



AGENDA

LANE REGIONAL AIR PROTECTION AGENCY

CITIZENS ADVISORY COMMITTEE MEETING

TUESDAY NOVEMBER 25, 2025

12:00 P.M.

Virtual Participation

Teams:

[Join the meeting now](#)

Meeting ID: 232 232 269 122 3

Passcode: Uf3hF6zi

In-Person Participation

LRAPA

1010 Main Street

Springfield, Oregon 97477

[Note: Start times for agenda items are approximate.]

1. 12:00 Call to Order/Agenda Review
2. 12:05 Public Participation
3. 12:10 Approval of October 28, 2025 Meeting Minutes
4. 12:15 Board Meeting Overview
5. 12:20 Smoke School Presentation
6. 12:50 Upcoming CAC Topics:
 - Rulemaking Updates: Titles 15 & 43
 - Public Outreach Strategies
 - CAC Membership Expansion Discussion
 - ODF/LRAPA Smoke Management Plan Overview
 - Industry Presentations/Site Visits
7. 12:55 Roundtable
8. 1:00 Adjournment

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CITIZENS ADVISORY COMMITTEE

MEETING MINUTES

OCTOBER 28, 2025

MEETING VIA TEAMS / LRAPA OFFICE, SPRINGFIELD OREGON

ATTENDANCE	
COMMITTEE PRESENT:	LRAPA STAFF PRESENT:
Kelly Wood, Chair	Travis Knudsen, Executive Director
Evelina Davidova-Kamis, Vice-Chair	Max Hueftle, Operations Manager
Chris Cline	Rachelle Nicholas, Administrative Manager
Jim Daniels	Matt Sorensen, Public Affairs & Project Manager
Peter Dragovich	Heather Gravelle, Environmental Coordinator
Michael Koivula	
Ben Larson	
Paul Metzler	
Jo Rodgers	
COMMITTEE ABSENT/EXCUSED:	OTHERS PRESENT:
None	John Quetzalcoatl Murray, KEPW 97.3

AGENDA	ACTION
REGULAR MEETING	
1. Call to Order/Agenda Review.	Chair Kelly Wood convened the regular meeting at noon. Chair Wood welcomed everyone and acknowledged Evelina for her excellent work filling in during the previous meeting.
2. Public Participation.	John Quetzalcoatl Murray from KEPW 97.3 indicated he was present for reporting purposes.
3. Approval of September 30, 2025.	MOTION: Michael Koivula moved, and Chris Cline seconded to approve the September 30, 2025 Meeting Minutes. The motion passed unanimously.
4. Board Meeting Overview.	Travis Knudsen , Executive Director, provided the Committee with updates from the October 9, 2025 LRAPA Board meeting. Financials: LRAPA currently under budget for the season.

	<p>Grants: Targeted airshed grant closing November 2025; internal audit underway for final EPA report due in early 2026.</p> <p>Local Partner Dues: FY27 local partner dues adopted with CPI increase of 0.5%.</p> <p>Smoke Management Season: The Board expressed interest in exploring adjusting burn season to start later in October and potentially extend through January.</p> <p>Osprey Hollow Air Quality Complaints: Summer complaints from residents in The Nines neighborhood regarding particulate matter and odors addressed with participation from Wildish, Delta Sand and Gravel, and Riverbed Materials. The odors could not be attributed to identified sources; truck covering requirements reinforced with permit holders for dry months; Nines HOA provided with meeting recording.</p> <p>Director's Report: Standard operational updates and ongoing outreach activities.</p>
5. CAC Bylaws & Orientation Materials Review.	<p>The Committee reviewed the CAC bylaws (dated 2006). Key provisions reviewed include purpose, membership structure (7-15 members representing public health, agriculture, industry, community planning, general public, and fire suppression), three-year terms with reappointment eligibility, attendance policy, officer roles, meeting schedule (last Tuesday of each month), quorum requirements, and annual reporting.</p> <p>Discussion followed regarding adding representation from the Home Builders Association given relevance to asbestos regulations, wood stove issues, new construction standards, and electrification. Potential fit under "industry," "community planning," or "general public" categories. Committee to explore outreach to Home Builders Association for interested candidates.</p> <p>Chair Wood requested that links to the YouTube meeting recordings be posted on the website to improve public accessibility. Staff confirmed they will implement this change.</p>
6. Approved Supplemental Environmental Projects.	<p>Travis Knudsen and Matt Sorensen, Public Affairs and Project Manager, presented the SEP program, which allows sources facing civil penalties over \$2,000 to</p>

voluntarily direct up to 80% of funds to approved environmental projects rather than to the Lane County General Fund.

Currently Approved Projects (2-year approval period):

Brock's Woodlot (Oak Ridge): Yard debris processing program diverting material from backyard burning; recently funded; supports community firewood program with low-income/elderly discounts.

Bring Recycling (Springfield): Rethink Business Certification Program providing small grants for business efficiency improvements reducing electricity use and particulate emissions.

Cascadia Mobility: Bike share program expansion to reduce vehicle emissions and increase transportation access.

Center for Rural Livelihoods (Cottage Grove): Forest restoration and environmental education field trips for youth; free community firewood program.

Program Structure: Participation is completely voluntary for sources; projects must demonstrate measurable environmental benefits; applications, policy, and approvals publicly available on the LRAPA website; follow-up required to verify project milestones and emission reductions; open to nonprofits, municipalities, and community groups.

Paul Metzler expressed concern about the reputational risk of appearing to steer enforcement funds to favored organizations.

Mr. Knudsen responded that the program structure includes safeguards: review of applicants for tangible environmental outcomes, follow-up on project milestones and emission reductions, voluntary participation by sources, and public transparency with all applications and approvals available on the LRAPA website.

Further Committee discussion included funding flexibility, potential municipal applications (tree planting, yard waste programs), and emergency preparedness equipment eligibility.

7. Upcoming CAC Topics.	<p>Upcoming CAC topics include:</p> <ul style="list-style-type: none"> • Smoke School Presentation • Rulemaking Updates: Titles 15 & 43 • Public Outreach Strategies • ODF/LRAPA Smoke Management Plan Overview • Industry Presentations/Site Visits
8. Roundtable.	<p>Chris Cline reported fall slash burning season began last weekend; closely regulated with daily forecasting from Salem meteorologists to avoid smoke-sensitive areas (Eugene, Springfield, Oakridge).</p> <p>Paul Metzler inquired about slash burning season and inversion risks; suggested public outreach topic on responsible slash burning reducing wildfire risk and associated air pollution.</p>
9. Adjournment.	<p>Chair Kelly Wood adjourned the Committee meeting at 1:00 p.m.</p>

(Minutes recorded by Heather Gravelle)



Director's Report for October 2025

Meeting Date: November 13, 2025
Department: Director's Office
lrapa-or.gov

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

I. EXECUTIVE HIGHLIGHTS

Key accomplishments, challenges, and priorities from the past month.

EXECUTIVE SUMMARY

October marked a successful seasonal transition as LRAPA closed out wildfire season and prepared for winter operations. Air quality remained excellent throughout the month, with no unhealthy days recorded and predominantly "Good" conditions across all three monitoring sites.

