



## Director's Report for October 2024

**Meeting Date: November 14, 2024**  
**Department: Director's Office**  
[www.lrapa.org](http://www.lrapa.org)

**Agenda Item No. 15**  
**Staff Contact: Travis Knudsen**  
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### OCTOBER 2024 AQI CHARTS AND STATS:

Site	Date	Max AQI	Pollutant
Eug/Spfld	6-Oct-24	71	PM
Oak	11-Oct-24	115	PM
CottGrv	7-Oct-24	80	PM

AQI	Eug/Spfld	Oak	CottGrv	AQI Range	PM2.5 Range, ug/m3	Ozone Range, ppb
Good	14	15	24	0-50	0-9	0-54
Moderate	17	15	7	51-100	9.1-35.4	55-70
USG	0	1	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 2024)**

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

**COMPLAINTS RECEIVED: 10/1/2024 thru 10/31/2024:**

<b>Smoke complaints: 33</b>
30 - Outdoor Burning
2 – Home Wood Heating
1 - Wildfires
<b>Industry: 10</b>
3 - International Paper
1 – Parr Lumber
3 - Knife River
1 – Pacific Recycling
1 - Hexion
1 - 9 Wood Inc.
<b>Miscellaneous: 14</b>
3 - Asbestos
1 - Marijuana
2 - Vehicle Exhaust
1 - Diesel Generator
1 – Meat Smoker
1 – Jet Plane Fuel
5 - Unknown
<b>Total: 57</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	8
Ag Burning / Spraying	6	2	7	2	3	3
General Air Quality	12	4	8	1	25	22
Home Wood Heating	128	74	57	67	52	26
Industry	170	100	336	198	97	62
Outdoor Burning	402	423	243	292	254	195
Slash Burning	16	12	10	6	12	3
Miscellaneous	67	59	40	102	72	91
Unknown	39	74	71	45	65	69
<b>Total</b>	<b>855</b>	<b>765</b>	<b>798</b>	<b>725</b>	<b>587</b>	<b>479</b>

\* Year-To-Date

**NEW: 10/01/2024 -- 10/31/2024:**

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	9
Notices of Violation with Civil Penalties	37	26	17	24	15	5

\* Year-To-Date.

**ENFORCEMENT: 10/01/2024 to 10/31/2024**

Category of Violation	New	Follow-Up Action	Pending	Closed	Total
Asbestos	-	-	3	-	3
Industrial	-	-	5	-	5
Outdoor Burning	-	-	4	-	4
Fugitive Dust	-	-	-	-	-
Home Wood Heating	-	-	-	-	-
<b>Totals</b>	-	-	<b>12</b>	-	<b>12</b>

**NEW/OPEN ENFORCEMENT ACTIONS STATUS DETAIL REPORT**

**10/1/2024 -- 10/31/2024**

**Report of open and actions initiated since last report**

**NEW ENFORCEMENT ACTIONS: 10/01/2024 -- 10/31/2024**

1. T.J. ROBBINS (FALL CREEK)
  - A. Violation: Allowed for the outdoor burning of prohibited materials (machine parts, aerosol can, metal wire, canned food containers, etc.).
  - B. Initial Action Taken: NON #3907 issued 09/06/2024
  - C. Subsequent Action: NCP #2024-3907 (\$275) issued 09/06/2024: no response and no payment received; a default order judgment is in process for a lien on the property
  - D. Resolution: PENDING
  
2. DUST 2 DIAMONDS, LLC (SPRINGFIELD)
  - A. 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 09/06/2024
  - C. Subsequent Action: NCP #2024-3908 (\$8400) issued 09/06/2024: request for reduction under review.
  - D. Resolution: PENDING

3. A & K DEVELOPMENT CO, PAC METAL FAB (JUNCTION CITY)
  - A. Violation: Failed to notify LRAPA prior to the construction of a new stationary source in accordance with LRAPA Rules and Regulations Section 34-010(1)(a); operating an air contaminant source which is listed in Section 37-8010 Table 1 without first obtaining and ACDP from LRAPA in accordance with LRAPA 37-0020(3).
  - B. Initial Action Taken: NON #3903 issued 05/30/2024
  - C. Subsequent Action: PENDING – documents submitted by 9/20/2024 under review
  - D. Resolution: PENDING
  
