



Director's Report for April 2026

Meeting Date: May 14, 2026
Department: Director's Office
lrapa-or.gov

Agenda Item No. 13
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I. EXECUTIVE HIGHLIGHTS

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

EXECUTIVE SUMMARY

April brought exceptional air quality across Lane County. All three monitoring stations recorded "Good" days for the entire month, with no Moderate or worse readings at any site. The outdoor burning season continued without curtailment and no wood heating advisories were needed.

The American Lung Association's State of the Air report, released April 22, drew significant media attention when it ranked Eugene-Springfield among the nation's worst areas for air quality. LRAPA responded through multiple outlets, citing wildfire smoke intrusions as the primary driver. The coverage generated six stories across four outlets over four days and reflects the growing public attention to regional air quality.

Wildfire pre-season preparations accelerated through April and into early May. Staff joined the statewide Wildfire Smoke Pre-Season Call on May 7 alongside DEQ, the National Weather Service, Oregon Health Authority, Lane County Public Health, local tribes, and other partners. These meetings confirm coordination protocols and align public messaging ahead of the season.

Community engagement continued at a strong pace. Travis Knudsen and Matt Sorensen met with EWEB Board member Tim Morris on April 24 to explore overlap in interest to support ductless heat pump installations as a strategy to reduce winter PM2.5 and improve smoke resilience during wildfire events. Additional stakeholder outreach is needed before any formal commitment. Staff also met with the Oregon Health Authority on updated youth AQI guidance, connected with the Center for Green Schools on indoor air quality programs for school districts, and joined the DEQ and Oregon Department of Forestry for a smoke management coordination discussion for Lane County.

The Finance Manager position was posted in April following a mutually agreed separation with the previous Finance Manager on April 23. Finance Specialist staff, with support from the Administrative Manager and Executive Director, can maintain core operations independently, and interim documentation support is in place. Recruiting is the near-term organizational priority. Three additional SOPs were published this spring, and an updated AI Use and Management Policy is in draft following a staff feedback session in April.

Financial performance through March remains strong. All-funds spending stands at 49% of budgeted annual expenditures against a 75% year-elapsed target. Pauly Rogers has been engaged for the FY26 audit, with an interim preparation phase now underway supported by contractor Eric Kytola.

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 April 2026

*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).*

April

Site	Date	Max AQI	Pollutant
Eug/Spfld	25-Apr-26	44	O3
Oak	8-Apr-26	32	PM
CottGrv	29-Apr-26	45	O3

AQI	Eug/Spfld	Oak	CottGrv	AQI Range	PM2.5 Range, ug/m3	Ozone Range, ppb
Good	30	30	30	0-50	0-9	0-54
Moderate	0	0	0	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 (April 2026)

Attachment No. 2: PM2.5 index charts for Lane County (April 2026)

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 “(#)”

April 30, 2026								
Smoke complaints: 46		Category	2021	2022	2023	2024	2025	2026
42 - Outdoor Burning (39) 2 - Home Wood Heating (2) 2 - Recreational Fire (2)		Dust	26	12	7	8	17	8
		Ag Burning/spraying	7	2	3	3	22	2
		General Air Quality	8	1	25	32	30	15
Industry: 3		Home Wood Heating	57	67	52	39	70	17
1 – International Paper 1 – A&M Autobody Collision Repair Center 1 - Marathon Coach		Industry	336	198	97	75	108	21
		Outdoor Burning	243	292	254	253	266	127
		Slash Burning	10	6	12	9	3	0
Asbestos: 2		Asbestos	9	22	10	12	21	12
		Miscellaneous	31	80	62	91	95	16
		Unknown	71	45	65	79	136	26
Miscellaneous: 9		Total:	798	725	587	601	768	244
5 - Unknown Odor (4) 3 – Fugitive Dust (3) 1 – Paint Fumes		*Notes: LRAPA received 60 complaints in April 2026. Outdoor burning complaints increased slightly from 41 in March to 42 in April. Industry complaints decreased from 4 to 3.						
Total: 60								

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
Nov. 1, 2025	Mar. 1, 2026	Eugene/Springfield UGB; Oakridge	Full Prohibition	By Rule, Title 47-015(2)
Dec. 30, 2025	Jan. 1, 2026	All Lane County	Full Prohibition	Air Stagnation

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	17	0
Oakridge	11	0

The home wood heating season, which is closed during the summer months, officially reopened on October 1st. No curtailment days have been needed this season as air quality conditions remain favorable since October.