The outdoor burning season opened October 15th following the delayed start due to late September wildfire smoke, then concluded October 31st for Eugene/Springfield/Oakridge and their urban growth boundaries. This abbreviated season required no curtailments due to favorable meteorological conditions. The home wood heating season reopened October 1st.

Staff presented to 14 students in Lane Community College's Prescribed Fire Management class and participated in the annual Media and PIO Roundtable. We began check-in meetings with our four IGA cities and Lane County commissioners to discuss federal regulatory changes, our SEP Program, and partner concerns.

Organizationally, we successfully recruited an Environmental Specialist I position beginning November 3rd, bringing LRAPA to 17.0 FTE (89% operational capacity). Strategically we are maintaining two positions vacant given federal funding uncertainty, providing financial flexibility while ensuring essential services continue.

Professional development was highlighted by six staff members attending DEQ's Fall Air Quality Inspector/Permit Writer Forum (October 14-16), receiving updates on regulatory changes, environmental justice initiatives, technical training, and new permitting resources. Travis Knudsen attended the PNWIS annual conference in Boise, serving as a panelist on executive leadership challenges alongside regional air quality agency leaders.

Progress on LINFO database enhancements remains paused due to LCOG's developer vacancy, but we secured GitHub access and identified a promising freelance developer candidate with prior LRAPA experience.

Our permitting program maintains steady performance with a 7% backlog rate. We issued four permits for public notice, including innovative drone technology for methane monitoring at Short Mountain Landfill, the first such application in Oregon.

Financially, LRAPA remains strong. With 25% of the fiscal year elapsed, salary spending stands below this threshold. All funds are tracking under budget with reserves supporting four months of operating budget as targeted.

October demonstrated LRAPA's ability to manage seasonal transitions, maintain excellent air quality, strengthen partnerships, and advance organizational capacity while navigating uncertainties with fiscal prudence.

II. PROTECTING PUBLIC HEALTH & SERVING OUR COMMUNITY

Aligns with Customer/Stakeholder Perspective of the Balanced Scorecard framework and LRAPA's current goals 1, 2, and 5 which focus on public health protection, community engagement, and stakeholder relationships.

II.A. Air Quality Status & Trends for October 2025

These metrics support **Goal 1 (Public Health Protection and Air Quality Education)** and **Goal 4 (Regional Air Monitoring and Analysis)**, tracking our performance against targets for "Good" and "Moderate" AQI days, data completeness, and timely reporting).

Site	Date	Max AQI	Pollutant
Eug/Spfld	30-Oct-25	57	PM
Oak	23-Oct-25	55	PM
CottGrv	31-Oct-25	60	PM

AQI	Eug/Spfld	Oak	CottGrv	AQI Range	PM2.5 Range, ug/m3	Ozone Range, ppb
Good	25	29	22	0-50	0-9	0-54
Moderate	6	2	9	51-100	9.1-35.4	55-70
USG	0	0	0	101-150	35.5-55.4	71-85
Unhealthy	0	0	0	151-200	55.5-125.4	86-105
Very Unhealthy	0	0	0	201-300	125.5-225.4	106-200
Hazardous	0	0	0	301+	225.5+	201+

Attachment No. 1: Air Quality Index (AQI) charts for Lane County (October 2025)

Attachment No. 2: PM2.5 index charts for Lane County (October 2025)

II.B. Community Response & Complaint Resolution

This section supports **Goal 1 (Public Health Protection and Air Quality Education)** metrics for complaint response to demonstrates our commitment to addressing community concerns promptly and effectively.

The number of unique complainants is noted in "(#)"

October 1 – October 31, 2025	
Smoke complaints: 34	
28 - Outdoor Burning (22)	
6 - Home Wood Heating (6)	
Industry: 8	
2 - International Paper (2)	
2 - Wildish Land Co. (2)	
1 - Lane Forest Products	
1 - RiverBend Materials	
1 - Rexius Retail and Yard Debris Recycling	
1 - Autocraft	
Asbestos: 1	
Miscellaneous: 12	
4 - Unknown Odor (4)	
6 - Fugitive Dust (6)	
1 - Idling Vehicle	
1 - Diesel Generator Odor	
Total: 55	

Category	2020	2021	2022	2023	2024	2025
Dust	17	26	12	7	8	16
Ag Burning / Spraying	2	7	2	3	3	22
General Air Quality	4	8	1	25	32	28
Home Wood Heating	74	57	67	52	39	51
Industry	100	336	198	97	75	105
Outdoor Burning	423	243	292	254	253	215
Slash Burning	12	10	6	12	9	1
Asbestos	15	9	22	10	12	20
Miscellaneous	44	31	80	62	91	80
Unknown	74	71	45	65	79	127
Total:	765	798	725	587	601	665

*Notes: LRAPA received 55 complaints in October, compared to 48 in September. Unknown odor complaints dropped from 12 to 4. Smoke-related complaints rose to 34, primarily from outdoor burning (28 complaints).

II.C. Smoke Management & Wildfire Resilience

This section aligns with **Goal 2 (Enhanced Wildfire Smoke Preparedness)**, tracking our smoke monitoring, advisory issuance, and coordination with state agencies, as well as smoke management activities for outdoor burning and home wood heating.

Outdoor Burning, 2025-2026 Season

LRAPA regulates outdoor burning in Lane County to protect air quality and public health. Under Title 47, LRAPA has authority to regulate open burning practices, including determining when burns can occur. LRAPA aims to allow burning whenever possible while preventing air quality deterioration. Outdoor burning is only curtailed when monitoring or forecasts show potential for unhealthy air quality impacts.

Periods of Curtailment

Start	End	Areas	Curtailment	Reason
N/A	-	-	-	-
N/A	-	-	-	-

Home Wood Heating, 2025-2026 Season

LRAPA regulates home wood heating under Title 16 to reduce PM2.5 emissions during periods of poor air quality. An advisory system (Yellow/Red Days) indicates when curtailment is needed. Yellow Day advisory request voluntary curtailment of wood burning except for those who depend on it as their primary heat source. Red Day advisories prohibit visible smoke from chimneys, with exemptions for economic hardship. Like outdoor burning, LRAPA only issues wood burning curtailment when air quality monitoring or forecasts indicate potential health impacts.

Periods of Curtailment

Areas	Yellow Days	Red Days
Eugene/Springfield	0	0
Oakridge	0	0

The home wood heating season, which had been closed during the summer months, officially reopened on October 1st. No curtailment days were needed in September as air quality conditions remained favorable throughout the month and the season was not yet open.

Outdoor Burning Letter Permits, 2025-2026 Season

LRAPA has authority to issue outdoor burning letter permits under Title 47. These permits allow specified burning that would otherwise be prohibited. This program also supports ecological benefits of prescribed fire while protecting public health through strict oversight and timing. LRAPA coordinates closely with land managers to ensure burns are conducted with minimal air quality impacts.

