



A G E N D A

LANE REGIONAL AIR PROTECTION AGENCY
MONTHLY BOARD OF DIRECTORS MEETING
THURSDAY JUNE 11, 2020
12:15 P.M.

Note Location → VIA ZOOM

(Note: Start times for agenda items are approximate.)

1. (12:15 p.m.) CALL TO ORDER
2. (12:15 p.m.) ADJUSTMENTS TO AGENDA
3. (12:20 p.m.) PUBLIC PARTICIPATION (time limited to three minutes per speaker)
 - A. **Comments on an Item on Today's Agenda**
 - B. **Comments on a Topic Not Included on Today's Agenda** (Note: This is an opportunity for the public to bring up unscheduled items. The board may not act at this time but, if it deems necessary, place such items on future agendas. Issues brought up under this agenda item are to be limited to three minutes' speaking time by the person raising the issue. If additional time is necessary, the item may be placed on a future agenda.)
 - C. **Comments from Board Members** (Note: This is an opportunity for Board Members to bring up unscheduled items regarding today's public comments, and/or written/electronic comments they have received. The board may not act at this time but, if it deems necessary place such items on future agendas.)

ACTION ITEMS:

4. (12:30 p.m.) Consent Calendar
 - A. Approval of Minutes of May 14, 2020 Board of Directors Meeting [VIEW MATERIAL](#)
 - B. Approval of Expense Reports Through May 2020 [VIEW MATERIAL](#)

REPORTS:

5. (12:40 p.m.) Advisory Committee – CAC applicant Jack Carter [VIEW MATERIAL](#)
6. (12:50 p.m.) Director's Report of Agency Activities in the Month of May 2020 [VIEW MATERIAL](#)
7. (1:00 p.m.) Dashboard Report [VIEW MATERIAL](#)
8. (1:15 p.m.) Budget Updates [VIEW MATERIAL](#)

DISCUSSION:

9. (1:30 p.m.) Old Business - Succession planning update
10. (2:00 p.m.) New Business
11. (2:10 p.m.) Adjournment

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MINUTES **LANE REGIONAL AIR PROTECTION AGENCY** **BOARD MEETING**

June 11, 2020

VIA - ZOOM

ATTENDANCE:

Board: Joe Pishioneri – Board Chair - Springfield; Kathy Holston – Vice Chair - Oakridge; Jeannine Parisi - Eugene; Gabrielle Guidero – Springfield; Joe Berney – Lane County; Mike Fleck - Cottage Grove; Mysti Frost – Eugene; Betty Taylor – Eugene; Charlie Hanna – Eugene

Others: Jim Daniels - CAC Chair; Kathy Lamberg – CAC Vice Chair

Staff: Merlyn Hough; Debby Wineinger; Nasser Mirhosseyni; Max Hueftle; Colleen Wagstaff; Travis Knudsen; Beth Erickson; Robbye Robinson

1. OPENING: Pishioneri called the meeting to order at 12:18 p.m.

2. ADJUSTMENTS TO AGENDA; None

3. PUBLIC PARTICIPATION:

A. Comments on an Item on Today's Agenda

B. Comments on a Topic Not Included on Today's Agenda (Note: This is an opportunity for the public to bring up unscheduled items. The Board may not act at this time but, if it deems necessary, place such items on future agendas. Issues brought up under this agenda item are to be limited to three minutes' speaking time by the person raising the issue. If additional time is necessary, the item may be placed on a future agenda.)

Parisi last month public comment – Travis reached out to Lisa Arkin. She had another meeting she needed to go to. He helped her with the information she needed, and she did not indicate she would be participating in today's meeting.

Taylor City of Eugene reappointed Jeannine **Parisi** to the LRAPA Board, and new member is Howard Saxion, he will be replacing Charlie Hanna.

Fleck thanked Travis and Merlyn for the letter to the editor thanking the City for the Cottage Grove Tree Limb Program.

4. ACTION ITEMS:

Consent Calendar:

- A. Approval of Minutes of May 14, 2020 Board of Directors Meeting and Budget meeting
- B. Approval of Expense Report for May 2020

MOTION: Fleck MOVED to approve the Consent Calendar; Taylor SECONDED THE MOTION. VOTE ON MOTION: UNANIMOUS

5. ADVISORY COMMITTEE:

Daniels said they agreed on the proxy alternate discussion and decided to not allow alternates. The bylaws will be updated. We had our first conversation regarding alternatives to outdoor burning and they will be continuing the conversation. Interviewed Jack Carter and recommend the Board appoint him to the committee.