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
20B25-11-01	November 17, 2025	Casey Jones	82578 Sprague Ln	Dexter	50 cubic yards
20B25-11-02	November 17, 2025	U.S. Fish & Wildlife	Hwy 36 & Alvadore Road	Ecological Burning	28 cubic yards
20B25-12-01	December 2, 2025	Scott Gielish	32960 Dillard Rd	Land-clearing	60 cubic yards
20B25-12-02	December 2, 2025	Scott Gielish	T18S R3W sec. 33 Next door to 32960 Dillard Rd	Forest type debris	500 cubic yards
20B25-12-03	January 5, 2026	Willamalane Park & Rec District	205 Dorris Street, Springfield	Land-clearing	30 cubic yards
20B25-12-04	January 5, 2026	Port of Siuslaw	Map & Taxlot # 18-11-19-00-0011-00 (Rose Hill Rd), Florence	Land-clearing & demolition debris	69 cubic yards
20B26-01-02	January 26, 2026	Robbie Garcia	85393 Glenada Road	Land-clearing	60 cubic yards
20B26-03-01	March 24, 2026	Friends of Buford Park & Mt. Pisgah	Howard Buford Rec area - North Bottomlands, Meadowlark East	Forest slash debris	49 cubic yards
20B26-04-01	April 16, 2026	Chip Linn	82554 Siltcoos Station Road, Florence	Land-clearing debris	100 cubic yards
20B26-04-02	April 16, 2026	Clarence Dishner	T17S R12W Sec 25 TL 2604 on Ben Bunch Road, Florence	Land-clearing debris	70 cubic yards
20B26-04-03	April 27, 2026	Emerald Coalition	18707 Pataha Rd., Walton	Clean dimensional wood for a ceremonial burn	7 cubic yards

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
03-31-2026	Wildfire Pre-Season Core Team Meeting	n/a
05-07-2026	Wildfire Smoke Pre-Season Call	n/a

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	Reporter	Topic
1-5-2026	Register Guard	Alan Torres	Amazon purchases \$2M lot for e-commerce LINK
1-6-2026	Lookout	Michael Zhang	Deed shows land owned by Amazon LINK
1-7-2026	DJC Oregon	Alan Torres	Amazon purchases \$2M lot LINK
1-9-2026	KEZI	News Staff	Air stagnation & Yellow HWH LINK
1-9-2026	KLCC	News Staff	Air stagnation & Yellow HWH LINK
1-13-2026	Prism News	Elena Rodriguez	Air stagnation & Yellow HWH LINK
1-16-2026	Register Guard	Alan Torres	Freezing Temps and AQ LINK
2-4-2026	Lookout	Ashli Blow	Tear-gas effects on Air Quality LINK
2-20-2026	Register Guard	Alan Torres	Eugene weighs 2 versions of industrial health standards LINK
3-19-2026	KEZI	News Staff	Mohak Valley Fire Chief Urges Good Outdoor Burn Practices LINK
3-20-2026	Daily Dispatch	News Staff	Mohak Valley Fire Chief Urges Good Outdoor Burn Practices LINK
4-22-2026	Lookout Eug-Spring	Ashli Blow	J.H. Baxter's pollution lingers near thousands in Bethel LINK

Media Log

<i>Date</i>	<i>Media</i>	<i>Reporter</i>	<i>Topic</i>
4-22-2026	Lookout Eug-Spring	Ashli Blow	Eugene-Springfield ranks No. 2 for worst air in U.S., lung association says LINK
4-22-2026	KEZI	Tayten Torgimson	Eugene-Springfield area ranks among worst U.S. cities for air pollution LINK
4-23.-2026	KMTR	Tiffany Lewis	Air agency cites wildfire smoke as key factor in Lung Association F grade LINK
4-23-2026	KVAL	Tiffany Lewis	Air agency cites wildfire smoke as key factor in Lung Association F grade LINK
4-28-26	KLCC	Brian Bull	Air Quality for Eug. Spring. Listed among worst in US LINK

Cross Agency Open Burn Coordination Meeting (Apr. 21st, Online)

Travis Knudsen, Executive Director and Matt Sorensen, Public Affairs Manager, met with partners across Oregon which include Oregon Dept. of Forestry, Oregon Dept. of Environmental Quality, Oregon Dept. of Agriculture, Oregon State Fire Marshals, and local fire boards to discuss activity in open burning and coordinate efforts in minimizing fire hazards and smoke impact across the state.