Permit No.	Issue Date	Permittee	Location	Material	Volume
20B25-06-01	June 30, 2025	River to Ridges Partnership	85 units in Lane County	Ecological Burning	1456 acres

Wildfire Smoke Intrusions & Air Quality Advisories

LRAPA participates in Oregon's Wildfire Response Protocol for Severe Smoke Episodes, a coordinated system that connects federal, state, and local agencies during significant smoke events. LRAPA's role includes issuing local air quality advisories, coordinating public health messaging, and representing Lane County's interests in state-level response planning.

Air Quality Advisories Issued

Start Date	End Date	Areas Affected	Primary Pollutant
08-22-2025	08-25-2025	Southern Willamette Valley	Ozone
09-02-2025	09-07-2025	Eastern Lane County	PM2.5/Wildfire
09-29-2025	09-30-2025	W. Lane County & Intermittent Eug/Spring	PM2.5/Wildfire

Oregon Wildfire Response Protocol for Severe Smoke Episodes Meetings

Date	Topic	Advisory Issued
07-11-2025	Prep for Coordination Calls	n/a
07-16-2025	Review Active Wildfires	No
08-22-2025	Ozone & Flat Fire	Yes
08-25-2025	Flat Fire, Emigrant Fire, & OR Fires	No
08-27-2025	Emigrant Fire, Flat Fire, & OR Fires	No
09-02-2025	Emigrant Fire & OR Fires	Yes
09-04-2025	Emigrant Fire & OR Fires	Yes
09-05-2025	Emigrant Fire & OR Fires	Yes
09-29-2025	Moon Complex Fire & Emigrant Fire	Yes

II.D. Community Outreach, Education, & Building Partnerships

This section supports **Goal 5 (Partnerships and Interagency Coordination)** metrics for partner engagement and stakeholder communication, strengthening relationships with stakeholders and enhancing public understanding of air quality issues.

Media Log

Date	Media	Person	Topic
1/23/2025	KLCC	Rachael McDonald	Air stagnation and wood burning advisories
1/23/2025	KEZI	Ryan Bonham	Air stagnation and cleaner woodstove burning
1/28/2025	KEZI	Ryan Bonham	Air Quality Advisory E. Lane County and Red Advisory for Oakridge, Yellow EUG/Spring
2/28/2025	KEZI	Robert Desaulniers	Spring Outdoor Burning Season Opens and Tips on Safe Burning
2/28/2025	KMTR	News Staff	Spring Outdoor Burning Season Opens and Tips on Safe Burning
4/03/2025	Washington Post	Joshua Partlow and Amudalat Ajasa	EPA cutting more than \$1 Billion in EJ grant funds and impact on Lane County and other areas
4/24/2025	Lookout Eugene-Springfield	Ashli Blow	American Lung Association rates Eug./Spring 4 th worst air quality in US.
6/02/2025	KMTR	News Staff	End backyard burning June 7 th due to fire concerns
6/03/2025	Lookout Eugene-Springfield	Ashli Blow	Burn Ban to begin early in Lane County
6/17/2025	KXCR- Radio	Larry Bloomfield	30-minute live interview for Florence public radio that featured LRAPA to discuss Homewood heating, asbestos, and prepping for wildfire
6/20/2025	KMTR	Gold Meadows	50-acre agricultural fire in Junction City on Wednesday 6/18 and impacts on Eugene area causing poor air quality. LINK
6/30/25	KEZI	News Staff	Supplemental Environmental Project Re-launch LINK
6/30/25	KVAL	News Staff	Supplemental Environmental Project Re-Launch LINK
6/30/25	KMTR	Gold Meadows	Supplemental Environmental Project Re-Launch LINK
7/1/25	KCST 106.9 FM, KCFM 1250 AM, 104.1 FM & 103.1 FM	George Henry	Supplemental Environmental Project Re-Launch LINK

Media Log

Date	Media	Person	Topic
7/2/25	KLCC	Karen Richards	Supplemental Environmental Project Re-Launch LINK
7/5/25	KLCC	Karen Richards	Air quality awareness during wildfire season LINK
7/8/25	Eugene Weekly	Christian Wihtol	E-Commerce shipping facility ISCP permit with LRAPA & possible Amazon site LINK
7/11/25	Register Guard	Alan Torres	E-Commerce shipping facility ISCP permit with LRAPA & possible Amazon site LINK
7/16/25	Lookout Eugene Springfield	Michael Zhang	E-commerce shipping facility ISCP w/ LRAPA LINK
7/16/25	KEZI	Israel La Rue	E-commerce shipping facility ISCP w/ LRAPA LINK
7/16/25	OR Dept. of Early Learning and Care	News Webpage	Outdoor AQ Guide from LCPH tool for use LINK
7/18/25	KLCC	News Brief	E-Commerce shipping facility ISCP w/ LRAPA LINK
8/4/25	Lookout Eugene Springfield	Michael Zhang	E-Commerce warehouse public comments on ISCP LINK
8/4/25	Lookout Eugene Springfield	Grace Chinowsky	Odors over the weekend smelling like dog feces LINK
8/5/25	KEZI	Israel La Rue	Odors of dog feces in Eug/Spring LINK
8/5/25	KMTR	Tiffany Lewis	Odors of dog feces in Eug/Spring LINK
8/5/2025	KPIC	Tiffany Lewis	Odors of dog feces in Eug/Spring LINK
8/19/25	KMTR	News Staff	Public Comments Open for Metro Wastewater Management Commission (MWMC) LINK
8/22/25	Lookout Eugene Springfield	Grace Chinowsky	Foul Smell ends w/o clear culprit LINK
8/22/25	Lookout Eugene Springfield	Ashli Blow	Heat wave Smog in Eugene Springfield LINK
8/22/25	KMTR	News Staff	Heat wave Smog in Eug/Spring LINK
8/22/25	KVAL	News Staff	Heat wave Smog in Eug/Spring LINK
8/22/25	KLCC	Gabriella Sgro	Heat wave Smog in Eug/Spring LINK
9/2/25	KEZI	News Staff	Emigrant Fire Smoke Advisory E. Lane County LINK
9/2/25	Lookout Eugene Springfield	Michael Zhang	Emigrant Fire Smoke Advisory E. Lane County LINK
9/3/25	Register Guard	Hannarose McGuinness	Emigrant Fire Smoke Advisory E. Lane County LINK
9/3/25	Lookout Eugene Springfield	Ashli Blow	Emigrant Fire Smoke Advisory E. Lane County LINK
9/11/25	Eugene Weekly	Christian Wihtol	Residents object to purported Amazon facility. ISCP comments to LRAPA LINK
9/15/25	KLCC	Rebecca Hansen-White	Short Mtn. Landfill first in Oregon to utilize drones for GHG inspection LINK
9/19/25	KLCC	Karen Richards	Hazy Air in Eug/Spring Area LINK
9/25/25	Eugene Weekly	Christian Wihtol	LRAPA evaluates purported Amazon parcel-delivery center LINK
9/25/25	Register Guard	Alan Torres	e-commerce facility scores key permit LINK
9/26/25	KVAL	Khenedi Wright	Tips for smoke during prescribed fire season LINK
9/26/25	Lookout Eug. Spring	Michael Zhang	Permit Approved for E-Commerce Facility LINK
9/29/25	KLCC	News Staff	Air Quality Advisory for W. Lane County and Intermittent Eug/Spring LINK
9/29/25	KVAL	News Staff	Wildfire Smoke Air Advisory and Delay Outdoor Burn Season to 10/15 LINK
9/29/25	KMTR	News Staff	Wildfire Smoke Advisory and Delay Outdoor Burn till 10/15 LINK
9/29/25	Cottage Grove Sentinel	News Staff	Wildfire Smoke Advisory and Delay Outdoor Burn till 10/15 LINK
10/6/25	Cottage Grove Sentinel	News Staff	Prescribed Burn at Native Oaks Ridge 10/7 LINK
10/10/25	KMTR	News Staff	Outdoor Burning opens for fall season LINK
10/10/25	KVAL	News Staff	Outdoor Burning Opens for Fall Season LINK

