



# AGENDA

LANE REGIONAL AIR PROTECTION AGENCY  
BUDGET COMMITTEE MEETING  
MONTHLY BOARD OF DIRECTORS MEETING  
**THURSDAY MAY 9, 2024**  
11:00 A.M.

## Virtual Participation

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.]

## In-Person Participation

Jesse Maine Meeting Room

Springfield City Hall

225 5<sup>th</sup> Street

Springfield, OR 97477

## BUDGET COMMITTEE MEETING

1. **Call to Order** (11:00 a.m.)
2. **Approval of April 11, 2024 Budget Committee Minutes** (11:05 a.m.)      Action
3. **Budget Discussion and Q & A** (11:10 a.m.)      Discussion
4. **Budget Approval** (11:50 a.m.)      Action
5. **Adjournment** of LRAPA Budget Committee Meeting (12:00 p.m.)

*We endeavor to provide public accessibility to LRAPA services, programs, and activities for people with disabilities. People needing special accommodations to participate in LRAPA public hearings such as assistive listening devices or accessible formats such as large print, Braille, electronic documents, or audio tapes, should please contact the LRAPA office as soon as possible, but preferably at least 72 hours in advance. For people requiring language interpretation services, including qualified ASL interpretation, please contact the LRAPA office as soon as possible, but preferably at least 5 business days in advance so that LRAPA can provide the most comprehensive interpretation services available. Please contact the LRAPA Nondiscrimination Coordinator at [accessibility@lrapa.org](mailto:accessibility@lrapa.org) or by calling the LRAPA office at 541-736-1056.*

*Nos esforzamos por proporcionar accesibilidad pública a los servicios, programas y actividades de LRAPA para personas con discapacidades. Las personas que necesiten adaptaciones especiales, como dispositivos de asistencia auditiva, formatos accesibles como letra grande, Braille, documentos electrónicos o cintas de audio, deben comunicarse con la oficina de LRAPA con al menos 72 horas de anticipación. Para las personas que requieren servicios de interpretación de idiomas, incluyendo la interpretación calificada de ASL, comuníquese con la oficina de LRAPA al menos con 5 días laborables de anticipación para que LRAPA pueda proporcionar los servicios de interpretación que sean lo más completos disponibles. Para todas las solicitudes, envíe un correo electrónico al Coordinador de Antidiscriminatoria de LRAPA a [accessibility@lrapa.org](mailto:accessibility@lrapa.org) o llame a la oficina de LRAPA al 541-736-1056.*



# AGENDA

LANE REGIONAL AIR PROTECTION AGENCY  
MONTHLY BOARD OF DIRECTORS MEETING

**THURSDAY MAY 9, 2024**

12:15 P.M.

## Virtual Participation

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Springfield, OR 97477

## CALL TO ORDER:

1. **Call to Order** (12:15 p.m.)

2. **Adjustments to Agenda** (12:15 p.m.)

3. **Public Participation (time limited to three minutes per speaker)** (12:18 p.m.)

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 is deemed 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.)*

4. **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.)*

## EXECUTIVE SESSION

**LRAPA Executive Session** (12:20 p.m.)

*Information*

[Click here to join the meeting](#)

Meeting ID: 215 007 835 277 | Passcode: ErETGX | [Download Teams](#) | [Join on the web](#)

*The Lane Regional Air Protection Agency's Board of Directors will now meet in executive session pursuant to ORS 192.660(2)(a), for the purpose of considering the employment of a public officer, employee, staff member or individual agent.*

- 5. Return to Open Session (12:45 p.m.)**
- 6. Appointment of Executive Director (12:50 p.m.)** *Action*
- A. Chair Saxion
  - B. Board Discussion
- 7. Consent Calendar (1:00 p.m.)** *Action*
- A. Approval of Minutes for April 11, 2024
  - B. Approval of Financial Report March 2024
- 8. Citizens Advisory Committee (1:05 p.m.)** *Action*
- A. Jim Daniels
  - B. Re-Application of Jim Daniels
  - C. Board Discussion
- 9. Dashboard Report (1:10 p.m.)** *Information*
- A. Management Team
  - B. Dashboard Report
  - C. Board Discussion
- 10. Capital Improvement Project (1:20 p.m.)** *Information*
- A. Lance Giles
  - B. Staff Report
  - C. Board Discussion
- 11. Oakridge Air Status Report (1:30 p.m.)** *Information*
- A. Travis Knudsen
  - B. Staff Report
  - C. Board Discussion
- 12. Schedule Work Session of Board Goals (1:40 p.m.)** *Information*
- A. Travis Knudsen
  - B. Board Discussion
- 13. Directors Report (1:50 p.m.)** *Information*
- A. Management Team
  - B. Report
  - C. Board Discussion
- 14. Board Member Service Recognition (2:00 p.m.)** *Information*
- A. Travis Knudsen
  - B. Board Discussion
- 15. Adjournment of LRAPA Board Meeting (2:05 p.m.)**

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**LANE REGIONAL AIR PROTECTION AGENCY  
BUDGET COMMITTEE  
MEETING MINUTES  
MAY 9, 2024**

**MEETING VIA ZOOM/ SPRINGFIELD CITY HALL**

**ATTENDANCE**

<b>BUDGET COMMITTEE PRESENT:</b>	<b>STAFF PRESENT:</b>
Ruth Linoz, Chair	Travis Knudsen, Public Affairs Manager
Steve Schmunck, Vice-Chair	Lance Giles, Technical Services Manager
Howard Saxion	Max Hueftle, Operations Manager
David Loveall	Colleen Wagstaff, Finance & Enforcement Manager
Bryan Cutchen	Christina Ward, Finance Manager
Mike Fleck	Heather Gravelle, Administrative Assistant
Michael Johnston	Robbye Robinson, Finance Specialist
Dawn Kinyon	Chris Coulter, Permit Writer
Matt Keating	Karyssa Dubach, Finance Specialist
Paul Metzler	
Joe Pishioneri	
Adam Rue	
<b>ABSENT/EXCUSED:</b>	
Lisa Arkin	
Jared Hensley	
Dylan Plummer	

<b>AGENDA</b>	<b>ACTION</b>
<b>REGULAR MEETING</b>	
1. Call to Order.	<b>Chair Ruth Linoz</b> called the Budget Committee meeting to order at 11:00 a.m.
2. Approval of April 11, 2024 Budget Committee Minutes.	<b>MOTION: Director Saxion</b> moved, and <b>Director Fleck</b> seconded the approval of the April 11, 2024 Budget Committee meeting minutes. <b>The motion passed unanimously.</b>
3. Budget Discussion and Q & A.	<b>Mr. Knudsen</b> and <b>Ms. Ward</b> addressed the committee's previous queries: The budget anticipates an 11% PERS increase for the fiscal year ending 6/30/25, but reflects a 37% increase, sufficiently covering expected growth.

	<p>Current liabilities for VOYA and PERS retirement plans are detailed in the audited Balance Sheet, with a combined unaudited liability of \$13,690. Monthly obligations are itemized in the budget under “Retirement – PERS” and “Retirement – Voya.”</p> <p>Staff then outlined key budget revisions:</p> <ul style="list-style-type: none"> <li>○ Added \$35,000 for an employee resource and operational effectiveness consultant.</li> <li>○ Reallocated \$2,500 from office supplies to staff volunteer and appreciation for EPA compliance.</li> <li>○ Increased rent by over \$48,000 to accommodate potential capital improvement needs.</li> <li>○ Allocated \$48,150 to “Rent – Office &amp; Storage” for temporary space during the remodel, ensuring operational continuity as remote work is not feasible for all tasks</li> </ul> <p>The committee engaged in a detailed discussion regarding the funding sources and the structured bid process for the upcoming remodeling project. To ensure financial transparency and accountability, the Committee has requested that staff provide an audited balance sheet next year.</p>
4. Budget Approval.	<p><b>MOTION: Director Fleck</b> moved, and <b>Director Pishioneri</b> seconded the approval of the amended FY 25 LRAPA Budget dated May 2, 2024. <b>The motion passed unanimously.</b></p>
5. Adjournment of LRAPA Board Meeting	<p><b>Chair Linoz</b> expressed gratitude to both the staff and committee members for their dedicated participation and valuable service. The Budget Committee meeting was formally adjourned at 12:00 p.m.</p>



**BOARD OF DIRECTORS  
MEETING MINUTES  
MAY 9, 2024**

**MEETING VIA ZOOM/ SPRINGFIELD CITY HALL JESSE MAINE ROOM,  
SPRINGFIELD OREGON**

<b>ATTENDANCE</b>	
<b>BOARD PRESENT:</b>	<b>STAFF PRESENT:</b>
Howard Saxion, Chair	Travis Knudsen, Acting Director
Bryan Cutchen	Lance Giles, Technical Services Manager
Mike Fleck	Max Hueftle, Operations Manager
Jared Hensley	Colleen Wagstaff, Finance & Enforcement Manager
Matt Keating	Christina Ward, Finance Manager
Michael Johnston	Heather Gravelle, Administrative Assistant
Joe Pishioneri	Amanda Atkins, Permit Coordinator
	Chris Coulter, Permit Writer
	Robbye Robinson, Finance Specialist
	Karyssa Dubach, Finance Specialist
<b>BOARD ABSENT/EXCUSED:</b>	<b>OTHERS PRESENT:</b>
David Loveall, Vice-Chair	Kristin Denmark
Dylan Plummer	Grace Kaplowitz

<b>AGENDA</b>	<b>ACTION</b>
<b>REGULAR MEETING</b>	
1. Call to Order.	<b>Chair Howard Saxion</b> called the regular meeting to order at 12:17 p.m.
2. Adjustments to the Agenda.	<b>Chair Saxion</b> announced the addition of a letter of recognition to Susannah Sbragia under agenda item 14.  None.
3. Public Participation.	
A. Comments on an Item on Today's Agenda.	