4. PETROCARD INC (GOSHEN) (GOSHEN)
  - A. Violation: The permittee failed to submit in a timely manner performance testing records to LRAPA which demonstrate compliance with vapor testing requirements outlined in permit conditions 5.1.a and 5.1.b. On 2/25/2022 the permittee was notified by LRAPA that they had exceeded the annual throughput threshold of 480,000 gallons of gasoline in 2019 and were therefore subject to the vapor recovery testing requirements outlined in the permit. On 4/8/2022 LRAPA was advised that vapor recovery testing could not be completed since the lines were manifolded and the issue was escalated to construction to isolate the lines. On 7/7/2022 LRAPA called and emailed the permittee requesting an update. On 8/2/2022 LRAPA called and emailed the permittee requesting an update. Permittee responded advising that they were still working to fix the issue. On 10/5/2022 LRAPA emailed the permittee requesting an update. On 10/26/2022 LRAPA called and emailed the permittee requesting an update.
  - B. Initial Action Taken: NON #3872 issued 11/03/2022
  - C. Subsequent Action: NCP #2022-3872 (\$3000) issued 12/08/2022: submitted the test results over 12-month late, therefore the request for reduction was not approved. No response to payment has been received, a default order judgment is in process for a lien on the property.
  - D. Resolution: PENDING
  
5. JOHN A. RANKIN AND STEVE FOWLKES (SPRINGFIELD)
  - A. Violation: 43-015(10)- ASBESTOS ABATEMENT NOTIFICATION REQUIREMENTS. Except as provided for in 43-015-8, written notification of any asbestos abatement project must be provided to the Agency on a form prepared by and available from the Agency, accompanied by the appropriate fee; 43-015(11)(C)- Enclose the area of the asbestos-containing materials to be abated, in a negative pressure enclosure prior to abatement unless prior approval has been granted by the agency; 43-015(11)(G)- The asbestos abatement project area shall be adequately cleaned at the conclusion of the project to assure removal of all asbestos debris; 43-015(11)(N)- Open storage or open accumulation of friable asbestos-containing material or asbestos containing waste material is prohibited; 43-015(11)(P)- No person shall conduct an asbestos abatement project unless they possess a current asbestos abatement Contractors license or worker's certification, issued by the Department under OAR 340-248-040 or OAR 340-248-0120 and OAR 340-248-0130, respectively, unless exempted by 43-015-8 and/or 43-015-9; 43-015(11)(S)- A certified supervisor is required to be present on each asbestos abatement project other than a small-scale short-duration activity; 43-015(11)(T)- An owner or operator of a facility shall not allow any persons other than those employees of the facility owner or operator who are appropriately certified or a licensed asbestos abatement contractor to perform an asbestos abatement project in or on that facility unless exempted by 43-015-8 or 43-015-9; 43-015-19(B)- Persons disposing of asbestos-containing waste material must notify the landfill operator of the

type and volume of the asbestos-containing waste material; 43-015(19)(B)(1)- All asbestos-containing waste materials must be adequately wetted to ensure that they remain wet until delivered to an authorized landfill, and either: (a) processed into non-friable pellets or other shapes; or (b) packaged in leak-tight containers such as two plastic bags with a minimum thickness of 6 mil., or fiber or metal drum. Containers must be labeled as follows: (i) the name of the asbestos waste generator and the location where the asbestos waste was generated; and (ii) a warning label that states: DANGER Contains Asbestos Fibers Avoid Creating Dust Cancer and Lung Disease Hazard Avoid Breathing Airborne Asbestos Fibers Alternatively, warning labels specified by 29 CFR 1926.1101(k)(7)(8/19/94) may be used; 43-105(19)(E)- All asbestos-containing waste material must be deposited as soon as possible by the waste generator at: (1) An asbestos-containing waste disposal site authorized by the Department and operated in accordance with the provisions of this rule;