Media Log			
Date	Media	Person	Topic
10/11/25	Register Guard	Alan Torres	Lane County residents ok for outdoor burning, marking the end of wildfire season LINK
10/16/25	Eugene Weekly	Christian Wihtol	PeaceHealth's Eugene hospital asbestos removal project. LINK
10/30/25	KEZI	News Staff	End of Outdoor Burning 10/31 for Eug/Spring/Oak & UGBs LINK
10/30/25	KMTR	News Staff	End of Outdoor Burning 10/31 for Eug/Spring/Oak & UGBs LINK
10/30/25	KVAL	News Staff	End of Outdoor Burning 10/31 for Eug/Spring/Oak & UGBs LINK
10/30/25	KLCC	News Staff	End of Outdoor Burning 10/31 for Eug/Spring/Oak & UGBs LINK

Springfield Rotary Club (Wednesdays, Elk's Club)

Matt Sorensen, LRAPA's Public Affairs Manager, represents the agency as a member of the Springfield Rotary Club. This active club has more than 85 members who meet every Wednesday for lunch. Each meeting provides an opportunity to share important air quality news with members and build relationships with community leaders and stakeholders across Lane County.

Annual Media and Public Information Officer (PIO) Roundtable (Oct. 23rd, City of Eugene Public Works)

Matt Sorensen, Public Affairs Manager, attended the annual local media and public information officer roundtable organized by Devon Ashbridge, Lane County's PIO. The meeting brings together local reporters with the region's public information officers to discuss their work, identify opportunities for better coordination and strengthen their shared commitment to keeping the public informed.

Prescribed Burning Class Guest Speaker (Oct. 29th, Lane Community College)

Matt Sorensen, Public Affairs Manager, spoke to 14 students in the Prescribed Fire Management class at LCC. Instructor Mike Beasley, a burn boss, invited Matt to present on the Oregon Smoke Management Plan and explain how LRAPA fits into the framework and works with and permits to prescribed burning operations in Lane County. Matt also described how LRAPA coordinates with the Oregon Department of Forestry, Oregon Department of Environmental Quality and Oregon Department of Agriculture to regulate burning activity across the state. He covered each agency's specific areas of authority and some of the overlap that exists in smoke management programs.

IGA Partners and LRAPA Partnership Check-Ins and Updates (Oct. to Nov., Ongoing)

Travis Knudsen, Executive Director, and Matt Sorensen, Public Affairs Manager, scheduled meetings with each of the four cities (Cottage Grove, Eugene, Oakridge and Springfield) and Lane County commissioners who comprise LRAPA's intergovernmental agreement (IGA) stakeholders. The discussions focus on three areas: changes in environmental regulations driven by federal adjustments at EPA, especially those that could impact the region; ongoing funding opportunities through LRAPA's refreshed Supplemental Environmental Program; and any questions or concerns from IGA partners.

Northwest Air Quality Communicators Meeting (Nov. 4th, Online)

Matt Sorensen, Public Affairs Manager, attended the quarterly Northwest Air Quality Communicators meeting with more than 40 other air quality professionals. Topics included disaster messaging lessons learned by the Regional Disaster Preparedness Organization, tools being developed with Echo Northwest to share communication assets between agencies, and a campfire etiquette campaign being used in Idaho to help develop better burning habits at campgrounds in Idaho and finished with a robust roundtable discussion between members.

III. MAINTAINING REGULATORY EXCELLENCE

Aligns with *Internal Process Perspective of the Balanced Scorecard framework and LRAPA's current goals 3 and 4—ensuring compliance with air quality standards through effective monitoring, permitting, and enforcement.*

III.A. Stationary Source Permitting Progress & Efficiency

This section supports **Goal 3 (Public Health Protection and Air Quality Education)** metrics for permit issuance timeliness, permit backlog rate, and area NAAQS compliance.

Permitted Sources

- Currently 15 sources hold a Title V operating permit in Lane County.
- Currently approximately 275 sources hold an ACDP.

Permits in Queue			
Category of Permit Activity	Title V	ACDP	Total In Queue
New	0	2	2
Renewals	1	15	16
Modifications	4	2	6
Constructions	-	1	1
Terminated Permits	-	-	-

Stationary Sources Permits Issued, Year-to-Date

- Title V Operating Permits: 4
- Air Contaminant Discharge Permits: 20

Permits on public notice from October 1 to October 31, 2025

Source Name	Reason for Public Notice	Type of Permit
204740, Lane County Public Works - Waste Management Division: Short Mountain Landfill	Significant Modification to allow alternative surface emissions monitoring for methane using drones.	Title V Operating Permit Significant Modification on public notice September 9 – October 14, 2025.
203147, Junction City Clean Fuels, LLC	Renewal	Standard Air Contaminant Discharge Permit (ST ACDP) on public notice October 13 – November 18, 2025.
202144, Delta Sand & Gravel Co. – Delta Landfill	Simple Technical Permit Modification to increase the plant limits on particulate matter.	Standard Air Contaminant Discharge Permit (ST ACDP) on public notice October 13 – November 17, 2025.
205108, Stella-Jones Corporation	Renewal	Standard Air Contaminant Discharge Permit (ST ACDP) on public notice October 21 – November 125, 2025.

Permit Backlog as of October 31, 2025		Permits Extended Administratively	Percentage of Total (%)
Permit Type	Permits by Type	Permits Extended Administratively	Percentage of Total (%)
Title V	15	0	0%
Standard	24	4	17%
Simple	26	1	4%
Total	65	5	7%

III.B. Asbestos Program Oversight

This section supports **Goal 3 (Public Health Protection and Air Quality Education)** initiatives related to operating the asbestos program, including inspections and rule updates. LRAPA protects public health from asbestos hazards through effective oversight and education.

LRAPA administers the asbestos program in Lane County under title 43. This program regulates the handling, removal, and disposal of asbestos-containing materials to prevent public exposure to this hazardous substance. LRAPA reviews asbestos survey reports, processes abatement notifications, conducts inspections, and enforces compliance with asbestos regulations to protect workers and the public.

Asbestos Notices		Year-to-Date↓					
Year		2020	2021	2022	2023	2024	2025
Total Asbestos Abatement Notices		439	408	465	466	436	370

III.C. Enforcement

This section supports **Goal 3 (Public Health Protection and Air Quality Education)** metrics for enforcement action resolution and evaluations completed. The enforcement program ensures that regulations are followed, and violations are addressed.