B. Comments on a Topic Not Included on Today's Agenda.	None.
4. Comments from Board Members.	None.
5. Executive Session.	<p><b>Chair Saxion</b> recessed the regular Board meeting at 12:20 p.m. to go into Executive Session, pursuant to <i>ORS 192.660(2)(a)</i>, for the purpose of considering the employment of a public officer, employee, staff member or individual agent.</p> <p><b>Chair Saxion</b> reconvened the regular Board meeting at 12:41 p.m.</p>
6. Appointment of Executive Director.	<p>LRAPA Attorney <b>Kristin Denmark</b> confirmed the Board had the draft contract, included in the public packet, and sought approval for the appointment, contract execution, and chair authorization for signing.</p> <p><b>MOTION: Director Keating</b> moved, and <b>Director Hensley</b> seconded to appoint <b>Travis Knudsen</b> as Executive Director, authorize the employment contract and delegate authority to the Board Chair to sign the contract.</p> <p>The Board discussed the contract, focusing on terms and formal notice procedures, confirming the requirement for mail or hand delivery. Clarifications were made regarding non-substantive changes, including the correct dates and probationary terms.</p> <p><b>The motion passed unanimously.</b></p> <p><b>MOTION: Director Cutchen</b> moved, and <b>Director Fleck</b> seconded that the Executive Director create a job description for the Board to review and approve. <b>The motion passed unanimously.</b></p>
7. Consent Calendar. A. Approval of Minutes for April 11, 2024. B. Approval of Financial Report March 2024.	<p><b>MOTION: Director Johnston</b> moved, and <b>Director Fleck</b> seconded to approve the consent calendar. <b>The motion passed unanimously.</b></p> <p>The March 2024 Financial Report will be presented for review at the June Board meeting as it was inadvertently left out of the Board packet.</p>
8. Citizens Advisory Committee.	<p><b>Jim Daniels</b>, Chair of the Citizens Advisory Committee (CAC), provided the Board an overview of the April 2024 CAC meeting.</p>



	<p><b>MOTION: Director Fleck</b> moved, and <b>Director Pishioneri</b> seconded to reappoint Jim Daniels to the Citizens Advisory Committee. <b>The motion passed unanimously.</b></p>
9. Dashboard Report.	<p><b>Mr. Knudsen</b> reviewed the Dashboard Report with the Board and provided updates on the following items:</p> <ul style="list-style-type: none"> <li>• New FEM ozone equipment is set-up and running.</li> <li>• The EPA chose to retain the existing daily PM2.5 air quality standard after receiving public comment.</li> <li>• Oakridge Air: 1 year extension and budget adjustment.</li> <li>• Air toxics monitoring: LRAPA moved air toxics monitors from Oakridge to Springfield.</li> <li>• The Cleaner Air Oregon Program.</li> <li>• Updating LRAPA strategic priorities.</li> <li>• Recruitment of inspector and permit writer.</li> <li>• Rulemaking Status.</li> </ul>
10. Capital Improvement Project.	<p><b>Mr. Giles</b> provided the Board with a capital improvement project update that included the budget for the project, completion of the construction documents, preparation of the RFP and the search for temporary office space with potential options including space at Lane County Council of Governments (LCOG) or Lane County's service building. Discussion followed.</p>
11. Oakridge Air Status Report.	<p><b>Grace Kaplowitz</b>, Sustainability Consultant at Good Company, shared the following updates with the Board:</p> <ul style="list-style-type: none"> <li>• The program has gained momentum, with 53 homes fully completed and several more in progress, contributing to the goal of completing all homes by the end of the extended grant period.</li> <li>• There is increased enthusiasm and word-of-mouth promotion in the community, with residents sharing positive testimonials about the program.</li> <li>• Efficiency improvements in pre and post auditing have streamlined the process, allowing for quicker integration of new homes into the program and faster work with contractors.</li> <li>• The program is now on its 7th cohort of homes, with improved coordination with the State Historic Preservation Office (SHPO), resulting in faster approvals.</li> </ul>

	<ul style="list-style-type: none"> <li>The chimney sweep voucher program has been successful, with 52 chimney sweeps completed to date, helping more residents burn more cleanly.</li> </ul> <p>The Board thanked <b>Ms. Kaplowitz</b> for providing the update.</p>
12. Schedule Work Session of Board Goals.	<p><b>Mr. Knudsen</b> stated that scheduling a work session that was dedicated to reviewing the Board goals would be ideal. Discussion followed on requesting input from the Citizens Advisory Committee (CAC) on the goals with the aim of reviewing their proposal at the September Board meeting. After further discussion, there was a consensus among the Board members to proceed with this plan.</p>
13.. Directors Report.	<p><b>Mr. Knudsen</b> provided an overview of the Director’s Report to the Board, highlighting the latest additions. He detailed that the report now includes the annual standards set by the EPA and featured the state of the air report under the media section. Discussion followed.</p>
14. Board Member and Employee Service Recognition.	<p><b>Mr. Knudsen</b> recognized <b>Joe Pishioneri’s</b> service on the Board, noting his upcoming departure from the City Council position, presenting him with a plaque of recognition. Board members thanked him for his dedication and service. <b>Director Pishioneri</b> expressed his gratitude and clarified his last Board meeting would be in December.</p> <p><b>Mr. Knudsen</b> reviewed the draft letter of appreciation addressed to <b>Susannah Sbragia</b>. The Board agreed, by consensus, to send the letter signed by <b>Chair Saxion</b> in gratitude for her valuable contributions.</p>
15. Adjournment of LRAPA Board Meeting.	<p><b>Chair Saxion</b> adjourned the LRAPA Board meeting at 1:50 p.m.</p>

*(Minutes recorded by Heather Gravelle)*



## **LANE REGIONAL AIR PROTECTION AGENCY MEMORANDUM**

**To:** LRAPA Board Members

**From:** Howard Saxion, Board Chair

**Date:** May 9, 2024

**Subject:** Executive Session Script

### **EXECUTIVE SESSION STATEMENT**

In accordance with Oregon's Public Meetings Law, the Lane Regional Air Protection Agency's Board of Directors will now enter into an executive session pursuant to ORS 192.660(2)(a), for the purpose of considering the employment of a public officer, employee, staff member, or individual agent.

Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced.

Please note that no decisions will be made during the executive session. At the conclusion of the executive session, we will return to open session and welcome the audience back into the room.

Thank you for your understanding and cooperation.



## **LANE REGIONAL AIR PROTECTION AGENCY MEMORANDUM**

**To:** LRAPA Board Members

**From:** Howard Saxion, Board Chair

**Date:** May 9, 2024

**Subject:** Appointment of Executive Director

### **STAFF REPORT**

#### **ISSUE STATEMENT**

Following a thorough search process and complete consideration of final candidates, the Board of Directors is prepared to appoint a new Executive Director for the Lane Regional Air Protection Agency (LRAPA).

#### **BACKGROUND INFORMATION**

In September 2023, the position of Executive Director became vacant. Since then, the Board has been engaged in a search process to identify and select the most qualified candidate to lead the agency. The Board hired Karras Consulting to assist in the recruitment and evaluation of candidates.

During the executive session held earlier in this meeting, the Board reviewed the final candidates with intent to reach a consensus on the individual best suited to serve as LRAPA's next Executive Director.

#### **GOING FORWARD**

The Board is expected to be prepared to make a motion to appoint the selected candidate as the new Executive Director of LRAPA. In addition to the appointment, the Board will also need to authorize the Board Chair to sign an employment contract with the chosen candidate, outlining the terms and conditions of their employment.

Once appointed, the new Executive Director will assume the responsibilities of leading the agency, overseeing its operations, and ensuring the fulfillment of LRAPA's mission to protect public health, community well-being, and the environment.

#### **STAFF RECOMMENDATION**

Staff recommends that the Board make a motion to appoint the selected candidate as the new Executive Director of LRAPA and authorize the Board Chair to sign an employment contract with the appointed Executive Director, outlining the terms and conditions of their employment.



**LRAPA**  
Lane Regional Air Protection Agency

## **MOTION OPTIONS**

1. Appoint [Candidate's Name] as the Executive Director of the Lane Regional Air Protection Agency, effective [Date], and authorize the Board Chair to sign an employment contract with [Candidate's Name], outlining the terms and conditions of their employment.
2. Delay the appointment of the Executive Director and direct staff to provide additional information or take further action as specified by the Board.