- B. Initial Action Taken: NON #3877 issued 03/06/2023
- C. Subsequent Action: NCP #2023-3877 (\$10400) issued 03/06/2023: request for reduction approved and reduced to \$5,200 on 04/19/2023 with a payment schedule of \$400 per month and is on schedule with payments with a balance of \$400.
- D. Resolution: PENDING

6. KYLE MCLENNAN, BRUCE R MCLENNAN (VENETA)

- A. Violation: Failure to obtain an asbestos survey from an accredited asbestos inspector prior to conducting the demolition of a facility; Burning construction/demolition waste without first obtaining an LRAPA letter permit.
- B. Initial Action Taken: NON #3880 issued 04/11/2023
- C. Subsequent Action: NCP #2023-3880 (\$3,650) issued 04/11/2023; no response and no payment received; a default order judgment is in process for a lien on the property
- D. Resolution: PENDING

7. APRO LLC DBA UNITED PACIFIC ROCKET # (SPRINGFIELD)

- A. Violation: The permittee failed to submit performance testing records to LRAPA which demonstrate compliance with triennial vapor testing requirements outlined in permit conditions 5.0. Permittee last submitted testing results relative to conditions 5.1.a and 5.1.b on February 4th, 2020, and therefore is required to have testing conducted by February 4th, 2023. Condition 7.1.c of the permit requires notification of upcoming testing be submitted to LRAPA and condition 7.2 requires test results be submitted to LRAPA no later than 30 after testing has occurred.
- B. Initial Action Taken: NON #3886 issued 04/25/2023
- C. Subsequent Action: NCP #2023-3886 (\$2,250) issued 06/12/2023: no response and no payment received; a default order judgment is in process for a lien on the property
- D. Resolution: PENDING

8. SEALS, MARK (ELMIRA)

- A. Violation: Outdoor burning of prohibited materials (metal, plastic, rubber, etc.).
- B. Initial Action Taken: NON #3888 issued 06/13/2023
- C. Subsequent Action: NCP #2023-3888 (\$550) issued 07/31/2023: no response and no payment received; a default order judgment is in process for a lien on the property
- D. Resolution: PENDING

9. CARTER, LARRY; VERNON VENSON (SPRINGFIELD)
  - A. Violation: Allowing for the open burning of prohibited materials (pressure treated wood, railroad ties, plastics, clothing, drywall, metal, etc.)
  - B. Initial Action Taken: NON #3895 issued 12/14/2023
  - C. Subsequent Action: NCP #2023-3895 (\$550) issued 12/18/2023; no response and no payment received; a default order judgment is in process for a lien on the property
  - D. Resolution: PENDING
10. WOOLMAN, TIM (VENETA)
  - A. Violation: Allowing for the burning of prohibited materials (plastics).
  - B. Initial Action Taken: NON #3898 issued 03/01/2024
  - C. Subsequent Action: NCP #2024-3898 (\$850) issued 03/07/2024; no response and no payment received; a default order judgment is in process for a lien on the property
  - D. Resolution: PENDING
11. EMERALD PEOPLE'S UTILITY DISTRICT (EUGENE)
  - A. Violation: Submitted a partial 2023 annual report a 12-month rolling PSEL calculation spreadsheet which demonstrated that the facility emissions for PM2.5, CO and NOx were in excess of the permitted emission limits during the 12-month periods ending in September - December 2023 and in 2024.
  - B. Initial Action Taken: NON #3902 issued 06/06/2024
  - C. Subsequent Action: PENDING – reviewing additional documents submitted.
  - D. Resolution: PENDING
12. AURORA INNOVATIONS / HYDROFARM (EUGENE)
  - A. Violation: Failure to submit 2023 semi-annual report required by Condition #28 in their ACDP #200053. The 2023 semi-annual report was due February 15, 2024; failure to submit their 2023 ATEI report by July 1, 2024.
  - B. Initial Action Taken: NON #3910 issued 07/31/2024
  - C. Subsequent Action: Submitted reports are under review
  - D. Resolution: PENDING