Oregon Health Authority and LRAPA AQI Materials Meeting (Apr. 23rd, Online)

Matt Sorensen, Public Affairs Manager, met with Jaime Bash, Crisis and Community Health Analyst and Beth Haley, the new Senior Climate and Health Team Manager at the Oregon Health Authority (OHA) to discuss OHA's upcoming release of updated air quality guidance for youth based on AQI. The group also discussed health impacts of smoke on community members, specifically youth, and shared resources for community members.

Eugene Water and Electric Board (EWEB) Partnership Meeting (Apr. 24th, Lovely, Springfield)

Travis Knudsen, Executive Director and Matt Sorensen, Public Affairs Manager, met with Tim Morris (EWEB Board) to discuss a potential program to reduce residential wood stove use in the southern Willamette Valley. The conversation explored partnership opportunities with EWEB to offer financial incentives for ductless heat pump (DHP) installations, which would reduce winter particulate matter and provide summer cooling, including during wildfire smoke events when windows must stay closed. Additional outreach to community partners and stakeholders is needed before advancing any formal partnership. The effort could eventually lead to a grant application to fund a larger program, though no funding opportunity has been identified yet.

Center for Green Schools Meeting (Apr. 27th, Online)

Travis Knudsen, Executive Director and Matt Sorensen, Public Affairs Manager, met with Gretchen Pflueger, Regional Program Manager from the Center for Green Schools to discuss their program that focuses on improving the indoor air quality in schools by increasing staff capacity at school districts. LRAPA agreed to share this program with our local school districts to help raise their awareness of the opportunity.

Lane Pollution Prevention Coalition Home Show Wrap Up Meeting (Apr. 30th, Atrium Building, Eugene)

Matt Sorensen, Public Affairs Manager, joined partners from the Lane Pollution Prevention Coalition (Lane P2C) to debrief on the success and areas for improvement from the shared booth at the Lane County Home Show in March. The group was very pleased with event participation and booth visits, swag items, and staffing the booth. Group agreed to update questions for the wheel spin and to consider having a multi-media presentation with QR codes instead of hard copies of information.

DEQ & ODF Smoke Management Rule Discussion (Apr. 30th, Online)

Travis Knudsen, Executive Director and Matt Sorensen, Public Affairs Manager, met with Jennifer Horton, DEQ Air Quality Coordinator, Stacy McCarter, ODF Mitigation Program Manager, and Levi Hopkins, ODF Interim Deputy Chief to discuss the coordination of smoke management in Lane County, specifically as it relates to forested land.



South Willamette Solutions Tree Seedling Prep (May 1st, SWS offices, Oakridge)

Matt Sorensen, Public Affairs Manager, joined the team at South Willamette Solutions (aka Oakridge Air) in Oakridge to help prepare over 500 pine and conifer tree seedlings to be handed out during the two-day Oakridge-Westfir Tree Planting Festival held on Saturday 5/2.

Air Quality Awareness Week (May 4th to 8th)

Matt Sorensen, Public Affairs Manager, joined members from the EPA, Northwest Air Quality Communicators (NWAQC), and other local northwest air agencies to promote Air Quality Awareness Week (May 4th to 8th). The theme of the week is breaking down the air quality index (AQI) and providing clear guidance for action based on the AQI. Thanks to NWAQC, LRAPA had very high quality social media assets for the campaign that were customized for LRAPA and shared in coordination with hundreds of other air quality groups this week.