**From:** [Lane Regional Air Pollution Agency](#)  
**To:** [Public Affairs](#)  
**Subject:** New Citizen's Advisory Committee Application  
**Date:** Tuesday, March 26, 2024 8:39:16 AM

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**Name**

Jim Daniels

---

**Address**

[REDACTED]

---

**Phone**

[REDACTED]

---

**Email**

[REDACTED]

---

**Community Segment**

Industry - \$0.00

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**Why do you want to become a member of the committee?**

I want to continue to bring my air quality permit management experience to LRAPA.

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**Please give a brief description of any experience or training that qualifies you for this position:**

I have worked for Rosboro Company for 36 years. For the last 31 years I have managed the company's Title V and ACDP permits.

I have been a member of the CAC since 2012, serving as the committee chair for the last five years.

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**Please list the community concerns or topics you would like to see addressed by this committee**

I'd like to promote community awareness of LRAPA in all of Lane County.

---

**Briefly describe your present or past involvement in relevant community groups. Please note that having no previous involvement will not disqualify you for appointment:**

Member of the Building & Grounds Committee of First Presbyterian Church of Cottage Grove.

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**Are you currently serving on any advisory boards or committees? If so, which ones?**

LRAPA CAC only.


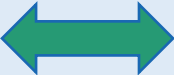



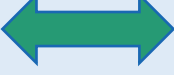
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**This committee meets over the noon hour once a month, generally the last Tuesday. Are you available during this time?**

YES

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Sent from [Lane Regional Air Protection Agency](#)

National Ambient Air Quality Health Standards				
Clean Air Act Goal	Status	Trend	Expected Completion	Comments
Review revised national ambient air quality standards for ozone; assess the status of airsheds in Lane County, identify next steps as needed.	 Green		Revised ozone standard (70 ppb) adopted by EPA on 10/1/2015.	Current ozone levels, at both Saginaw and Amazon Park, are well below the 70 ppb EPA ozone standard. <b>New FEM ozone equipment is set-up and running. Ozone season runs May 1 to September 30.</b>
Maintain compliance with the annual PM <sub>2.5</sub> air quality health standard in Eugene/Springfield, Cottage Grove, and Oakridge.	 Yellow		Ongoing	<p>Non-wildfire influenced annual levels remain below the NAAQS for Eugene/Springfield, Cottage Grove, and Oakridge.</p> <p>Effective January 6, 2023, the EPA has finalized the tightening of the annual PM<sub>2.5</sub> standards from 12 to 9 micrograms per cubic meter (µg/m<sup>3</sup>). This revision, following a period of public commentary where levels between 8-11 µg/m<sup>3</sup> were considered, sets a more stringent benchmark for air quality. Utilizing data from 2022 to 2024, compliance with these new NAAQS will be assessed. Given the updated standard,, Oakridge will face challenges meeting these criteria and will require the submission of new Exceptional Event requests for it to avoid noncompliance. Other areas in Lane County may also encounter similar issues meeting the new standard, depending on potential 2024 wildfire impacts.</p> <p>ODEQ and LRAPA have submitted an Exceptional Event Concurrence Request to the EPA for the 2022 wildfire smoke impacts in Oakridge to ensure compliance with the lowered annual standard and is preparing a similar request for 2023.</p>
Maintain compliance with the 24-hour PM <sub>2.5</sub> and PM <sub>10</sub> air quality health standard in Eugene/Springfield, Cottage Grove and Oakridge.	 Yellow		Ongoing	<p>Non-wildfire influenced annual levels remain below the NAAQS for Eugene/Springfield, Cottage Grove and Oakridge.</p> <p>The Oakridge PM<sub>2.5</sub> and PM<sub>10</sub> Redesignation &amp; Maintenance Plans were published in the Federal Register on August 22, 2022. The redesignation from nonattainment to attainment for</p>



**On Track**  
Requires No Extra Attention



**Concern**  
Requires Continued Attention



**Problem**  
Requires Priority Attention



**Improving**  
Positive Trend




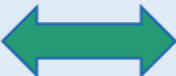


**No Change**  
Status Quo



**Deteriorating**  
Negative Trend



National Ambient Air Quality Health Standards				
Clean Air Act Goal	Status	Trend	Expected Completion	Comments
				<p>the Oakridge-Westfir airshed took effect on September 22nd, 2022. Oakridge and Westfir are now considered to be in attainment of the newly updated NAAQS.</p> <p>On January 6, 2023, the EPA proposed leaving the current daily PM<sub>2.5</sub> standard as is at 35 µg/m<sup>3</sup>. The proposal also included a request for comments on levels as low as 25 µg/m<sup>3</sup>.</p> <p>The updated PM<sub>2.5</sub> standards were announced in February 2024 and the daily standard remained at 35 µg/m<sup>3</sup>.</p>
<p>Complete application for Targeted Airshed Grant.</p> <p>Complete work on State Implementation Plan (SIP) Maintenance Plan for continued Oakridge PM<sub>2.5</sub> improvement and maintenance.</p>	 Green		Ongoing	<p>Targeted Airshed Grant to LRAPA announced by EPA on September 30, 2019. TAG 2.0 (\$2.73M) awarded by the EPA in 2022.</p> <p>The Oakridge PM<sub>2.5</sub> and PM<sub>10</sub> Redesignation &amp; Maintenance Plans (SIP) were published in the Federal Register on August 22, 2022. The redesignation from nonattainment to attainment for the Oakridge-Westfir airshed took effect on September 22nd, 2022. Oakridge and Westfir are now considered in attainment of NAAQS.</p>
<p>Continue development and implementation of "Oakridge Air" (Targeted Airshed Grant).</p>	 Green		Ongoing	<p>Work is being done on homes in Oakridge and Westfir. The Oakridge Air program enrolled a Seventh cohort of homes in the program. The program has submitted a formal 1-year extension and budget adjustment with the EPA to provide more time for interventions funded under this grant.</p> <p>Vendors willing to work in Oakridge are lower than desired due to demand of work in the more-local Eugene Springfield area. LRAPA, Good Company / Parametrix, and other Oakridge Air partners have coordinated efforts and modified policies to maintain and garner interest in working with the Program. Qualification Questionnaire: 543</p>



On Track  
Requires No Extra  
Attention



Concern  
Requires Continued  
Attention



Problem  
Requires Priority  
Attention



Improving  
Positive Trend



No Change  
Status Quo


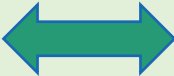




Deteriorating  
Negative Trend

## Dashboard Report

May 2024

National Ambient Air Quality Health Standards				
Clean Air Act Goal	Status	Trend	Expected Completion	Comments
				<p>Homes currently enrolled: 84 Initial Home Energy Audits: 76 Wood Stoves installed: 53 Ductless heat pumps Installed: 57 Homes weatherized: 54 Completed Homes: 53</p> <p>Oakridge Air has been fully funded and awarded an additional \$2.73M in 2022 to continue this work for an additional two years.</p>

Air Toxics and Cleaner Air Oregon				
Priority	Status	Trend	Expected Completion	Comments
Continue to develop and implement programs, rules, and fee structures for area source National Emission Standards for Hazardous Air Pollutants (NESHAPs).	 Green		Ongoing as EPA finalizes new and revised NESHAP standards	Revised NESHAPs are included in permits at renewal or sooner if necessary.
Continue to perform long term trend air toxics monitoring at the West Eugene site and use current state funding to operate a rotating site.	 Green		<p>West Eugene site monitoring is ongoing.</p> <p>Rotating site currently in Oakridge, until Fall of 2023</p>	<p>In 2017 the Oregon Legislature approved funding for air toxics monitoring in Eugene area and five other areas of Oregon. LRAPA negotiated a cooperative agreement that currently allows for the operation of two air toxics monitoring sites in Lane County.</p> <p>Summary data was added to the LRAPA website and is current through 2021. It will be updated yearly when complete yearly data receives final QA approval.</p> <p>Current changes to LRAPA's website to 2022 summary data is scheduled to be addressed this past winter have not yet been implemented but is a recognized need and is prioritized as staff's resources of time allows.</p> <p>LRAPA moved air toxics monitors from Oakridge to Springfield in January 2024 as planned.</p>



On Track  
Requires No Extra  
Attention



Concern  
Requires Continued  
Attention



Problem  
Requires Priority  
Attention





Improving  
Positive Trend





No Change  
Status Quo



Deteriorating  
Negative Trend

Air Toxics and Cleaner Air Oregon				
Priority	Status	Trend	Expected Completion	Comments
Implement the Cleaner Air Oregon program.	 Green		Ongoing	<p>In November 2019, staff publicized the ranking to prioritize the call-in of existing sources and announced the first 10 facilities to call-in. Five facilities have been called in: JH Baxter (JHB), Seneca Sustainable Energy (SSE), Willamette Valley Company (WVCO), Hexion Inc., and Emerald Forest Products #1 (EFP1), and work is ongoing. Arcimoto was a new source applying for a new permit that went through CAO as part of the initial permit issuance; their permit was issued on 7/1/22. SSE and WVCO completed their CAO Risk Assessments in 2022.</p> <p>LRAPA conducted a Level 1 Risk Assessment for JHB's remaining emissions; a public hearing occurred on May 9, 2023 with the permit issued June 2023. EFP1's CAO Level 3 Risk Assessment was submitted February 29, 2024, and is being reviewed. Seneca Sawmill Company was called into CAO on January 2, 2024, and their Level 3 Risk Assessment was approved on April 12, 2024. Hexion submitted a risk assessment plan in 2023, but review of that has been delayed by other projects.</p>

