budget will be brought to them in June for adoption.

#### **GOOD OF THE ORDER**

There was nothing for the Good of the Order.

#### **ADJOURNMENT**

The meeting adjourned at 11:04 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 May 12, 2021, in Olympia, Washington.

ATTEST:

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

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Jim Cooper, Chair  
ORCAA Board of Directors

DATED: June 9, 2021