**OUTDOOR BURNING LETTER PERMITS: 10/01/2024 TO 10/31/2024**

**There was no Outdoor Burning Letter Permit (OBLP) issued in October 2024.**

**ASBESTOS ABATEMENT: 10/01/2024 to 10/31/2024**

**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
<b>Total Asbestos Abatement Notices</b>	488	439	408	465	466	375
<b>School Asbestos Abatement Notices (NESHAP)</b>	16	25	20	16	17	18

<b>Number of Asbestos Abatements Inspected</b>	94	93	104	115	91	74
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\* Year-To-Date.

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

- Currently 15 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
<b>New</b>	1	2		3
<b>Renewals</b>	3	11		14
<b>Modifications</b>		1		2
<b>Constructions</b>				
<b>General TV</b>	1			1
<b>Registrations</b>				
<b>Terminated Permits</b>		7		7
<b>Total Issued Permits Year-to-date</b>	<b>7</b>	<b>42</b>		<b>49</b>

Permits placed on public notice:

Source Name	Reason for Public Notice	Type of Permit
Kingsford Mfg.	Renewal of Title V	Title V renewal. <b>Off public notice 11/18/2024</b>

Permits with public hearing notice:

Source Name	Reason for Public Hearing	Date of Public Hearing

Permit backlog:

Permit Type	Total Number of Permits by Type	Number of Permits Extended Administratively	Percentage of Total (%)
Title V	15	2	13%
Standard	26	4	15%
Simple	27	3	11%
<b>Total</b>	<b>68</b>	<b>9</b>	<b>13%</b>

**MEDIA INTEREST, EXTERNAL COORDINATION AND OUTREACH**

Date	Media	Person	Topic
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
06/04/2024	KXCR	Larry Bloomfield	Community Talk Radio
07/30/2024	KEPW	John Quetzalcoatl Murray	Short Mountain and EPUD PSEL exceedance
08/12/2024	KMTR	Gold Meadows	J.H. Baxter cleanup and LRAPA role in process.
09/18/2024	KMTR	Aaron Arellano	J.H. Baxter EPA visit w/ Casey Sixkiller and DEQ
09/27/2024	KEZI	News Staff	Delay starts to outdoor burning to 10/15
09/27/2024	KMTR	Zach Bruhl	Share \$1M award for EJG2G Grant for wildfire smoke mitigation & health study
09/27/2024	KMTR	News Staff	Delay starts to outdoor burning to 10/15
09/30/2024	KEZI	Aaron Arellano	Dely starts to outdoor burning and ongoing delays to start of burning season
10/3/2024	KLSR FOX	Angela Yamamoto	\$1M EJG2G award and work in Oakridge
10/6/2024	KMTR	Takur Conlu	Valley smoke due to fires & wind
10/9/2024	KEZI	Ryan Bonham	Outdoor Burning delayed to 11/1 Lane County
10/9/2024	KMTR	News Staff	Delay outdoor burning to 11/1
10/11/2024	KVAL	Dannie	AQI for weekend and Duck's game
10/11/2024	Eugene Weekly	Bentley Freeman	Questions on Hazeldell Quarry in Oakridge and AQI
10/11/2024	Oregon Journalism Group	Jeff Manning	Questions on wildfire smoke impacts from 2020 fires
10/11/2024	KMTR	News Staff	Kingsford public comment on Title V permit changes
10/18/2024	KMTR	News Staff	Correction on poor initial story and description of permit changes for Kingsford
10/21/2024	KEZI	News Staff	ODF Ended fire season and LRAPA opened outdoor burning 10/22

## PUBLIC EVENTS AND OUTREACH

### **Presentation to Eugene Rotary** (10/3 at Eugene Mission)

Matt Sorensen and Travis Knudsen provided Eugene Rotary a presentation covering the basics of LRAPA's scope of work and focused on wildfire and smoke impacts on our region. The meeting was well attended and there was a great deal of discussion during the Q&A section.