AirMetrics				
Priority	Status	Trend	Expected Completion	Comments
Maintain self-supporting operation, at break-even or better production levels	 Green		Ongoing	<p>In December 2023, the LRAPA Board elected to close the AirMetrics Enterprise Fund by selling its assets. This decision was made after considering various factors, including the departure of the sales and marketing manager, the need for restructuring to remain competitive, and the potential benefits of redirecting the enterprise funds to support other priority projects within LRAPA.</p>



On Track  
Requires No Extra  
Attention



Concern  
Requires Continued  
Attention



Problem  
Requires Priority  
Attention




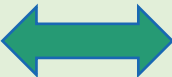




Improving  
Positive Trend



No Change  
Status Quo



Deteriorating  
Negative Trend

Agency Administration				
Goal or Initiative	Status	Trend	Expected Completion	Comments
Update LRAPA strategic priorities annually	 Yellow		Updated provided May & October of each year as part of the review of this Dashboard report. Goals to be updated annually.	Reported recent successes and future priorities. Incorporated into dashboard and reported to the Board of Directors every six months.  Goals last reviewed and updated by LRAPA's Board in January 2022. A scheduled work session with the Board would make progress on this goal.
Provide timely permits, inspections, and construction reviews	 Green		Ongoing permitting. Inspections to be completed in the next federal fiscal year.	LRAPA is on track to meet our current permitted source inspection commitments to EPA by September 30, 2024.  Permitting backlog of expired permits that are extended administratively is decreasing: 14% overall in the October 2023 dashboard, and 10% now (0% of 14 Title Vs, 4% of 26 Standard ACDPs, and 25% of 28 Simple ACDPs).  LRAPA has maintained the administratively extended Title V permits to no more than 20%.
Improve compliance inspection, reporting and tracking	 Yellow		Ongoing	Working with LCOG to expand the development of a customized database for LRAPA called "LINFO".  LINFO accommodates tracking data and information related to permitted sources; facility inspections reports; and is in the process of implementing complaints data.  LRAPA is working to transition to standardized templates for permits, coupled with a standard peer review process. This will not only streamline the time required for reviews but also minimize errors.  LRAPA is currently in the recruitment process to hire a new inspector, a position that became



On Track  
Requires No Extra  
Attention



Concern  
Requires Continued  
Attention



Problem  
Requires Priority  
Attention



Improving  
Positive Trend









No Change  
Status Quo



Deteriorating  
Negative Trend

Purple text indicates areas of recent focus.

Agency Administration				
Goal or Initiative	Status	Trend	Expected Completion	Comments
				vacant after an inspector left the agency in March.
Maintain industrial source LRAPA rules	 Yellow		Ongoing	LRAPA proposed comprehensive industrial source rule changes to adopt the more stringent rules proposed by DEQ that were adopted by the EQC in November 2022, as well as other changes identified by staff. <i>The Board adopted these rules at the April Board meeting and LRAPA will be presenting them to the EQC in May for potential incorporation into the State Implementation Plan (SIP).</i>
Maintain financial stability and viability of LRAPA: develop a multi-year budget projection annually	 Green		Report to LRAPA Board in March of each year.	The financial forecast has been developed and will be presented to the Board during the FY25 budget process.
Maintain a full staff, and promote staff engagement in a positive work environment to foster program stability	 Yellow		Ongoing	<p>In December 2023, LRAPA successfully filled a vacant permit writer position, and in March 2024, a permanent Finance Manager was brought on board.</p> <p>Currently, there are two open positions within the agency: an inspector who left in March and a permit writer who retired in April. LRAPA is in process of refilling these positions.</p> <p>The Board is actively engaged in the process of hiring a new Executive Director to fill the vacant position. Additionally, LRAPA is temporarily without an HR Director, who is currently on medical leave.</p> <p>To support the agency during this transitional period, LRAPA has brought in an Employee Resources and Operational Effectiveness Consultant.</p>



On Track  
Requires No Extra  
Attention



Concern  
Requires Continued  
Attention



Problem  
Requires Priority  
Attention



Improving  
Positive Trend





No Change  
Status Quo



Deteriorating  
Negative Trend

## Dashboard Report

May 2024

Agency Administration				
Goal or Initiative	Status	Trend	Expected Completion	Comments
Current financial reserves are at 120 calendar days minimum	 Green		Reserve policies are under review	<p>LRAPA is in a good financial position.</p> <p>LRAPA's FY'25 proposed budget sustains more than 120 calendar days of reserves.</p>



**On Track**  
Requires No Extra  
Attention



**Concern**  
Requires Continued  
Attention



**Problem**  
Requires Priority  
Attention



**Improving**  
Positive Trend



**No Change**  
Status Quo



**Deteriorating**  
Negative Trend



## **LANE REGIONAL AIR PROTECTION AGENCY MEMORANDUM**

**To:** Chair Howard Saxion, and LRAPA Board Members

**From:** Lance Giles, Technical Services Manager

**Date:** May 9, 2024

**Subject:** Capital Improvement Project Update

### **STAFF REPORT**

#### **ISSUE STATEMENT**

This staff report provides an update on the progress of LRAPA's Capital Improvement Project, which involves the remodel of the agency's current office space.

#### **BACKGROUND INFORMATION**

LRAPA is undertaking a significant remodel of its office space to improve functionality, efficiency, and the overall working environment for staff. The project requires the agency to temporarily relocate its operations during the construction phase.

#### **GOING FORWARD**

- Legal Contract Documents: LRAPA's legal counsel, Thorp Purdy Jewett Urness & Wilkinson, PC, have reviewed the contract documents for the remodel project. The law firm has provided a set of documents to replace the Division 00 section of the project manual, which includes items such as special requirements, invitation to bid, instructions to bidders, and various contract forms. These documents are more protective of the Agency and provide more opportunity for Agency review and input throughout the process.
- Temporary Office Space: LRAPA is exploring options for renting temporary office space during the remodel to ensure the continuation of in-person work and provide a place for staff to collaborate and maintain working relationships. The agency has toured available working areas at the Lane Council of Governments (LCOG) and is interested in utilizing this space. LRAPA is working with LCOG to draft an agreement and determine the potential cost for using the space.
- Technology Upgrades: To better facilitate work from home during the remodel, LRAPA is in the process of replacing staff desktops with laptops. This purchase was approved in the current fiscal year and will ensure that staff can continue to work efficiently and effectively while the office is under construction.
- File Management: In preparation for the move, LRAPA is working through old files in its storage area, shredding documents that are no longer required to be retained according to the applicable retention schedules. This effort will help minimize the amount of storage needed and streamline the moving process.



### **STAFF RECOMMENDATION**

This is an informational item, and no formal motion is required. Staff recommends that the Board review the progress update on the Capital Improvement Project and provide any feedback or guidance as necessary.



# LRAPA Board Report: Oakridge Air Program

## May 2024

### Coordination & Project Management

- **EPA EJ G2G grant:** The Oakridge Air team is excited to work with LRAPA on this additional grant towards increasing community resiliency from smoke and wildfire hazards.
- **TAG 1.0 extension request:** LRAPA submitted a Request for No-Cost Extension and Budget Adjustment for TAG 1.0 in March that is currently being processed by EPA. This amendment will extend the grant period through November 2025 and adjust some of the budget categories to better align with the reality and needs of the program on the ground.
- **Oakridge Air staff changes:** SWS hired August Reed as the new Outreach Coordinator and Mariah Hull transitioned into a part-time Project Assistant role to support the home heating upgrades program. These staff changes will help ensure the program is able to spend the home heating upgrade funds by the completion of the TAG 1 and TAG 2 grants.
- **Homes for Good partnership:** The Oakridge Air team, LRAPA, and Good Company are actively meeting with Homes for Good to pursue partnership and coordination opportunities for the programs to work more closely together on meeting the upgrade/weatherization needs of Oakridge residents.

### Home Heating Upgrades

- **Celebrating 50 completed homes!** This exciting milestone brings us approximately a third of the way through the home heating upgrade program for both TAG 1 and TAG 2.
- *Below: Before and after pictures of a wood stove changeout and a new DHP*



- **Process improvements:** The SWS team has streamlined the cohort onboarding and pre- and post-audit processes to reduce delays and move homes through the program more efficiently.
- **Cohort 7 started in Q1:** Cohort 7 started in Q1. All pre-audits are complete along with the majority of SHPO clearances.
- **Program statistics:**
  - Qualifications Questionnaires completed– 543
  - Homes currently enrolled– 84
  - Homes with initial audits complete– 76
  - Completed homes– 53
  - After Action Reviews complete– 33
  - Homes where progress has stopped– 20
- **Change outs & upgrades completed to date:**
  - Wood stove– 53
  - Electrical Heat– 57
  - Weatherization– 54
- **Chimney sweep voucher program:** The chimney sweep voucher program is being successfully implemented with 2nd Chance Roof & Chimney having completed 52 chimney sweeps to date (valued at \$250/voucher).
- **Other home heating upgrade successes:**
  - Faster State Historic Preservation Office (SHPO) clearances
  - A Second electrical contractor is now available for the program
  - After action reviews (resident feedback and testimonials) are being completed thanks to additional staff capacity

### Community Firewood Program

- **Brock's Wood Lot, LLC:** Brock's Wood Lot has been running the CFP since August of 2023. This has been a very successful partnership to date with an increase in the number of cords delivered, growth of the commercial firewood business, and positive feedback from the community.
- **100.25 cords were delivered in Q4-Q1:** 90% of customers qualified as senior, disabled or on the home heating exempt list.
- **CFP equipment maintenance and repairs:** Brock's Wood Lot has continued to provide maintenance and requested some equipment repairs and small parts replacements that will be funded through the TAG 1.0 grant.