LRAPA's compliance program ensures that air quality regulations are followed by stationary sources, asbestos contractors, and the general public. This section provides an overview of enforcement actions taken during the reporting period, including notices of non-compliance, civil penalties, and case resolutions.

Sep. 1, 2025 to Sep. 30, 2025		Follow-Up Action	Pending	Closed	Total
Category of Violation	New				
Asbestos	-	-	1	-	1
Industrial	1	-	-	-	1
Outdoor Burning	-	-	1	-	1
Fugitive Dust	-	-	-	-	-
Home Wood Heating	-	-	-	-	-
Totals	1	-	2	1	3

Attachment No. 3: September 2025, Enforcement Actions Detail Report.

	2020	2021	2022	2023	2024	2025
Notices of Non-compliance and Warnings	15	21	24	19	9	17
Notices of Violation with Civil Penalties	26	17	24	15	5	12

IV. STRENGTHENING ORGANIZATIONAL CAPACITY

Aligns with *Learning & Growth Perspective* of the *Balanced Scorecard* framework and LRAPA's current goal 6—developing staff capabilities and improving operational systems.

IV.A. Staff Development & Agency Growth

This section supports *Goal 6 (Organizational Excellence and Operational Efficiency)* metrics focused on staff retention, professional development, and employee satisfaction, essential for achieving operational excellence.

LRAPA maintains a skilled workforce to carry out our mission of protecting air quality in Lane County. This section provides an overview of our current staffing levels, vacancies, and professional development activities. Our commitment to staff development ensures we have the expertise needed to address complex air quality challenges effectively.

Department	FTE	Vacancies
Administration	5.0	0.0
Operations	9.0	2.0
Finance	3.0	1.0
Technical services	2.0	0.0
Total	19.0	3.0
<i>Agency at 84% of staffing capacity</i>		

LRAPA currently maintains 19.0 FTE across four departments. We presently have 16.0 FTE filled, representing 84% of our authorized staffing capacity.

In October, the agency successfully completed recruitment for an Environmental Specialist I position. The selected candidate will begin on November 3rd, bringing LRAPA to 17.0 FTE (89% operational capacity).

With the ongoing uncertainty at the federal level and subsequent funding we are strategically maintaining two positions vacant and will continue to monitor the situation. This approach provides financial flexibility during this period of uncertainty while ensuring that we can maintain essential air quality protection services.

The temporary payroll specialist contract arrangement implemented in September continues to support our finance department transition effectively, providing specialized expertise as we restructure operations to a two-person permanent model.

LRAPA continues to prioritize thoughtful workforce planning and staff development strategies that balance operational needs with fiscal responsibility, ensuring we maintain our skilled team essential for protecting air quality in Lane County while adapting to external factors beyond our control.

Staff Professional Development, Year-to-Date

Training	Participation	Completion Date	Provider
Budget Law Training	2	February	Oregon Department of Revenue
Avoiding Communication Pitfalls	1	February	Express
Basic Inspector Training	3	March	WESTAR
Accounts Receivable: Common Routines	1	March	Caselle
Fred Pryor Customer Service Training	1	April	Pryor Learning
Intro to Environmental Enforcement training	2	April	Western States Project

Staff Professional Development, Year-to-Date

Training	Participation	Completion Date	Provider
Essential Skills Workshop	1	April	Springfield Chamber: Work ready
Community Connect Portal	1	April	Caselle
Workplace Safety: Active Violence Incident	17	May	City of Springfield, Police
New Source Review Process Steps	5	May	Department of Environmental Quality
Incinerators	3	May	WESTAR
Industrial Boilers	5	May	WESTAR
Electrostatic Precipitators	3	May	WESTAR
Ask Us Anything Air Quality	5	May	Department of Environmental Quality
Balancing Payroll Transmittals	1	May	Caselle
Complying with Grants	2	May	Environmental Protection Agency
ASAP Grant Payment Portal training	1	May	US Treasury
Payment Requests in ASAP	1	May	US Treasury
PERS Summer Webinar: Understanding your statement, voluntary contributions and Q&A	1	June	Employer Service Center (ESC)
Caselle: Payroll-Supplemental & Termination checks	1	June	Caselle
Caselle: New Online Payment Portal Management	3	June	Caselle
Ask Us Anything Air Quality	5	June	Department of Environmental Quality
WESTAR Effective Permit Writing course	2	July	WESTAR
EPA Annual Regional State & Local Air Dispersion Modeling Conference	1	July	Environmental Protection Agency
Oregon Annual Asbestos Retreat	2	August	Department of Environmental Quality
WESTAR TOXIC 231	1	September	WESTAR
EPA International Emissions Inventory Conference	2	September	Environmental Protection Agency
OSBEELS Symposium	1	September	Oregon State Board of Examiners for Engineering and Land Surveying
The Good, the Bad, and the [Redacted]: Navigating Oregon's Public Record's Law	1	September	Oregon Public Records Board & Lewis & Clark Law School
PERS: Reporting Resources & Top 10 Tips for Reporting Success	1	October	Oregon Public Employees Retirement System
Fall Air Quality Forum	6	October	Department of Environmental Quality

PERS: Meet & Greet (Reporting Resources and Top 10 Tips for Reporting Success) (October 2nd, virtual)

Staff attended a PERS meet and greet session to learn more on available reporting resources and support services.

DEQ Fall Air Quality Inspector/Permit Writer Forum (October 14th-16th, in-person/virtual)

Staff members attended DEQ's Fall AQ Inspector/Permit Writer Forum, a three-day professional development event for air quality professionals statewide. The forum provided updates on regulatory changes, technical training, and best practices in air quality permitting and enforcement.

Key topics covered included:

- **Regulatory Updates:** Climate Protection Program implementation, Cleaner Air Oregon (CAO) program updates, an update on new and revised federal standards, and clarifications on when agricultural exemptions do and do not apply
- **Environmental Justice:** New DEQ initiatives and integration into air quality programs
- **Technical Training:** Air quality modeling refresher, particulate matter source testing overview, and permit peer review procedures
- **Permitting Resources:** Enhancements to the Permit Writers' Resource Center and Small Business website, plus streamlined datacenter permitting processes
- **Legislative Changes:** Overview of the 2025 legislative session impacts on air quality programs
- **Enforcement Tools:** Your DEQ Online (YDO) workflows and notice of noncompliance procedures

The forum also featured practical sessions on permit writing efficiency tools and a tabletop exercise on VOC coating operations. Staff had opportunities to engage with DEQ leadership, regional managers, and technical experts throughout the three-day event.

PNWIS Annual Conference (October 15th-17th, Boise, Idaho)

Travis Knudsen, Executive Director, attended the Pacific Northwest International Section (PNWIS) annual conference in Boise, joining over 200 air quality professionals from across the region. Travis served as a panelist for "Clearing the Air: Executive Leadership in a Time of Environmental Challenge" alongside executive directors from Northwest Clean Air Agency, Southwest Clean Air Agency, Spokane Regional Clean Air Agency, and Idaho DEQ's Air Quality Division Administrator. The panel addressed how regional agencies are navigating current environmental challenges and regulatory uncertainties while maintaining effective air quality protection programs. The conference provided valuable networking opportunities and insights on emerging technical and regulatory developments across the Pacific Northwest.