### **USD Clean Fuels- Beyond Toxic & ABC Bethel Community Meeting** (10/7 at Bethel Community Church)

Matt Sorensen and Permit Writer Beth Erikson attended this meeting to listen to the concerns of the residents in the area impacted by the proposed USD Clena Fuels transload site. There was nearly 80 people in attendance including Eugene Mayor Vinnis, Eugene Councilwoman Leech, Eugene Councilman Evans, as well as Register Guard, KEZI, and LCC Radio. The purpose of the meeting was educating attendees on the site, followed by discussing options to prevent the project advancing. Many in attendance wanted to know why the city ok'd the land use. It was decided that Beyond Toxics would challenge the City of Eugene's approval for the land use and



also mentioned potentially getting community members to attend a public hearing on the site, if LRAPA was to hold one, to try and stop the project getting a permit.

***Executive Director Visits w/ Elected Officials (10/17 to 11/1)***

Travis Knudsen along with Matt Sorensen met with the following elected officials in-person (except for one):

10/17- Lane County Commissioner Ryan Ceniga  
10/18- Lane County Commissioner Pat Farr  
10/23- Representative Julie Fahey (virtual)  
10/24- Lane County Commissioner Heather Buch  
10/28- Lane County Commissioner Laurie Trieger  
11/1- Senator James Manning  
11/1- Rep. John Lively  
11/1- Rep. Nancy Nathanson

At each meeting Travis shared LRAPA's role in Lane County and then dialogued with each official based on their interest. Each official was reminded that LRAPA is ready to provide answers and support to them and their constituents as the need arises. Actions resulting from meetings included, LRAPA helping Commissioner Ceniga by contacting ODF to inquire about ending the fire season before 11/1 to allow for outdoor burning in Lane County. LRAPA also provided a letter of support to Rep. Nathanson for a grant application she is working on to get funds for a layover facility for locomotives in Eugene.

***City of Cottage Grove Partnership Development (10/23)***

Matt Sorensen visited with Cottage Grove City Manager, Mike Sauerwein, and other city leadership to discuss avenues to assist Cottage Grove and its citizens. Matt also left materials on outdoor burning and business cards that direct people to contact LRAPA for our many services.

***USD Clean Fuels- City of Eugene Recalls Land Use Approval (10/25)***

Due to advocacy by Beyond Toxic and the large turnout to their meeting, the City of Eugene recalled the LUCS for the USD Clean Fuels site and has up to 3 months to reconsider their decision.

***Lane County's Community Wildfire Protection Plan CWPP (10/29)***

Matt Sorensen attended the first meeting for Lane County's development of a new Community Wildfire Protection Plan. The county wide scope of the project includes updating evacuation plans, updating the Wildfire Urban Interface (WUI) plan, adjusting building plans in the WUI, and considering the Environmental and Public Health Impacts of wildfires. LRAPA has agreed to join the committee working on the Environmental and Public Health Impacts.

**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 September 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.

- LRAPA is implementing the EJG2G grant expanding the Oakridge Air program to include wildfire mitigation efforts.
  - o LRAPA has executed subaward agreements under this grant with South Willamette Solutions (SWS), and Lane County Public Health (LCPH).
  - o LRAPA has prepared a RFP for contracted work under the grant, currently SWS is reviewing the Request for Proposal (RFP) for suggested changes before LRAPA will move forward with the publishing RFP.
  - o The Oregon Health Authority and LCPH are working to secure datasets for the health and morbidity study under this grant agreement.

## **2. Internal Efficiency Enhancement**

Objective: Streamline internal processes and policies for improved efficiency.

- LRAPA has fully established its operations at the Lane County Public Service Building. Staff are splitting time between working from home and working at the Lane County Public Service Building.
- LRAPA's Administrative Manager has been hired who will bring a helpful skillset of business management and workflow organization to improve internal functions across the agency which will help LRAPA better service the community.
  - o Rachelle Nicolas was hired for this role and brings experience in regulatory compliance and enforcement from her 18-year tenure with the City of Eugene, where she notably established the City's rental housing code program from the ground up and served as Inspection Services Manager overseeing building inspections, code compliance, and business licensing programs. Her background in code enforcement and regulatory oversight, combined with her proven track record in managing diverse teams and implementing new programs, provides her with a strong foundation for understanding the complexities of environmental regulations and the importance of consistent, fair enforcement practices that will serve LRAPA's mission well.