### Education and Outreach

- **Electronic message centers (readerboards) complete:** In 2023, Oakridge Air worked in partnership with LRAPA, the City of Oakridge, and Oakridge School District to install new electronic messaging centers (readerboards) in Oakridge. The final board was installed this spring. These messaging centers are located at the Oakridge Fire Department, Dane D. Hendrickson Field, and Horton All-Sports Park (pictured below left to right). They are an excellent community resource, and can be utilized for smoke or other emergency messaging.



- **Oakridge Air Ambassador Program:** The Oakridge Air Ambassador Program has continued with a number of residents who participated in the home heating upgrade program being interested in learning more or becoming ambassadors.
- **Community meetings and events:**
  - In December, Oakridge Air attended the **Sugar Plum Festival** and the **Festival of Trees**.
  - In April, Oakridge Air hosted a community-focused **Semi-Annual Meeting open house** with refreshments, information stations, and door prizes.
  - SWS and Oakridge Air will participate in the annual **Tree Planting Festival** on May 3 - 5th, including handing out trees in the parade and tabling.
  - Oakridge Air is participating in the **OSD Outdoor School** on May 9th.
  - SWS and Oakridge Air partners will host the fourth annual **Wildfire Safety Expo** on June 12th.
- **Woodshed program with Oakridge High School CTE:** Woodsheds will continue to be constructed by Junior/Senior High School woodshop students through the end of the school year. Brock's Wood Lot continues to deliver woodsheds to the community.
  - 61 sheds have been constructed and delivered since 2022.
  - TAG 2.0 has funding for approximately 150 sheds.
- **University of Oregon research project:**
  - The UO survey to better understand public perception of smoke and community satisfaction with smoke communications has been completed and the research team will be sharing the survey findings with Oakridge Air and LRAPA in May.
  - UO will be submitting a final technical report detailing their work on the project that is expected to be delivered to LRAPA in early summer.
- **Oakridge-Westfir Chamber of Commerce People's Choice Awards:** South Willamette Solutions (Oakridge Air and the Southern Willamette Forest Collaborative) was named the 2023 Non-Profit of the Year through the Business Leadership People's Choice Awards.





## **LANE REGIONAL AIR PROTECTION AGENCY MEMORANDUM**

**To:** Chair Howard Saxion, and LRAPA Board Members

**From:** Travis Knudsen, Acting Director

**Date:** May 9, 2024

**Subject:** Schedule Work Session for Board Goals

### **STAFF REPORT**

#### **ISSUE STATEMENT**

LRAPA's Board of Directors last updated their goals in January 2022. Some of these goals have been completed, while others are ongoing by nature. The Board has previously indicated a desire to review these goals annually. Due to the complexity of this topic and the competing needs for the Board's attention during regular meetings, staff recommends scheduling a dedicated work session to update the Board's goals.

#### **BACKGROUND INFORMATION**

The Board's goals serve as a guiding framework for LRAPA's strategic direction and priorities. Regularly reviewing and updating these goals ensures that the agency remains aligned with the Board's vision and can effectively allocate resources to address emerging challenges and opportunities.

#### **GOING FORWARD**

Staff proposes scheduling a work session in August, when the Board typically does not meet, or at another time that is convenient for the Board. This work session will be open to the public but may forego public participation to allow for focused discussion among Board members. The work session can be held entirely virtually if that facilitates easier engagement for the Board.

In preparation for the work session, staff recommends that the Board request input and insights from the Citizens Advisory Committee (CAC). As part of their role, the CAC is tasked with providing alternative perspectives for the Board's consideration, which can help inform the goal-setting process.

#### **STAFF RECOMMENDATION**

Staff recommends that the Board:

1. Schedule a work session in August, or at another suitable time, to review and update the Board's goals.
2. Request that the Citizens Advisory Committee provide input and insights for the Board to consider ahead of the work session.
3. Determine whether the work session should be held virtually or in-person to maximize Board member participation and engagement.



## **MOTION OPTIONS**

1. Move to schedule a work session in August, or at another specified time, to review and update the Board's goals, and request input from the Citizens Advisory Committee in preparation for the work session.
2. Move to schedule a work session at a specified time to review and update the Board's goals, without requesting input from the Citizens Advisory Committee.
3. Take no action and continue to review the Board's goals during a regular upcoming Board meeting.

## **CURRENT BOARD GOALS**

In January 2022, the Board established the following goals to drive LRAPA's efforts in protecting public health, community well-being, and the environment.

1. **Oakridge/Westfir Air Quality Improvement**  
Objective: Seek EPA approval to improve air quality in Oakridge/Westfir.
2. **Internal Efficiency Enhancement**  
Objective: Streamline internal processes and policies for improved efficiency.
3. **Pre-Budget Planning**  
Objective: Plan ahead for budget committee meetings to ensure financial stability.
4. **Financial Stability Assessment**  
Objective: Evaluate LRAPA's costs and explore funding sources for long-term stability.
5. **Website Redesign**  
Objective: Improve LRAPA's website for better user access to air quality information.
6. **Community Engagement**  
Objective: Increase interaction with communities to raise air quality awareness.
7. **Collaboration and Partnerships**  
Objective: Strengthen relationships with local communities and industry for problem-solving.
8. **Funding Source Diversification**  
Objective: Seek new funding opportunities to support air quality programs.
9. **Airmetrics Enterprise Evaluation**  
Objective: Objective: Assess the effectiveness of Airmetrics in monitoring air quality.
10. **Complaint Intake Process Improvement**  
Objective: Enhance the process for receiving and responding to air quality complaints.
11. **Regulatory Engagement**  
Objective: Stay updated on air quality regulations through engagement with relevant organizations.
12. **Succession Planning and Staff Training**  
Objective: Prepare for staff transitions through succession planning and training.



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## Director's Report for April 2024

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Meeting Date: May 9, 2024  
Department: Director's Office  
[www.lrapa.org](http://www.lrapa.org)

Agenda Item No. 13  
Staff Contact: Travis Knudsen  
541-736-1056 ext. 217

### April 2024 AQI CHARTS AND STATS:

April

Site	Date	Max AQI	Pollutant
Eug/Spfld	13-Apr-24	45	PM
Oak	18-Apr-24	36	PM
CottGrv	22-Apr-24	52	PM

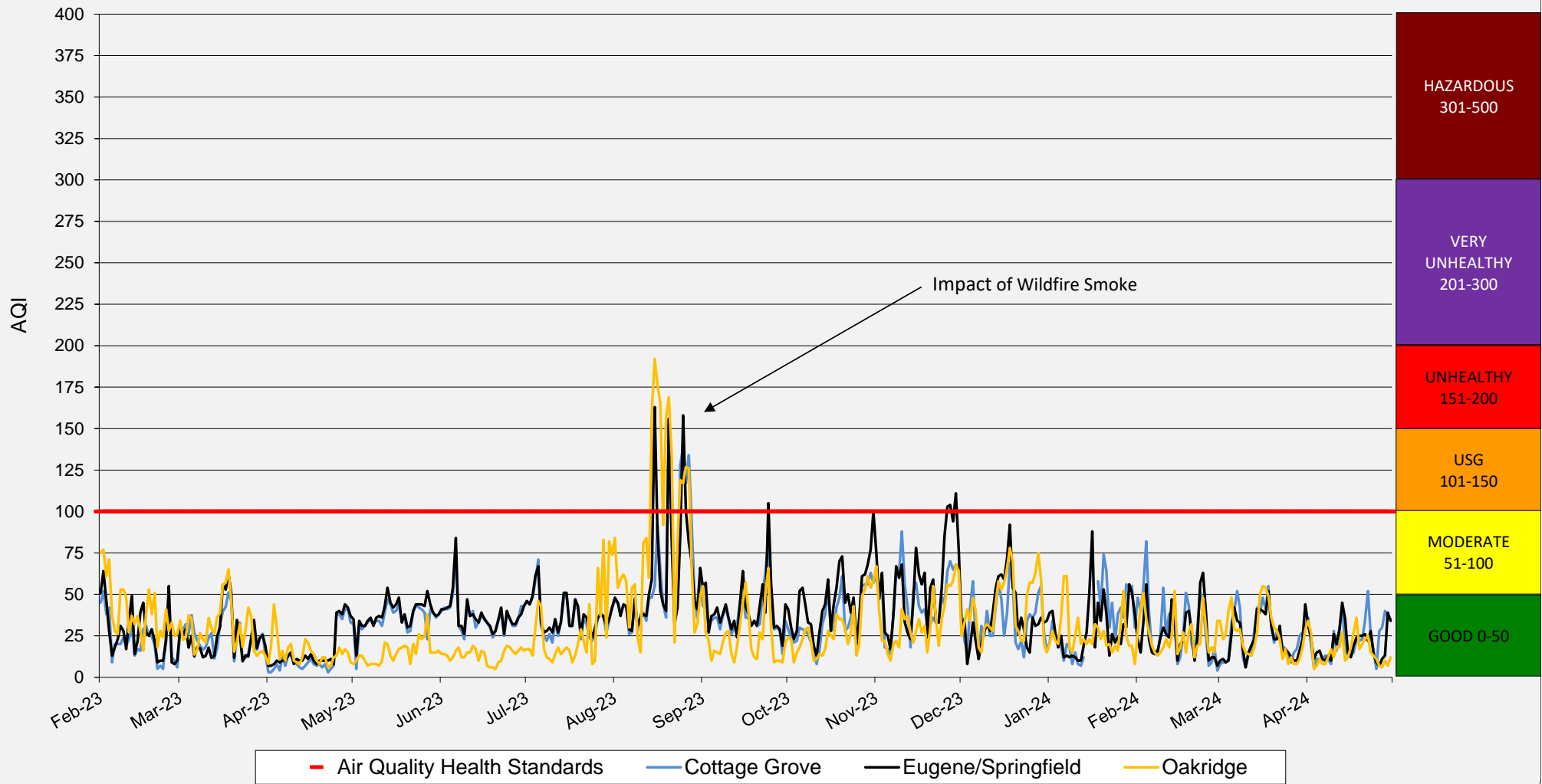
AQI	Eug/Spfld	Oak	CottGrv	AQI Range	PM2.5 Range, ug/m3
Good	30	30	29	0-50	0-12
Moderate	0	0	1	51-100	12.1-35.4
USG	0	0	0	101-150	35.5-55.4
Unhealthy	0	0	0	151-200	55.5-150.4
Very Unhealthy	0	0	0	201-300	150.5-250.4
Hazardous	0	0	0	301-500	250.5-500

