

A G E N D A



LRAPA
Lane Regional Air Protection Agency

LANE REGIONAL AIR PROTECTION AGENCY
MONTHLY BOARD OF DIRECTORS MEETING
THURSDAY JUNE 9, 2022
12:15 P.M.

Note Location → VIA ZOOM

By Video: <https://us02web.zoom.us/j/82551664224>

By Audio: +1 253 215 8782

Meeting ID: 825 5166 4224

(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. (12:25 p.m.) Consent Calendar
 - A. Approval of Minutes of May 12, 2022 Board of Directors Meeting [VIEW MATERIAL](#)
 - B. Approval of Expense Report May 2022 [VIEW MATERIAL](#)

REPORTS:

5. (12:30 p.m.) Audit Report
6. (12:40 p.m.) Advisory Committee [VIEW MATERIAL](#)
[\(Mysti Frost CAC application\)](#)
7. (12:50 p.m.) Director's Report of Agency Activities in the Month of May 2022 [VIEW MATERIAL](#)

DISCUSSION AND POSSIBLE ACTION:

8. (1:00 p.m.) EXECUTIVE SESSION: The Executive Session part of the meeting is closed to the general public. Oregon law allows for executive sessions for specific purposes. The purpose of this Executive Session is for the Board to evaluate the Director's job performance over the past year, and to perform a merit review for possible salary adjustment.

LRAPA's policy and practice relating to compliance with Oregon government ethics laws, Oregon Revised Statute (ORS) 192.660(i) [*to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing*] authorizes the Board to convene in Executive Session for this purpose.

- 9. (1:45 p.m.) Action item: Result of Director's Performance Evaluation and Merit Review
- 10. (1:50 p.m.) Old Business
- 11. (1:55 p.m.) New Business
- 12. (2:00 p.m.) Adjournment

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MINUTES LANE REGIONAL AIR PROTECTION AGENCY BOARD MEETING

June 9, 2022

VIA - ZOOM

ATTENDANCE:

Board: Jeannine Parisi, Vice Chair; Joe Berney, Terry Fitzpatrick, Mike Fleck, Matt Keating, Howard Saxion.

Absent: Joe Pishioneri, Chair; Chrissy Hollett, Jenna Knee.

Others: Jim Daniels-CAC Chair, Paul Nielson-Isler, Mary Bridget Smith-City of Springfield Attorney.

Staff: Trinidad Cardenas, Chris Coulter, Steve Dietrich, Lance Giles, Max Hueftle, Cassandra Jackson, Travis Knudsen, Julie Lindsey, Robbye Robinson, Debby Wineinger.

1. Call to Order

Vice Chair Jeannine Parisi called the meeting of the Lane Regional Air Protection Agency (LRAPA) to order at 12:16 p.m. **Travis Knudsen** took roll for the Board and other attendees. A quorum was present.

2. Adjustments to Agenda

Vice Chair Jeannine Parisi had talked with **Chair Joe Pishioneri**, and he had asked the Board to refrain from taking action on a merit increase for the Director until their July meeting.

3. Public Participation-None

A. Comments from Board Members

Matt Keating shared that a story ran on KLCC about how Oregon law makers approving \$7 million for local governments to create safe places for individuals during extreme weather conditions (heating and cooling centers). He said that the State also had 438 clean air scrubbers that could be used in those shelters when wildfire smoke was present. **Matt Keating** noted that

there might be an opportunity for LRAPA to distribute those scrubbers. He hoped they could get more information at their next meeting.

Joe Berney knew that Beyond Toxic held a meeting in Springfield the night before and asked if anyone from LRAPA participated in the Beyond Toxic report that was discussed. **Travis Knudsen** was not aware that Beyond Toxics had a meeting the night before. He knew that the organization was looking for community members interested in air quality topics to start a reoccurring meeting.

Howard Saxion heard a compliment from a friend earlier that day. The friend's neighbor was having some work done in their house removing popcorn ceiling (known for containing asbestos). LRAPA was contacted and an employee was present within 30 minutes.