IV.B. Operational Improvements & Innovation

*This section supports **Goal 6 (Organizational Excellence and Operational Efficiency)** metrics for technology adoption and systems modernization, enhancing our efficiency and effectiveness in serving Lane County.*

LRAPA is working to improve our systems and processes to enhance efficiency and effectiveness. These improvements support our ability to fulfill our mission and provide better service to the public. Current initiatives focus on technology upgrades, document management, and standardized procedures.

Current activities underway:

- **LINFO Database Upgrade:** LRAPA successfully transitioned to our central database system (LINFO) version 3.0 in summer 2025, which enhances our permit tracking, complaint management, and reporting capabilities. The system has been fully operational, and staff are actively using it while documenting bugs and identifying needed user-interface and functionality improvements. Progress on system enhancements has been paused since June 2025 due to the retirement of LCOG's internal developer who maintained LINFO under contract with LCOG. LCOG has not yet filled this critical position.

To address this gap, LRAPA is pursuing alternative solutions, including engaging freelance developers to continue system improvements. Throughout September, LRAPA worked with LCOG to obtain GitHub

access to LINFO's code for both LRAPA staff and potential freelance developers. We have identified a promising candidate who is a former LRAPA employee and understands our operational needs, providing valuable institutional knowledge for future development work.

- **Standard Operating Procedures (SOPs):** Development of SOPs across all departments continues to progress well, with multiple procedures already completed and implemented. In September, the agency rolled out the foundational "SOP for SOPs" document, which establishes a standardized framework for how procedures are created, revised, referenced, and maintained throughout the organization. This meta-level documentation provides essential guidance for consistent procedure development and management, supporting both operational consistency and succession planning across the agency. Staff are currently reviewing and providing feedback on this framework, which the agency is using to refine the workflow documentation process. This work includes creating a comprehensive system for tracking controlled documents and controlled policies, which encompass all SOPs agency-wide.

V. ENSURING FISCAL RESPONSIBILITY

Aligns with Financial Stewardship Perspective of goal 7—managing financial resources effectively and transparently.

V.A. Budget Performance & Stability

This section supports **Goal 7 (Financial Sustainability and Transparency)** metrics for budget variance and maintaining adequate reserves (4 months of operating budget), ensuring LRAPA can fulfill its mission consistently.

Please refer to the September 2025 financial update (Agenda item number 7).

FY26 Line Items to Note: These line items are above 91% of the budgeted spending to date. (Target spending to date is 17% as if August 2025).

- **General Fund** – The Personnel Services line item is currently at 93% of the targeted spending for September. It is expected that this line item will remain under budget for the year.
- **Special Revenue Fund (Title V)** – nothing to note.
- **Grant Fund** – nothing to note.

FY26 Summary of Expenditures: 25% of the year has elapsed as of 9/30/25, and spending is below that threshold in each of the LRAPA funds. These are the categories we must consider when asking the question “Were we below or over budget for the year?”:

- **General Fund** Total Actual Expenditures as a % of Budgeted Annual Expenditures: **16%**
- **Special Revenue Fund** Total Actual Expenditures as a % of Budgeted Annual Expenditures: **17%**
- **Grant Fund Total** Actual Expenditures as a % of Budgeted Annual Expenditures: **10%**
- **All Funds Consolidated** Actual Expenditures as a % of Budgeted Annual Expenditures: **14%**

V.B. Financial Transparency & Reporting

This section supports **Goal 7 (Financial Sustainability and Transparency)** metrics for financial reports provided to the Board (target: monthly) and timely audit completion (target: before December 31). Transparency in financial matters builds trust with our stakeholders and ensures accountability.

Fiscal Year: 2025-2026	Status	Completion Date
Budget FY26	Adopted	May 2025
Prior Year Audit - FY25	Scheduled	Expected December 2025

VI. BOARD CALENDAR

A tentative review of upcoming initiatives, events, and board business.

2025	2026
January — Preview upcoming appointments on board and committees. — Oakridge Air update — Remodel update	January — Preview upcoming appointments on board and committees. — Oakridge Air update — Review budget forecast for FY'2026-2029
January, Work Session — Discussion of Partner Dues — Discussion of Board Goals — Discussion of Board Meeting Schedule	February — Supplemental Budget for FY'26 — FY'25 Audit Report & Presentation — Appoint new Budget Committee members, and appoint Budget Officer — Elect the Board Chair and Vice-Chair
February — Supplemental Budget for FY'25 — Appoint new Budget Committee members, and appoint Budget Officer — Elect the Board Chair and Vice-Chair — Board Goals Review — Federal Grant Status Update — Remodel Update	March — Budget Committee Meeting for FY'26
March — Budget Committee Meeting for FY'26 — Authorization for Public Comment on SB-5520 — Board Goals Approval — Federal Grant Status Update — Remodel Final Update	April — Budget Committee Meeting for FY'27; Approve Budget — Executive Director's Performance Evaluation Process
April — Budget Committee Meeting for FY'26; Approve Budget — Annual By Rule Fee Schedule — Public Comment SB-5520; Report	May — Public Hearing of FY'26 Approved Budget, Board Adoption — Executive Session: Director Performance Evaluation — Oakridge Air Update
May — Public Hearing of FY'26 Approved Budget, Board Adoption — Oakridge Air Update — Federal Grants Status Update — LRAPA Open House	June — Outdoor Burning Season Review
June — Audit Presentation from Isler CPA - FY24 — Outdoor Burning Season Review — Federal Grants Status Update — The Permit Life Cycle: Application to Compliance	July — Rulemaking Review — Review PERS UAL Liability & Investment Strategy
July — Rulemaking Review — Federal Grants Status Update — Executive Director's Performance Evaluation Process — PERS UAL Discussion, Review & Investment Strategy — Ozone Review — Audit Report — FY'24 Audit, Corrective Action Plan	August — No Meeting
August — No Meeting	September — Review Legislative Short Session. — Review Local Partner Dues Calculation for FY'28. — Wildfire Smoke Management Season Update — Annual Review of Board Designated LGIP Account
September — Review Local Partner Dues Calculation for FY'27 — Resolution 25-04; Board Designated LGIP Account — Permitting & Federal Standards Rulemaking	October — Approve Local Dues Calculation for FY'28. — Smoke Management Season Update/Review
October — Approve Local Dues Calculation for FY'27. — Smoke Management Season Update/Review — Osprey Hollow Air Quality Complaints	November — Audit Update, FY'27 — Home Wood Heating Season Update
November — Outdoor Burning Seasonal Change — Audit Update, FY'25 — Home Wood Heating Season Update — Executive Session: Director Performance Evaluation	December — No Meeting
December — No Meeting	

VII. LRAPA STRATEGIC GOALS REFERENCE SHEET

These ongoing and sustained goals are designed to ensure comprehensive performance management across four key perspectives. This reference sheet provides an overview of each strategic goal and its associated performance metrics.

MISSION: To protect public health, quality of life and the environment as a leader and advocate for the continuous improvement of air quality in Lane County.