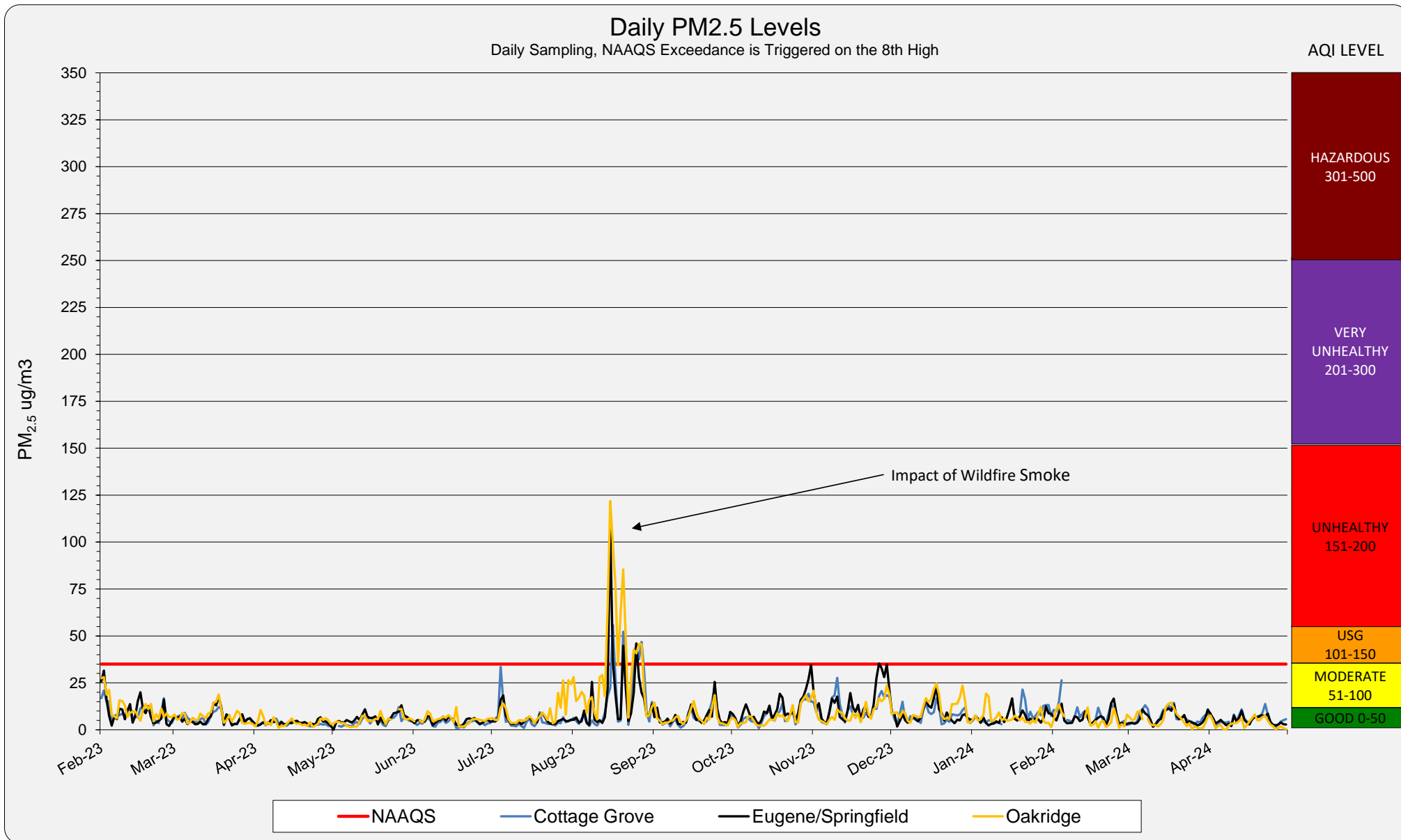
Attachment No. 1: Air Quality Index (AQI) charts for Lane County (April 2024)

Attachment No. 2: PM2.5 index charts for Lane County (April 2024)

## Daily Air Quality Index Chart

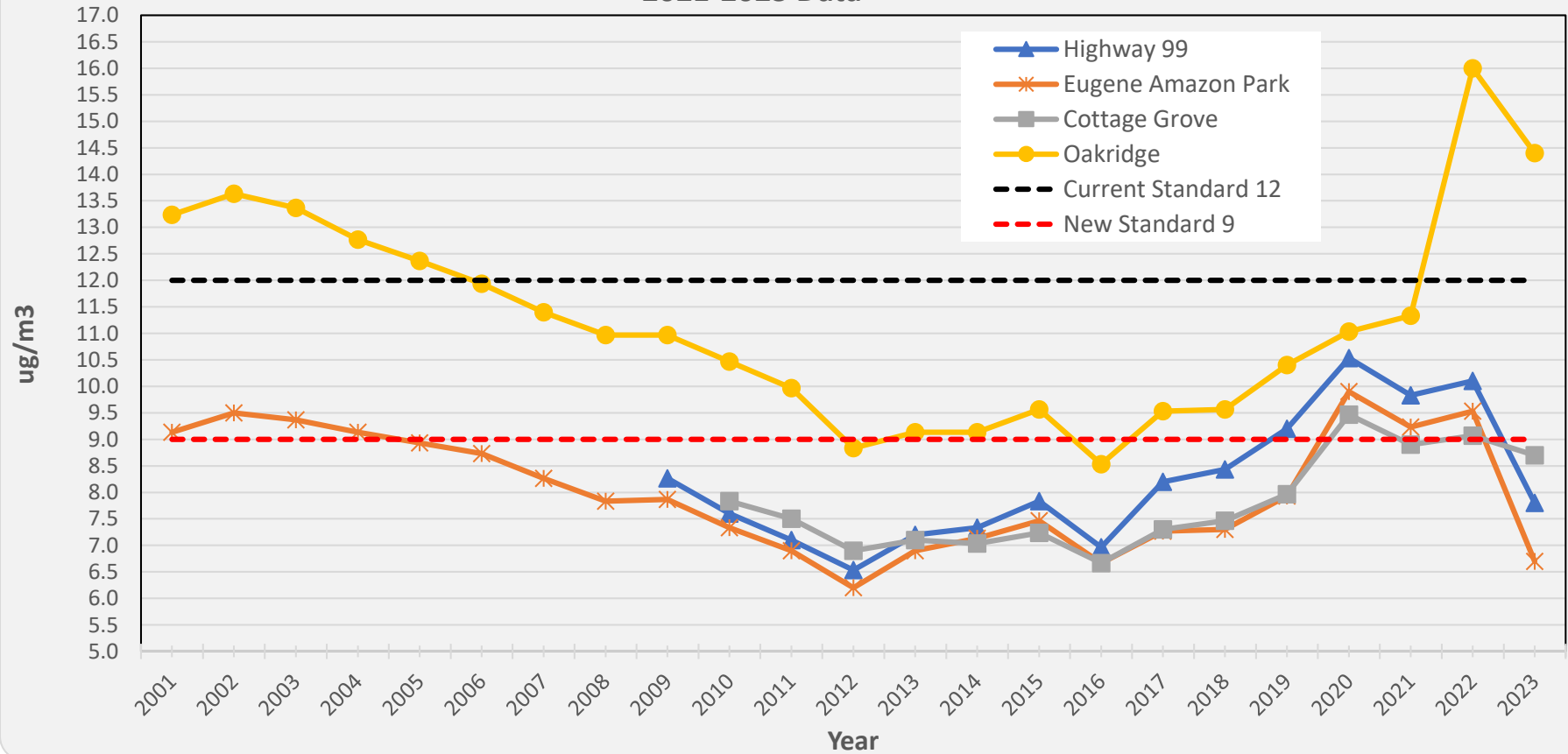
This 15-month chart demonstrates the seasonality of the pollutants.