ACTION ITEMS

4. Consent Calendar

- A. Approval of Minutes of May 12, 2022, Board of Directors Meeting
- B. Approval of Expense Report May 2022

Howard Saxion was surprised there were no expenditures on training in the Expense Report. He hoped that they would put more money into it in the future but understood that it might be a result of COVID complications. **Steve Dietrich** replied that there would be a lot of training in the Summer and Fall of 2022.

Mike Fleck had looked over the agenda for the next several months. They had talked about having a discussion on Airmetrics and their viability, but he did not see that on the schedule. **Steve Dietrich** responded that they were currently working on a business plan. Part of that plan was putting together materials for agenda items.

MOTION: Howard Saxion moved, seconded by **Mike Fleck**, to approve the consent calendar as presented. The motion passed unanimously – 6:0.

REPORTS

5. Audit Report

Paul Nielson reminded the Board that they were in charge of financial statements. There had been no significant disagreements with management. He said that the audit had been a lot of work and **Julie Lindsey** had done a lot. **Paul Nielson** hoped that the next audit would go smoothly.

Paul Nielson said there was one overfunded variance in one of the funds. They would receive more information on that later.

Mike Fleck asked if there were any significant deficiencies. **Paul Nielson** replied that there was some discussion around that. There might be some deficiencies, but the systems set up to counter act them. There were no material weaknesses.

Joe Berney was concerned that the audit had been difficult to conduct. He asked if there was any specific reason for that. **Paul Nielson** said that the work done by the auditor was not typical of their usual work.

Matt Keating hoped to hear a more detailed report at their next meeting. He found the summary concerning. **Vice Chair Jeannine Parisi** agreed and thought having the report would be helpful.

6. Advisory Committee

Jim Daniels, Chair of the LRAPA Citizens Advisory Committee (CAC), shared that the main topic of the discussion was their survey. They decided to take the month between meetings to brainstorm new questions. They had also decided to use Survey Monkey with help from **Travis Knudsen**.

The CAC also discussed the Beyond Toxics memo and talked with member **Chris Cline** about fire issues.

They had not received any new CAC applications. They had interviewed **Mysti Frost** a few months ago and **Jim Daniels** would recommend her approval to the Board.

Matt Keating noted that the minutes mentioned a hybrid zoom option for future CAC meetings. It stated that they would need Board approval to move forward on that public engagement. **Jim Daniels** told him that they did not have a recommendation ready yet. They had just started discussion on changing meeting times or frequency (which no CAC member was in favor of). He mentioned that they already met in a hybrid format.

Vice Chair Jeannine Parisi was in favor of appointing **Mysti Frost** to the LRAPA CAC.

MOTION: Matt Keating moved, seconded by **Howard Saxion**, to appoint **Mysti Frost** to the LRAPA CAC. The motion passed unanimously – 6:0.

DISCUSSION

7. Executive Session

The Executive Session part of the meeting is closed to the general public. Oregon law allows for executive sessions for specific purposes. The purpose of this Executive Session is for the Board to evaluate the Director's job performance over the past year, and to perform a merit review for possible salary adjustment.

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member who does not request an open hearing] authorized the Board to convene in Executive Session for this purpose.

The Board entered the Executive Session at 12:44 p.m.

The Board returned from the Executive Session at 1:55 p.m.

Joe Berney left the meeting during the Executive Session.

8. Director's Report of Agency Activities in the Month of May 2022

Terry Fitzpatrick shared that he would need to leave the meeting. **Howard Saxion** noted that they would lose their quorum when **Terry Fitzpatrick** left. **Mary Bridget Smith** advised that the Board adjourn the meeting if they did not have a quorum.

Steve Dietrich wanted to inform the Board that LRAPA would be acknowledging the Juneteenth Holiday which would take place on June 20, 2022.

9. Adjournment

Vice Chair Jeannine Parisi adjourned the meeting at 2:00pm.

(Minutes recorded by Lydia Dysart)