Smoke Ready Week Preparation Meeting (May 4th, Online)

Matt Sorensen, Public Affairs Manager, met members from EPA, DEQ, Northwest Air Quality Communicators (NWAQC) to discuss plans and approaches to maximizing public engagement for the upcoming wildfire smoke preparation materials developed by the NWAQC group. There was discussion of trying to get a larger media pickup by having local groups by state look to have a proclamation made at a state level to help bring awareness.

Wildfire Smoke Pre-Season Meeting (May 7th, Online)

Travis Knudsen, Executive Director and Matt Sorensen, Public Affairs Manager, joined others from Oregon DEQ, National Weather Service (NWS), Oregon Health Authority (OHA), Lane County Public Health (LCPH), local tribes, and various other stakeholders to learn more about the forecast for the 2026 wildfire season and confirm plans for coordinating work across the state to keep residents informed and educated about smoke intrusions due to wildfire.

Rivers to Ridges (R2R) Ecological Burn Group (May 6th, LRAPA Office)

Matt Sorensen, Public Affairs Manager, hosted the Rivers to Ridges ecological burn group comprised of over 12 organizations in the lower Willamette valley and led by Ian Appow, Upper Willamette Soil & Water Conservation District. R2R is preparing for the 2026 prescribed burn season and held in LRAPA's boardroom as part of our community outreach efforts.

Engaging Local Government Leaders (ELGL) Mixer (May 7th, Charred Pizza, Springfield)

Travis Knudsen, Executive Director and Matt Sorensen, Public Affairs Manager, joined the first ELGL Supper Club meeting after being invited by Elyse Ditzel, City of Springfield Public Information Officer. This is a casual opportunity to connect, celebrate public service, and get to know other passionate public servants.

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	-	4	4
Renewals	1	5	6
Modifications	1	7	8
Constructions	-	-	-
Terminated Permits	-	-	-

Stationary Sources Permits Issued, Year-to-Date

- Title V Operating Permits: 2
- Air Contaminant Discharge Permits: 16

Permits on public notice from April 1 to April 30, 2026		
Source Number and Name	Reason for Public Notice	Type of Permit
207092 Rexius Forest By-Products, Inc.	Permit renewal.	Simple Air Contaminant Discharge Permit (Simple ACDP) on public notice February 26 – April 2, 2026. Issued April 14, 2026.

Permit Backlog as of May 1, 2026			
Permit Type	Permits by Type	Permits Extended Administratively	Percentage of Total (%)
Title V	15	1	7%
Standard	24	3	13%
Simple	25	1	4%
Total	64	5	8%

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 Apr. 1, 2026 to Apr. 30, 2026		Year-to-Date ↓					
Year	2020	2021	2022	2023	2024	2025	2026
Total Asbestos Abatement Notices	439	408	465	466	436	431	113

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.

Enforcement Apr. 1, 2026 to Apr. 28, 2026					
Category of Violation	New	Follow-Up Action	Pending	Closed	Total
Asbestos	-	-	1	-	1
Industrial	1	1	1	-	3
Outdoor Burning	-	-	3	-	3
Fugitive Dust	-	-	-	-	-
Home Wood Heating	-	-	-	-	-
Totals	1	1	5	-	7

Attachment No. 3: February 2026, Enforcement Actions Detail Report.

	2020	2021	2022	2023	2024	2025	2026
Notices of Non-compliance and Warnings	15	21	24	19	7	18	12
Notices of Violation with Civil Penalties	26	17	24	15	5	12	2

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	10.0	2.0
Finance	2.0	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.

The agency is actively recruiting for a Finance Manager position to restore full operational capacity in our finance department. This position was posted in April, and we are working to fill it as expeditiously as possible while ensuring we identify the best candidate for this critical role.

Two additional positions continue to be held vacant as we navigate federal budget uncertainty and assess operational priorities. The cautious approach maintains financial flexibility while ensuring LRAPA can continue delivering essential air quality protection services to Lane County.