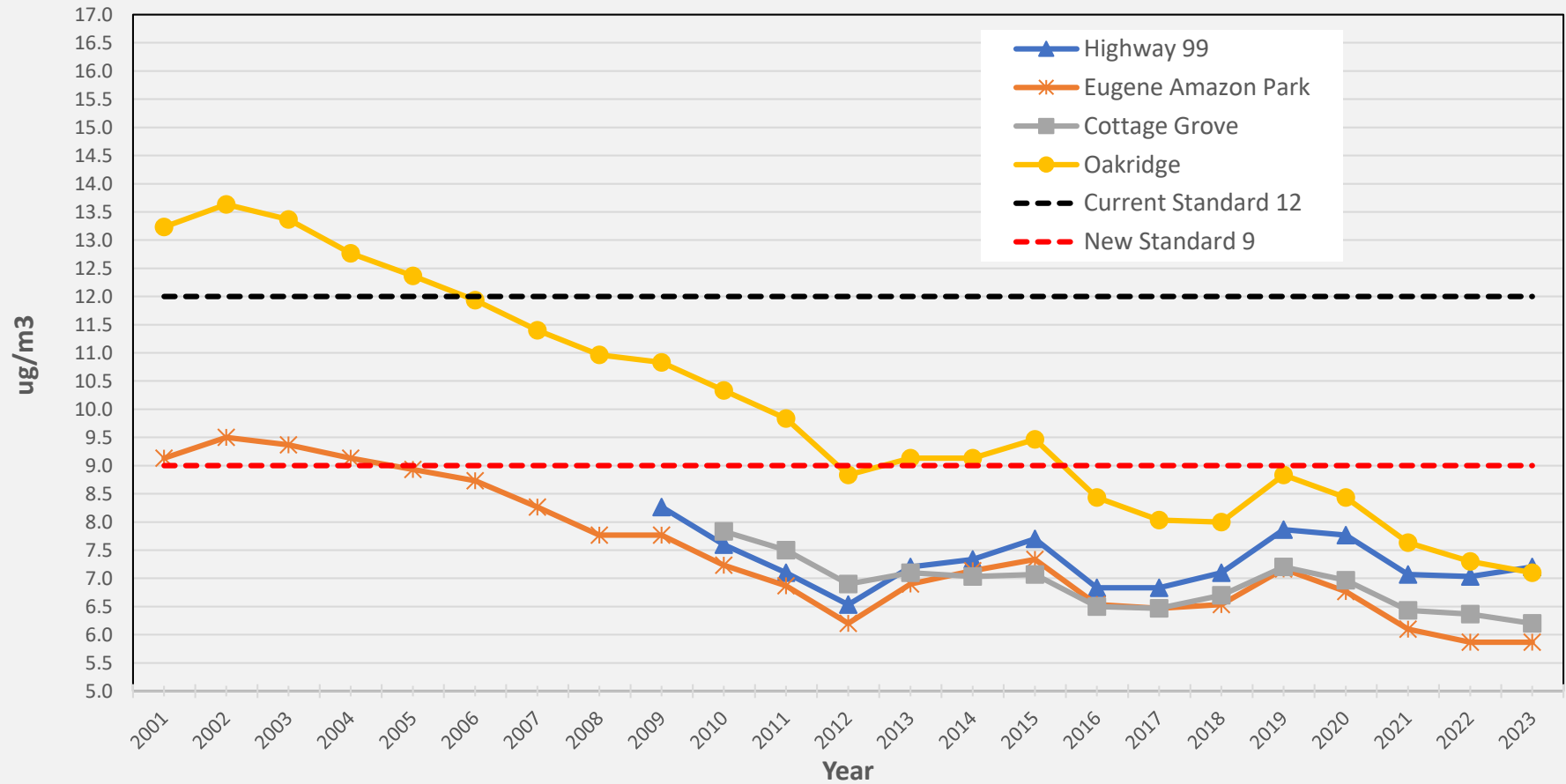




PM2.5 - Annual 3-Year Average (includes wildfire data)  
2021-2023 Data



PM2.5 - Annual 3-Year Average (excludes wildfire data)  
2021-2023 Data



**COMPLAINTS RECEIVED: 4/1/2024 thru 4/30/2024:**

<b>Smoke complaints: 41</b>
24 – Outdoor Burning
4 – Home Wood Heating
<b>Industry:</b>
3 – Arclin USA, LLC
2 – Murphy Plywood
1 – Marathon Coach, Inc.
<b>Fugitive Dust</b>
1 – Knife River
<b>Miscellaneous Odor:</b>
1 – Wood Chips
2 – Generator
1 – Marijuana
2 – Unknown
<b>Total: 41</b>

The calendar year 2024 compares to previous years:

<b>Year</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>*2024</b>
Dust	15	17	26	12	7	1
Ag Burning / Spraying	6	2	7	2	3	0
General Air Quality	12	4	8	1	25	9
Home Wood Heating	128	74	57	67	52	21
Industry	170	100	336	198	97	26
Outdoor Burning	402	423	243	292	254	77
Slash Burning	16	12	10	6	12	0
Miscellaneous	67	59	40	102	72	7
Unknown	39	74	71	45	65	20
<b>Total</b>	<b>855</b>	<b>765</b>	<b>798</b>	<b>725</b>	<b>587</b>	<b>161</b>

\* Year-To-Date

## NEW/OPEN ENFORCEMENT ACTIONS STATUS REPORT

### 4/1/2024 to 4/30/2024

**NEW: 4/01/2024 -- 4/30/2024:** None.

Calendar year 2024 compared to previous years:

Year	2019	2020	2021	2022	2023	*2024
Notices of Non-compliance and Warnings	55	15	21	24	19	0
Notices of Violation with Civil Penalties	37	26	17	24	15	0

\* Year-To-Date.

**ENFORCEMENT: 4/01/2024 to 4/30/2024**

Category of Violation	New	Follow-Up Action	Pending	Closed	Total
Asbestos	-	-	4	-	4
Industrial	-	-	3	-	3
Outdoor Burning	-	-	2	-	2
Fugitive Dust	-	-	-	-	-
Home Wood Heating	-	-	-	-	-
<b>Totals</b>	-	-	9	-	9

The complete enforcement report document is published on LRAPA's Publication Reports and Factsheets [webpage](#).

**OUTDOOR BURNING LETTER PERMITS: 4/01/2024 TO 4/30/2024**

**There was one Outdoor Burning Letter Permit (OBLP) issued in April 2024.**

1. Issued Special Letter Permit 20B24-04-01 on April 29 to Shannon Carpani, 24887 Strike St., Veneta, to burn 40 cubic yards of Land Clearing debris located at Tax Lot #1706363400800, Veneta.

**ASBESTOS ABATEMENT: 4/01/2024 to 4/30/2024**

For perspective, here is how the total number of asbestos abatement notices filed, how many were schools and the number of notices inspected for calendar year 2024 compares to previous years:

Calendar year 2024 compares to previous years:

Year	2019	2020	2021	2022	2023	*2024
Total Asbestos Abatement Notices	488	439	408	465	466	163
School Asbestos Abatement Notices (NESHAP)	16	25	20	16	17	6
Number of Asbestos Abatements Inspected	94	93	104	115	91	20

\* Year-To-Date.

#### PERMITTING (TITLE V AND ACDP):

- Currently 14 sources, Title V permits
- Currently approximately 275 sources, air Contaminant Discharge Permits (ACDPs)

Permit activities:

Category of Permit Activity	Title V	ACDP	Registration	Total Active
New	2	5		7
Renewals	3	20		23
Modifications		4		4
Constructions	1			1
Registrations				
Terminated Permits		4		
Total Issued Permits Year-to-date	5	17		22

Permits placed on public notice:

Source Name	Reason for Public Notice	Type of Permit
Seneca Sawmill	Modification of ACDP and New Title V	ACDP modification to include changes in parallel with changing from a Standard ACDP to a New Title V.
Lanz Cabinet	New ACDP	Changing from Title V to Standard ACDP
Marathon Couch	Renew ACDP	Renewal of Simple High ACDP.
Lane Forest Products	Renew ACDP	Renewal of Simple High ACDP.
Attune	Renew ACDP	Renewal of Simple Low ACDP.
Pierce Fittings	Renew ACDP	Renewal of Simple Low ACDP.
Willamette Valley Company	Renew ACDP	Renewal of Simple ACDP.