MOTION: Taylor MOVED to appoint Jack Carter to the committee; Fleck SECONDED THE MOTION. VOTE ON MOTION: UNANIMOUS

6. DIRECTOR'S REPORT:

Some changes in protocols with inspections, no special requirements from DEQ confirmed in writing copy. [VIEW LETTER HERE](#)

Knudson spoke about some of the public relations events that occurred in May.

- Air quality awareness education materials for students.
- PurpleAir community meeting. Talked about the network. The goal is to find participants in the Bethel area. There are about 6 people that are interested in joining the community network. **Parisi** said the EWEB location at 4200 Roosevelt is available for PurpleAir monitoring.

Fleck asked if ECRO staff training was related to the Beyond Toxics complaint received some time back. **Knudsen** said it was part of the agreement. **Hough** said LRAPA started the conversation and reached out to the Bethel school dist. With the EPA agreement, we would give special emphasis to this area.

Hough said Travis has really hit the ground running with everything considered during this difficult time.

Hough said the last several items of the Directors Report refers to some updated schedule items. We will be doing quarterly budget updates. He has also added a monthly budget update with the first one during this meeting to give you the latest updates and any disturbances in financial trends. The Dashboard and updates for Oakridge TAG grant are also done quarterly.

Fleck brought up again the gasoline facilities on the enforcement report. It has now been over 13 months. Each month he is told there will be resolution. **Hough** said they will be dropping off; each one has been different. There has been steady progress. **Parisi** asked if there was a process ahead of time to remind people that their testing was coming due, so you do not run into these problems again. **Hough** said the strategy is to remind people a year ahead of the testing. It did avoid problems with a lot of them, but there are just so many facilities. One of the problems is they change owners often. **Berney** asked if maybe there was some way in escrow closing, someone acknowledges the reporting requirements. **Hough** said there is a change of ownership notification to LRAPA that is required where the new owner is recognized as the person responsible. **Berney** clarified his question and asked that if when someone takes ownership, is there a statement they can sign that they have read, reviewed, and agreed to the requirements. **Hough** said that is part of the ownership process, but it does not appear they are committing to the requirement.

Parisi asked what the plan was for staff moving back into the office and when the lobby would be open again for visitors under Phase 2. **Hough** said we just updated our guidelines this week. We can share that with the Board if there is an interest. With our business category there is still a strong work-from-home encouragement. We are trying to comply with that. We limit the number of staff in the office at the same time. We have made some modifications like plexiglass shields and tape on the floor with arrows for proper flow of staff to minimize interactions. There is a policy requiring face masks. **Guidero** said with the shield and face mask there is not a lot of accommodations for people with hearing issues. Have you given that any thought? **Hough** said it has not come up and there are not any hearing issues with staff. We would be open to suggestions if anyone knows of things that are constructive. **Guidero** said she thinks people are just starting to see it as an issue. Hopefully, it will be something that starts to get addressed.

Taylor asked if the July meeting will be in the office. **Hough** said we will still be in Phase 2 and that should not change before the meeting. It will be a Zoom meeting.

7. DASHBOARD REPORT:

Hough noted that Travis updated the format of the report. **Pishioneri** said he liked the format but asked if the yellow wording could be a little sharper, it was a little hard to read.

Parisi asked if Airmetrics should be in the yellow status and is it something we should be watching to see if sales pick up. Regarding air toxics monitoring, she thought she heard the state may be cutting some of the funding for it and what are the next steps for Cleaner Air Oregon?

Hueftle said regarding the Cleaner Air Oregon timeline, it is kind of indefinite, there are a lot of issues we must work through. We announced six call-in facilities. We did call in four prior to the COVID shutdown. Arauco shutdown. We have delayed International Paper they have been working on Regional Haze requirements and other regulatory issues. Once we call a source in, they are to submit a call-in theme within 30 days. 30 days after that they have to submit an emissions inventory that details their air toxics emissions. That step can take a long time to agree on the method relative to the inventories. Once we agree on the inventory, there is a modeling and risk assessment process. Comparing to DEQ, they have been working on this for over 18 months and we are at around 6 months. DEQ has only gotten through one emission inventory with their 20 facilities. So, it takes a long time. We can come back with an expanded agenda item on this in the future. **Parisi** said a high-level flowchart would be helpful. [VIEW FLOWCHART HERE](#)

Hough said Airmetrics has run into issues with COVID-19. There are orders that are backed up and shipping problems. As things free up we will be in a more comfortable category.