VISION: Community partners working together to ensure clean air for everyone.

GOAL 1: Public Health Protection and Air Quality Education

Protect public health through air quality initiatives and foster community engagement via educational programs, prompt response to public concerns, and efforts to ensure equitable protection from air pollution for all communities.

Lag Indicators

- % of days in "Good" or "Moderate" AQI categories by monitoring location (target: 95% annually)
- Number of days with PM2.5 or PM10 exceeding NAAQS 24-hour standards (target: 0)
- % of complaints responded to (target: 95%)

Lead Indicators

- Number of educational events/programs conducted quarterly (target: 2 per quarter)
- Number of wood heating advisories issued (target: prior to 150 AQI in metro)
- Email listserv growth (target: >3% increase annually)

GOAL 2: Enhanced Wildfire Smoke Preparedness

Address the increasing threat of wildfire smoke intrusions to public health in Lane County through public education, collaboration with local jurisdictions, and enhanced monitoring and communication during wildfire events. In addition to seeking funding avenues which directly support this new and growing smoke management service need.

Lag Indicators

- Response time to publish smoke advisories during events (target: before 1pm on days needed)

Lead Indicators

- Maintain LRAPA supported commercial air sensors in Lane County (target: approximately 75)
- State smoke advisory engagement (target: 100% participation)

GOAL 3: Public Health Protection and Air Quality Education

Ensure compliance with National Ambient Air Quality Standards (NAAQS) and other health-based benchmarks, manage air quality permits for regulated sources, and implement best practices in emissions control, balancing economic development with environmental protection through rigorous permitting processes.

Lag Indicators

- % of area in compliance with NAAQS standards (target: 100%)
- % of permits issued within target timeframes (target: 90%)
- Permit backlog rate (target: <20%)

Lead Indicators

- Number of annual Full Compliance Evaluations completed vs. EPA committed (target: 100%)
- % of enforcement actions resolved within 6 months (target: 80%)

GOAL 4: Regional Air Monitoring and Analysis

Collect, analyze, and report comprehensive air quality data across Lane County to inform policy decisions, alert the public, and track long-term air quality trends.

Lag Indicators

- % data completeness for monitoring network (target: >95%)
- Timeliness of data reporting to the public and EPA (target: 100% on schedule)

Lead Indicators

- % of monitors calibrated on schedule (target: 100%)
- % uptime for real-time data systems (target: 98%)
- Number of monitoring site quality assurance audits completed vs. EPA committed (target: 100%)

GOAL 5: Partnerships and Interagency Coordination

Build and maintain strong relationships with various stakeholders, including industry, local jurisdictions, and community groups, to foster collaboration, improve communication, and ensure that LRAPA's work is responsive to community needs and concerns.

Lag Indicators

- Number of industry outreach initiatives completed annually (target: 1 per year)
- Number of community outreach initiatives completed annually (target: 1 per year)
- Number of partner outreach engagements completed annually (target: 5 per year)

Lead Indicators

- Diversity of inter-agency meetings attended (target: prioritize local, then state, then federal engagements)
- Number of monitoring site quality assurance audits completed vs. EPA committed (target: 100%)
- Communication frequency with key stakeholders (target: Quarterly communication)
- Number of council presentations delivered (target: 1 per jurisdiction annually)

GOAL 6: Organizational Excellence and Operational Efficiency

Strengthen LRAPA's internal systems, workflows, and operational capacity through technology integration, process improvement, and staff development to enhance organizational effectiveness and service delivery.

Lag Indicators

- Employee satisfaction/engagement scores (target: 85% satisfaction)
- Staff retention rate (target: >85% annually)
- % completion of internal systems modernization (target: 100% of planned upgrades, e.g. LINFO)

Lead Indicators

- Number of staff professional development training completed (Target: 2 per staff per year)
- Number of staff utilizing advancing technologies in workflows (target: > 50%)

GOAL 7: Financial Sustainability and Transparency

Ensure LRAPA's long-term financial stability and improve fiscal transparency through diversified funding sources, robust financial management practices, and clear communication of financial decisions to stakeholders.

Lag Indicators

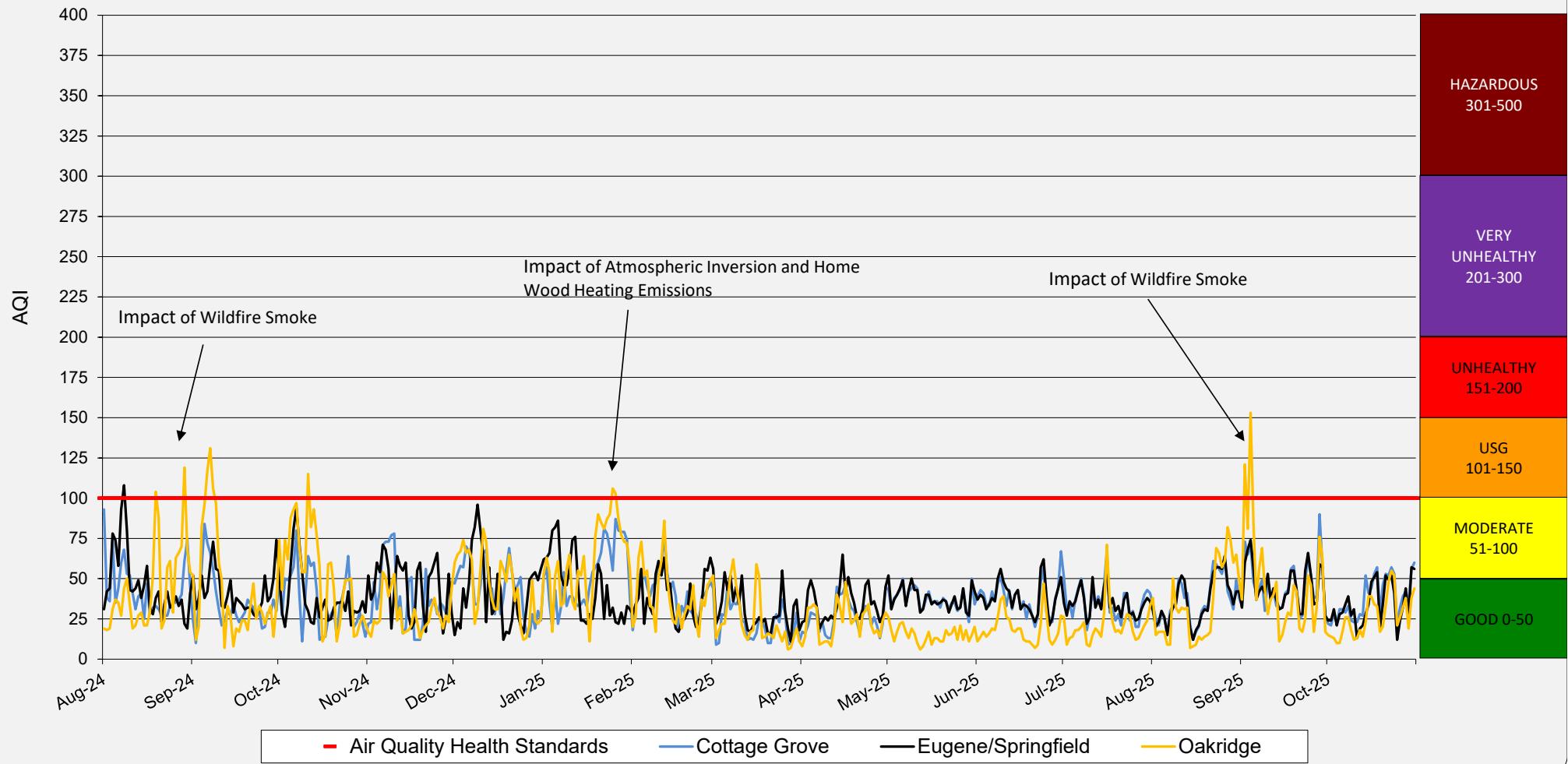
- Reserve fund supporting annual operating budget (target: 4 months)
- Budget variance (target: within 10% of planned)