Permits with public hearing notice:

Source Name	Reason for Public Hearing	Date of Public Hearing
Seneca Sawmill	ACDP Modification and New Title V	May 21, 2024

Permit backlog:

Permit Type	Total Number of Permits by Type	Number of Permits Extended Administratively	Percentage of Total (%)
Title V	14	0	0%
Standard	26	3	11%
Simple	28	7	25%
<b>Total</b>	<b>68</b>	<b>10</b>	<b>10%</b>

## MEDIA INTEREST AND OUTREACH

<i>Date</i>	<i>Media</i>	<i>Person</i>	<i>Topic</i>
2/9/2024	KEZI	Robert Desaulniers	Springfield Burning Variance
2/25/2024	KEZI	Noah Chavez	Springfield Burning Variance
03/28/2024	Ore. News Service	Eric Tegethoff	Air Quality Awareness Week
03/28/2024	KVAL	Juliette Smith	Allergy Season
04/25/2024	KLCC	Tiffany Eckert	ALA Report
04/29/2024	KEZI	Aaron Arellano	ALA Report
05/03/2024	Eugene Emerald	Andres Baisch	ALA Report

In response to media interest regarding the "State of the Air" report by the American Lung Association (ALA), LRAPA has engaged with media representatives interested in understanding the factors contributing to the ranking of Eugene/Springfield as fourth on their list of worst air quality in the United States. LRAPA clarified that wildfire smoke remains the predominant cause of poor air quality ratings in the area. Specifically, for this report, air quality data from the 2020 Holiday Farm Fire, 2021 Middle Fork Complex Fire, and 2022 Cedar Creek Fire were included in ALA's determination and are the reasons the region ranked highly. Despite LRAPA's limited authority over natural wildfires, the agency is committed to working collaboratively with partners to enhance public awareness and preparedness during such events.

LRAPA published a press release in late April titled "LRAPA Prepares for Ozone Season." This release details the agency's readiness to monitor air quality, particularly ozone levels, during the warmer months. It highlights the operational status of ozone monitors and LRAPA's strategies for collective public efforts to manage health risks associated with high ozone levels, emphasizing the importance of personal actions to reduce ozone formation.

## AGENCY GOALS AND UPDATES

*In January 2022, the Board established the following goals to drive LRAPA's efforts in protecting public health, community well-being, and the environment. Below is an overview of each goal, accompanied by recent updates and milestones, with specific focus on activities in April, 2024.*

### 1. Oakridge/Westfir Air Quality Improvement

Objective: Seek EPA approval to improve air quality in Oakridge/Westfir.

- Following the redesignation of Oakridge in September 2022, LRAPA continues to implement two targeted airshed grants in the area to further improve progress. The semi-annual meeting for Oakridge Air was successfully held on Monday, April 15th. The

event was structured as a casual open house, allowing attendees the flexibility to join us at their convenience during the allotted time.

## **2. Internal Efficiency Enhancement**

Objective: Streamline internal processes and policies for improved efficiency.

- An internal focus on policies and procedures continues. Current focus is on enhancing internal file organization to improve access and manageability, with a comprehensive review and restructuring of the Org. folder system. This collaborative effort involves all staff and aims to align with everyone's workflows, targeting full implementation by the end of July.

## **3. Pre-Budget Planning**

Objective: Plan ahead for budget committee meetings to ensure financial stability.

- Despite challenges due to executive and financial management changes, LRAPA remains engaged in the budget cycle. The first budget committee meeting to review the FY'25 budget occurred in April, marking good progress towards the planned board adoption in June.

## **4. Financial Stability Assessment**

Objective: Evaluate LRAPA's costs and explore funding sources for long-term stability.

- LRAPA's budget forecast and assumptions indicate the agency's finances are stable.

## **5. Website Redesign**

Objective: Improve LRAPA's website for better user access to air quality information.

- Following the website redesign in September 2022, ongoing improvements include the Citizen Advisory Committee review and enhancement the application page and question, which went live in April.

## **6. Community Engagement**

Objective: Increase interaction with communities to raise air quality awareness.

- LRAPA continues to engage collaboratively with various stakeholders and agencies on soil remediation activities concerning J.H. Baxter in West Eugene. LRAPA is preparing a social media campaign for Air Quality Awareness Week the first full week of May. LRAPA participated in an in-studio interview celebrating local TV station KVAL's 70th Anniversary. This appearance will provide an opportunity to discuss LRAPA's initiatives and strengthen community engagement through local media.

## **7. Collaboration and Partnerships**

Objective: Strengthen relationships with local communities and industry for problem-solving.

- LRAPA participated in several regional collaborative groups and committees meetings in April. These included Lane Regional Climate Collaborative, Oakridge Area Fire Safe Council, and Lane County Healthy Housing Collaborative.

## **8. Funding Source Diversification**

Objective: Seek new funding opportunities to support air quality programs.

- LRAPA has been informed by DEQ that its prospects for increased budget support are constrained due to a lower prioritization of Climate and Environment in the governor's budget. Consequently, LRAPA's ability to secure enhanced funding through DEQ is significantly limited. Moving forward, LRAPA will need to directly engage Oregon legislators to advocate for its funding needs. However, there are restrictions on the extent of this engagement to avoid the need for official registration as lobbying, which may affect the agency's ability to secure new or additional legislative support in the upcoming long session.

## **9. Airmetrics Enterprise Evaluation**

Objective: Assess the effectiveness of Airmetrics in monitoring air quality.

- Following the board's decision in late 2022 and 2023, Airmetrics is in the process of closing remaining operations. LRAPA plans to retain the Airmetrics location for storage during the agency's remodel.

## **10. Complaint Intake Process Improvement**

Objective: Enhance the process for receiving and responding to air quality complaints.

- LRAPA has revised the internal complaint entry user interface in LINFO to streamline the process for staff to enter complaints and investigation results.

## **11. Regulatory Engagement**

Objective: Stay updated on air quality regulations through engagement with relevant organizations.

- In March, the LRAPA board endorsed comments provided to the EPA regarding air quality regulations. Subsequently, the EPA amended its rule, potentially influenced by these and other external comments. While the direct impact of LRAPA's comments on this regulatory change is not clear, the adjustment aligns with our goals, and the process itself strengthened our collaboration with key stakeholders.

## **12. Succession Planning and Staff Training**

Objective: Prepare for staff transitions through succession planning and training.

- LRAPA has advanced recruitment efforts. Applicants have been received for an open air quality inspector position, with first screening of candidates in early May. Additionally, a permit writer position was in late April to address a vacancy created by a recent retirement. In April the board also engaged in a preliminary review of candidates for the open Executive Director position in April.



## **TENTATIVE UPCOMING LRAPA BOARD AGENDA ITEMS**

This schedule outline is a preview of anticipated upcoming agenda items.

### **June 2024**

- Adopt FY25 Budget
- Employee Longevity Recognition
- Year-end Overview of Pre-audit Financials
- Capital Improvement Project
- Annual Report Review
- Employee Handbook Update

### **July 2024**

- QR 3 & 4 Financial Update
- Audit Report
- Rivers to Ridges Presentation on Prescribed Burning

### **August 2024**

- Board Goals Work Session

### **September 2024**

- Discuss Partner Dues

### **October 2024**

- Dashboard Report

### **November 2024**

- Approve Partner dues
- Budget Update

### **December 2024 – No Meeting**

### **January 2025**

- Review upcoming appointments on Board and Committees
- Oakridge Air Status Report

### **February 2025**

- Nominations/Appoint Board Chair and Vice-Chair
- Nominations/Appoint new Budget Committee Members and Budget Officer
- Budget Forecast



## **LANE REGIONAL AIR PROTECTION AGENCY MEMORANDUM**

**To:** Chair Howard Saxion, and LRAPA Board Members

**From:** Travis Knudsen, Acting Director

**Date:** May 9, 2024

**Subject:** Recognition of Joe Pishioneri's Service

### **STAFF REPORT**

#### **ISSUE STATEMENT**

Joe Pishioneri, a member of LRAPA's Board representing the City of Springfield, has chosen not to run for re-election for his Springfield City Council position. As a result, Joe will be leaving the LRAPA Board upon the conclusion of his current term.

#### **BACKGROUND INFORMATION**

Joe Pishioneri has been a dedicated public servant, serving on the Springfield City Council and representing Ward 6, the Thurston area, for many years. He has been an active member of various committees and boards, including the Springfield Budget Committee, the Springfield Economic Development Agency, the Springfield Emergency Management Committee, the Springfield Finance & Judiciary Committee, the Springfield Police Advisory Committee, and the Metropolitan Wastewater Management Commission Board, in addition to his service at the Lane Regional Air Protection Agency.

Throughout his tenure on the LRAPA Board, Joe has been a strong supporter of the agency's mission and has demonstrated invaluable leadership, particularly as Board Chair during the Executive Director search following the retirement of the previous Executive Director, Merlyn Hough, and the through the challenges posed by the COVID-19 pandemic.

#### **GOING FORWARD**

As Joe Pishioneri's term on the LRAPA Board comes to an end, it is important to recognize and celebrate his service and commitment to the agency and the community. During this portion of the meeting, the Board and staff will take a moment to express their gratitude for Joe's contributions and the positive impact he has had on LRAPA and the region.

With Joe's departure from the LRAPA Board, his seat will be filled by a Springfield City Councilor which will be formally set by the council at a future meeting.

#### **STAFF RECOMMENDATION**

This is an informational item, and no formal motion is required. Staff recommends that the Board join in expressing gratitude for Joe Pishioneri's service and wishing him well in his future endeavors.