Air toxics monitoring is still in flux. We have had assurance from DEQ that Eugene/Springfield are one of the priority areas. They are committed to continue these trend sites and even with worst case scenario, it might be every other year. But that is still more often than we were originally planning. We were trying to budget for every third year.

Berney asked about what is being measured. For example, on maintaining compliance with the carbon monoxide (CO) and ozone (O3) air quality health standards are you focusing on promoting clean transportation? What are you measuring? **Hough** said the details would be attached to the annual report. This report captures the trends. Up arrow is always a positive trend. Down arrow negative trend. The comments state where we are focusing on the trend.

Berney said there have been several emails between himself, **Hough**, the Chair, and Vice Chair that we were going to have on this agenda discussion on the fine money and distribution back to the cities. He spent a fair amount of time talking with the county regarding this. The county said it would consider this option, but there is information we need from LRAPA. **Hough** said it was not going to be on today's agenda. He had said once we had the geographic data it would be on a future agenda. That is something that is difficult to do, not being in the office. You must change the systems to get that information. He apologized if he gave the impression it would be available for this meeting. **Pishioneri** thought this was an important subject and asked if he could get a timeline as opposed to when you get to it. **Hough** said it would be posted with the upcoming meeting agenda items on the Directors report as soon as we have a timeline.

Pishioneri said he was sensing a greater urgency for the information.

Mirhosseyni wanted to add to the conversation regarding Airmetrics. He and the Sales Manager have been having conversations regarding the impact COVID-19 has had on sales. It is on their radar and he will keep the Board informed.

8. BUDGET UPDATES:

Hough said this was a general overview that may be helpful during these difficult times.

Guidero asked if LRAPA had any involvement with lobbying. **Hough** said no, we do make it known the needs of the agency and air programs. **Guidero** said looking at the MOE in order to maintain the budget it would be great if at the federal level in order to deregulate if they could require maintenance of projects or services rendered as opposed to money spent because it seems like you should be rewarded in some way instead of losing funding.

Taylor recalled a breakfast to which they invited all the legislators and reviewed what LRAPA does. May want to consider something similar in the future.

Parisi asked if the July update would include information on local dues. Is that when they come in? **Mirhosseyni** said they are not billed until July or August.

9. OLD BUSINESS – Succession Planning Update:

Pishioneri said they interviewed the top two, Prothman and SGR. He has worked with SGR in the past. They are very involved in the cities of Eugene and Springfield. Prothman is based out of Spokane. SGR has the advantage of being local. But Prothman is experienced with air agencies. He leans toward SGR and so did Jeannine. They asked for input from Nasser and Merlyn and they also leaned towards SGR. Betty wanted to go with Prothman.

Taylor said she liked Prothman because they have experience with air agencies and are currently involved with one and she took into consideration that it was a woman-owned business. She thought they were both good and yields to the majority.

Guidero asked if the proposals went out to all the Board members. **Hough** said there was a link in an email to everyone regarding the different steps.

Holston asked if they understood that it was two large cities along with county and other entities they have to interact with and relate to. Did they understand the importance of that? **Pishioneri** said he thought they did. Jeannine asked some pointed questions with that regard.

MOTION: Fleck MOVED to direct staff to execute a contract with SGR; Holston SECONDED THE MOTION. VOTE ON MOTION: 8-1 passes (Taylor opposed)

10. NEW BUSINESS:

Berney asked for time certain for discussion regarding the distribution of penalty funds.

Parisi asked if we need to reserve time in August if we need to meet regarding the succession planning. Concern is that there may be some work we need to discuss as a group. Need a timeline from new firm to give Board heads up. **Pishioneri** asked for this to be included in the contract and it would be good to send SGR's proposal to all Board members.

Parisi added that the firm will be talking to us and other stakeholders. So, think about what you want to discuss with them. Are you looking for someone who will just turn the wheel or blow things up and start from scratch? They need this to build the profile. **Pishioneri** said they want to talk to the Board members and staff individually and whoever else we think they should talk to. Also anyone from the community.

The meeting adjourned at 1:52 p.m.

Respectfully submitted,

Debby Wineinger
Recording Secretary