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

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

- LRAPA is engaged in the Audit of FY'24. Auditors have been onsite since the first week of November and the Audit is fully underway.
- The FY24 audit timeline has been extended from December 31, 2024, to March 31, 2025, with approval from the Oregon Secretary of State. This extension was necessary due to several compounding factors: the implementation of a new accounting system during FY24, turnover in executive and finance leadership, and the temporary relocation of administrative offices in early FY25. Reconciliation challenges between the old and new systems have been particularly significant, especially given the departure of key personnel who led the system implementation.
- These combined circumstances have impacted our standard audit preparation process.

## **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.
- Annual invoicing of fees to LRAPA's permitted sources was successful on October 1. Fees are due December 1.

## **5. Website Redesign**

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

- The website continues to be updated to accurately reflect current operations at the Organization, such as updates to the staff directory to reflect new hires.
- Facility Specific Cleaner Air Oregon webpages are in progress of being updated for existing sources and created for new sources.

## **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 collaborating with the Pacific Northwest International Section of the Air & Waste Management Association to plan the 2024 PNWIS conference at the Graduate Hotel in Eugene this November, enhancing industry relationships.

## **7. Collaboration and Partnerships**

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

- LRAPA participated in several regional collaborative groups and committee meetings in September. 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.

## **9. Airmetrics Enterprise Evaluation**

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

- Following the board's decision in late 2023, Airmetrics has ceased all operations. LRAPA provided a 30-day notice to terminate the lease on the Airmetrics warehouse space, which concludes on July 24, 2024. LRAPA has fully vacated the space and removed all references to Airmetrics from its website in early June 2024.

## **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 in early 2024. With

multiple new staff joining the organization, LRAPA is convening training on complaint intake processes to maintain effectiveness and productivity.

## **11. Regulatory Engagement**

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

- LRAPA staff engaged with the Board to discuss the annual fee increases for Air Contaminant Discharge Permit (ACDP) and Asbestos Notification fees. The Board was provided with detailed information on the fee structure, the essential work supported by these fees, and considerations for potential adjustments.
- LRAPA successfully implemented the annual 4% fee increases for ACDP and Asbestos Notification fees, as well as a 3% increase for Cleaner Air Oregon (CAO) fees, effective July 1, 2024, ensuring the agency's ability to continue its critical air quality work and adapt to emerging challenges.
- LRAPA is implementing a state-mandated fee increase for Gasoline Dispensing Facilities, raising the annual fee from \$201 to \$605 and the Cleaner Air Oregon annual fee from \$52 to \$156, effective in 2025, to support more stringent air quality regulations. This fee adjustment reflects the reclassification of Gasoline Dispensing Facilities from ACDP Fee Class 5 to Fee Class 4 by the Oregon Department of Environmental Quality, necessitating additional regulatory oversight and work to further reduce air pollution from gasoline vapors.

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

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

- Following a Permit Writer's departure in October, LRAPA is strategically evaluating this vacant position before recruitment. The organization is considering restructuring the role to potentially include smoke management responsibilities and technical services support. This approach would both address operational needs and create succession planning opportunities through enhanced understanding of the position's duties.

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

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

### **December 2024 – No Meeting**

### **January 2025**

- Approve FY 26 Partner Dues
- Review upcoming appointments on Board and Committees
- Oakridge Air Status Report
- Handbook Update
- Board Goals Work Session
- Remodel Update

### **February 2025**

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

### **March 2025**

- First Budget meeting proposed budget FY 25-26
- Board Review of annual fee increases set by rule
- Remodel Update

### **April 2025**

- Second Budget meeting proposed budget FY 25-26, approve budget

### **May 2025**

- Public Hearing and adoption of approved budget for FY 25-26