Staff Professional Development, Year-to-Date			
Training	Participation	Completion Date	Provider
Introduction to Continuous Monitoring Systems	3	January	Air Knowledge
Observing Source Tests	1	January	Air Knowledge
Regulation of Hazardous Air Pollutants (HAPs) from Stationary Sources	3	January	Air Knowledge
Compliance Assurance Monitoring	4	February	WESTAR
Aggregate, Asphalt, & Concrete Batching Plants	2	February	WESTAR
Function of Common Air Pollution Control Devices	1	February	WESTAR
Wage & Service Record Submission	1	February	PERS
What's New in ASAP	1	February	US Department of Treasury

Staff Professional Development, Year-to-Date

Training	Participation	Completion Date	Provider
CIS Annual Conference	1	February	CIS
Effective Permit Writing	2	March	WESTAR
Particulate Matter Control Devices	5	March	WESTAR
Unused Sick Leave Reporting	1	March	PERS
CPR/AED/First Aid	8	April	
Air Toxics & Regulating Hazardous Air	2	April	WESTAR
Nox Control & Regulation	2	April	WESTAR
Northwest Communicators Conference: The High Ground- Reaching the Summit of PR Leadership	1	April	PRSA Oregon

PERS Meet & Greet (April 2nd, 9th, and 30th, virtual)

Finance staff attended PERS Employer Service Center Meet and Greet sessions, which provide introductory orientation for employer reporters. These sessions covered the employer reporter role, fundamentals of PERS reporting, an overview of EDX (the online reporting system), key reporting concepts and timelines, and available resources and support from the Employer Service Center. This training establishes foundational knowledge for accurate PERS reporting and ensures Finance staff can effectively manage LRAPA's PERS employer reporting responsibilities.

CPR/AED/First Aid (April 8th, in person)

Eight staff members completed CPR, AED, and First Aid certification training. This training ensures LRAPA maintains workplace safety capacity and emergency response readiness. Certified staff are equipped to provide immediate assistance in medical emergencies, supporting employee safety and LRAPA's commitment to maintaining a safe work environment.

Air Toxics & Regulating Hazardous Air Pollutants (April 14th-16th, virtual)

Staff attended this three-day WESTAR course providing comprehensive overview of air toxics emission sources regulated under the Clean Air Act. The training covered the history and types of air toxics, federal air toxic laws and programs including National Emission Standards for Hazardous Air Pollutants (NESHAPs), state air toxics programs, exposure and toxicity assessments, risk characterization, and compliance assessment for both federal and state programs. This training strengthens staff capacity to address air toxics permitting, compliance, and regulatory implementation.

Northwest Communications Conference: The High Ground – Reaching the Summit of PR Leadership (April 16th – 17th, in person)

Staff attended this two-day professional development conference for communications professionals at the University of Oregon Portland Campus. The conference focused on elevating strategic communications practice and leadership, covering topics including advancing from tactical execution to strategic influence, positioning communications as essential to organizational leadership, professional growth and career development pathways, and building professional networks across the Pacific Northwest communications community. Sessions provided practical skills, real-world insights, and actionable strategies to strengthen organizational communications effectiveness. This training supports LRAPA's public outreach and stakeholder engagement

capacity while fostering professional development in strategic communications.

Nox Control & Regulation (April 21st-23rd, virtual)

Staff completed this three-day WESTAR course focused on nitrogen oxide emissions from combustion sources such as industrial and utility boilers. The training covered mechanisms by which NOx is formed in the combustion process, sources of NOx emissions and regulatory history, and the types, applicability, capability, and limitations of available control techniques to suppress or minimize NOx emissions. Topics included low-NOx burners, selective catalytic reduction (SCR), selective non-catalytic reduction (SNCR), flue gas recirculation, and other control technologies. This training enhances staff ability to conduct regulatory reviews for NOx permitting, compliance assessment, and State Implementation Plan (SIP) planning activities.

Cascade Health Leadership Development Series (March 31 – May 12, Wednesdays, Springfield City Hall)

Travis Knudsen, Executive Director, and Matt Sorensen, Public Affairs & Project Manager, are completing the Cascade Health Leadership Development Series, a seven-session course held weekly at Springfield City Hall. Sessions run from March 31 through May 12 and cover emotional intelligence, recognizing stress and burnout, adapting leadership style, navigating conflict, coaching and correcting, building belonging in the workplace, and leading through change and transition. The series strengthens supervisory skills across the organization and supports the development of engaged, accountable teams.