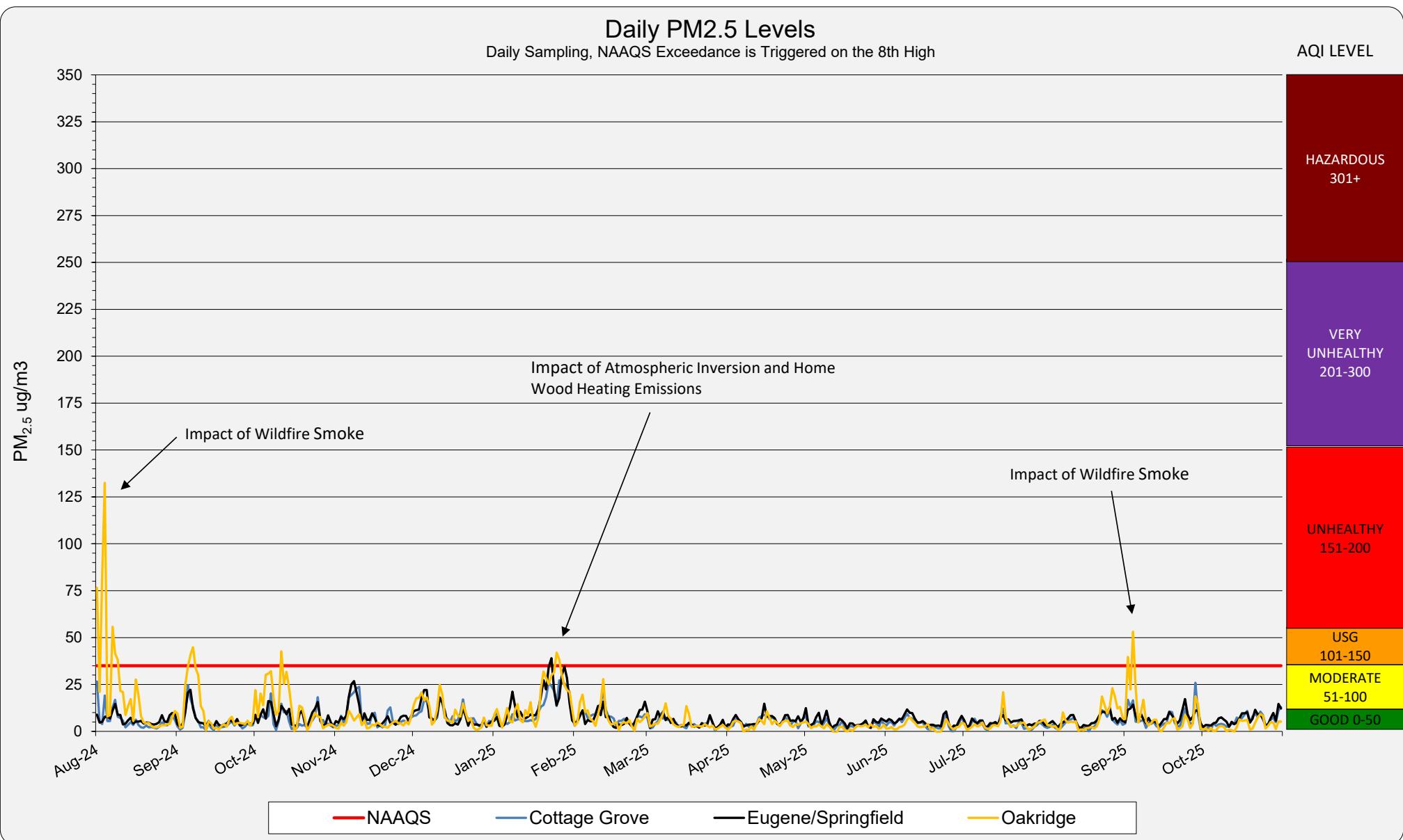
Lead Indicators

- Number of financial reports provided to Board & public (target: monthly to Board)
- Audit completed before state deadline (target: Dec. 31)

Daily Air Quality Index Chart

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





NEW/OPEN ENFORCEMENT ACTIONS DETAIL REPORT
10/1/2025 -- 10/31/2025
Report of open actions initiated since last report

NEW ENFORCEMENT ACTIONS:

NEW (Enforcement actions issued within the current reporting period):

1. Aurora Innovation, LLC / HydroFarm (Eugene)
 - A. Violation: Allowed for particulate matter (pearlite fines) to become airborne and cause visible deposition on neighboring properties. This is a violation of permit condition of their Air Contaminant Discharge Permit 200053 (ACDP 200053) permit condition G4.
 - B. Initial Action Taken: NON #3908 issued 9/6/2024
 - C. Subsequent Action: PENDING
 - D. Resolution: PENDING
 - E. Source Type: ACDP
 - F. Initiated By: COMPLAINT

PENDING (Enforcement actions issued prior to 10/1/2025 with no reporting action in the current reporting period):

1. DUST 2 DIAMONDS, LLC (SPRINGFIELD)
 - B. Violation: Performed an asbestos abatement project without possessing a license to perform asbestos abatement; openly accumulated friable asbestos-containing materials.
 - B. Initial Action Taken: NON #3908 issued 9/6/2024
 - C. Subsequent Action: NCP #2024-3908 (\$8,400) issued 9/6/2024; request for reduction approved and reduced to \$4,800 with a payment plan of \$100; payments are on schedule as of 10/31/2025.
 - D. Resolution: PENDING
 - E. Source Type: ASBESTOS
 - F. Initiated By: INSPECTION
2. REMEDIOS ROMERO (COTTAGE GROVE)

- A. Violation: Respondent conducted the burning of prohibited materials, including painted wood, metal, tin cans, plastic bags, food waste, plastics fiberglass roofing and general household garbage in a burn barrel.
- B. Initial Action Taken: NON #3930 issued 08/06/2025
- C. Subsequent Action: NCP #2025-3930 (\$1,019) issued 08/06/2025; no response, default order and judgment (DOJ) in process
- D. Resolution: PENDING
- E. Source Type: OUTDOOR BURNING
- F. Initiated By: COMPLAINT

CLOSED ENFORCEMENT CASES Enforcement closed in the current reporting period 10/1/2025):

None.