

**East Whatcom Community Council Clean Air Committee**  
**Meeting summary**  
**March 19, 2014**

**Members Present:** Rebecca Brown, Phil Cloward, Jerry DeBruin, Wain Harrison, David Moe, Julie O'Shaughnessy, Lou Piotrowski, Mark Schofield

1. **Introductions** – None needed.
2. **Approval of Feb. 19 2014, meeting summary** – Phil moved to approve the meeting summary. Dave seconded. The meeting summary was unanimously approved.
3. **Open public comment** – None
4. **Additions/changes to the agenda** – None

5. **Stakeholder list**

Lou said that he met with Charlie Burleigh, Mt. Baker School District Superintendent, who supported committee participation by the school nurse (name unknown at time of the meeting). The nurse was unable to attend today's meeting because of short notice, but will be here next time. Mark stated that he provided Katie with a list of 5 retailers for the "heating system retailers" (line 30), in an effort to finalize the list. Mark also pointed out a necessary correction of Wade "Gardner" versus "Harrison" on "OppCo" (line 4). Group members agreed that with the following changes and inclusions above, the contact list is considered final.

**Action item (completed):** Katie to incorporate information Mark provided and make edit on line 4 and incorporate and finalize list – **Katie**

6. **Review, finalize stakeholder invitation letter - All**

Lou presented a third draft version of the invitation letter that the committee jointly reviewed. The draft intended to capture and incorporate previous comments and the overall tone of Katie's letter. Mark recommended providing a greater level of detail in what it is that we want from the stakeholder and referenced the language Katie used in her letter. Julie agreed. Lou heard the feedback and said that it might be more appropriated to develop a "tiered" letter approach for each specific level of stakeholders. Jerry commented that he like the wording "help us on this endeavor...."

**Action item:** Lou to revise 3<sup>rd</sup> draft to incorporate edits and suggestions and work with Katie to finalize. – **Lou and Katie**

## **7. Continue discussing strategic plan – necessary elements, benchmarks and timelines**

Phil reiterated the need for a strategic plan that addresses higher level concerns, goals and visions. Our previous brainstorm session notes should provide information that will be helpful in developing the strategic plan. The group recalled five main areas to include in the plan; clean air, job creation, utilization of readily available resources (biomass), education and outreach, and involvement of stakeholders at the appropriate time.

Lou proposed that he and Phil form a subcommittee outside of this group to work on the plan. They asked Wain if he would be able to participate. Wain said that due to time constraints, he would be unable to participate in person, but would be happy to provide written feedback. Mark and Julie (NWCAA) also agreed to provide written feedback.

Phil noted that the national farm bill passed in Congress which has allocated money to conservation districts in the area of biomass. Phil offered to contact neighboring entities (forest service, conservation districts, etc.) to see what programs and/or resources may be available to help in the biomass management effort as it relates to the CAC efforts.

**Action items:** For future purposes, this agenda item will be moved to the "committee member reports" where Lou & Phil will provide updates – **Katie.**

**(Completed)** Compile and provide Lou and Phil with a summary of the brainstorm session notes – **Katie.**

Make contact with neighbors to investigate funding/programs that support CAC biomass management efforts - **Phil**

## **8. Committee member reports**

1. March 25 presentation to Whatcom County Council Natural Resources Committee – **Wain** (Item 10.2.)

Wain confirmed that the CAC is on the agenda for the March 25 meeting and has 20-30 minutes for the presentation. Lou recommended using the same format used at the NWCAA Board of Directors meeting. In addition, all CAC members recommended and agreed that a NWCAA staff member also attend to provide background information and initial involvement in the area (air issues, measurements, etc.).

Committee members requested that NWCAA staff reach out to Rud Browne and Ken Mann to inform them of the presentation and encourage their attendance.

Phil discussed bringing up the need to get the 40-acre light industrial area included in the urban growth area comprehensive plan, approved. Currently, it is in the plan as recommended.

**Action items (Completed):** NWCAA outreach to Browne and Mann regarding the meeting – **Julie.**

**(Completed)** NWCAA staff member to attend meeting – **Katie.**

2. Summary of recent community outreach visit – **Rebecca** (Item 9.1.)

**The group agreed to continue the outreach check-in at the next meeting.**

3. Evaluation tools, planning – **Lou**

Lou would like a summary/feedback on recent outreach efforts to help evaluate the effectiveness of our efforts. The summary should include the fire district questionnaire, notes Rebecca took at the Columbia Valley resource event and air quality data. Lou is committed to actions that have an actual impact and hopes a positive trend emerges from the data. If not, then we will need to re-evaluate our approach. Wain said that it may take more than one year and that the evaluation needs to be looked at over a period of time. Lou concurred. Phil said that, although not easily measured, public opinion has improved. The committee acknowledged the need and commitment to outreach efforts next year. Rebecca, Jerry and Lou expressed the need for education and recommended that we start earlier next year (early fall). Rebecca recommended bringing Ziggy back to do a presentation.

**Action item:** Ensure that this agenda item is addressed at next month's meeting – **All**

4. Air quality sign – **Julie** (Item 10.1.)

Jerry provided sign letters as requested by Katie and inquired about the sign status. Julie said that the sign has not yet been sent to the printer and that NWCAA will be meeting internally to discuss the design to ensure its meaningfulness and effectiveness while balancing the need for consistency as it relates to the scale.

**Action items (Completed):** NWCAA to finalize design and send to printer – **Katie and Julie.**

Coordinate the installation of the sign – **Jerry**

**The committee agreed to carry the remaining agenda items forward to the next meeting:**

## **9. Winter outreach check-in, update**

1. Summary of recent community outreach visit – **Rebecca**
2. Evaluation tools, planning - **Lou**

## **10. Action item follow-up:**

1. Air quality sign – **Katie**
2. Discuss March 25 presentation to Whatcom County Council Natural Resources Committee – **Wain, all**

3. Clean Air Committee members will think about what to ask for from the NWCAA Board, and how best to ask for it – **All**
4. Contact Friends of the Foothills – **Katie (has not been completed)**

**11. Upcoming meetings, 4:30 – 6 p.m., East Whatcom Regional Resource Center:**

	June 18	Sept. 17	Dec. 17
April 16	July 16	Oct. 15	
May 21	Aug. 20	Nov. 19	

**Lou adjourned the meeting at 6:20 p.m.**