PERS Office Hours (April 22nd, virtual)

Finance staff attended the PERS Employer Service Center Office Hours webinar, an open forum for employer reporters to receive updates and ask questions. The session addressed current changes to PERS reporting requirements, updated thresholds and reporting standards, job code clarifications, and provided question-and-answer opportunities with PERS staff. This training keeps Finance staff informed about evolving PERS requirements and provides direct access to technical support for employer reporting challenges.

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

The developer engagement arranged through Robert Half did not produce the outcomes needed. LRAPA ended that contract. Staff continue to document known bugs and user-interface improvements for future resolution. A longer-term approach to developer capacity, potentially including a direct hire, is the preferred direction. Given current bandwidth with the Finance Manager transition, this work is on hold while higher-priority hiring is underway.

Standard Operating Procedures (SOPs)

Three SOPs were updated or published this spring. The Cash and Check Handling SOP was revised to version 1.2, refining internal controls for receiving, logging, and processing payments. Two permitting-side protocols were published: the GHG Report Processing Protocol (v1.1), documenting the workflow for processing annual greenhouse gas reports from regulated sources, and the Late ACDP Annual Fee Protocol (v3.0), establishing the sequence for following up on unpaid permit fees from the December 1 due date through formal enforcement referral.

An updated AI Use and Management policy (v2.0) is in draft. In April, staff gathered for a Claude Club session to share how AI use has evolved across their work and offer direct input on the policy. That feedback is shaping the update, which builds out the policy's treatment of skills. Both how AI accelerates staff learning and where human practice needs to be intentionally maintained. The updated policy will be published this spring.

Finance Operations Documentation

During the Finance Manager transition, staff used AI tools to develop a Finance Operations and Transition Guide documenting the internal operational finance folder structure. Documentation includes key processes, and institutional knowledge across all major finance functions. The guide covers payroll, grants, bank reconciliation, audit preparation, financial reporting, and key contacts. It is intended to reduce operational risk during the vacancy and support a new Finance Manager in coming up to speed more quickly.

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 March 2026 financial update (Agenda item number 7).

FY26 Line Items to Note: The following line items are above 75% of the YTD budget target as of March 31, 2026.

- **General Fund** – The Personnel Services line item is at 92.6% of our targeted amount of 75% for March. 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: 75% of the year has elapsed as of 3/31/26, and spending is below that threshold in each of the LRAPA funds:

- **General Fund** Total Actual Expenditures as a % of Budgeted Annual Expenditures: **55%**
- **Special Revenue Fund** Total Actual Expenditures as a % of Budgeted Annual Expenditures: **52%**
- **Grant Fund Total** Actual Expenditures as a % of Budgeted Annual Expenditures: **42%**
- **All Funds Consolidated** Actual Expenditures as a % of Budgeted Annual Expenditures: **49%**

Grant Fund Details as of 3/31/2026

- **Targeted Airshed Grant 1.0** (November 2019 – November 2025)
 - Grant period has ended. Closeout is in progress.
- **Targeted Airshed Grant TAG 2.0** (January 2022 – August 2027)
 - Total grant amount: \$2,739,425
 - Spent to date: \$693,342.81
 - Remaining grant balance: \$2,046,082.19
 - Awaiting federal reimbursement: \$431,927.61
 - Percentage of grant awaiting reimbursement: 15.8%

Please Note: LRAPA's practice is to keep the percentage of grant awaiting reimbursement below 25%.

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.*

	Status	Completion Date
Budget FY26	Adopted	May 2025
Current Year Audit FY26	Scheduled to begin August 2026	Projected December 2026
Budget FY27	Proposed – revised	Projected to be adopted May 2026

Auditor Selection Process

Engagement with Pauly Rogers is underway. As an audit-specific firm, Pauly Rogers is available for earlier spring and summer engagement than a general-practice firm typically allows, which supports a more compressed and manageable timeline. The formal FY26 audit is scheduled to launch August 1, 2026, with a

target completion by December 31, 2026.

An interim audit phase is currently underway. Eric Kytola, a contractor with prior LRAPA finance experience, has been engaged to assist staff in gathering, organizing, and preparing documentation ahead of that work. This support is particularly important given the current Finance Manager vacancy.

VI. 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)