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## **BOARD MEETING MINUTES**

The meeting of the Board of Directors of the Northwest Clean Air Agency was held at 1:30 p.m. Thursday, Dec. 8, 2016, at 1600 S. 2nd St., Mount Vernon, Wash.

### **MEMBERS PRESENT:**

Skagit County	Joe Lindquist
Island County	
Whatcom County	Brian Heinrich Carl Weimer
Member-At-Large	Terry Nyman

### **MEMBERS ABSENT:**

Jim Campbell  
Richard Hannold  
Ron Wesen

### **ALSO PRESENT:**

NWCAA staff members	Mark Buford, Therese Holm, Toby Mahar, Agata McIntyre, Seth Preston, and Laurie Caskey-Schreiber
Legal counsel	Loch Clark
Advisory Council	Rebecca Spurling

### **CALL TO ORDER**

Board of Directors Vice Chairman Joe Lindquist called the meeting to order at 1:30 p.m.

### **APPROVAL OF PRIOR BOARD MEETING MINUTES**

On a motion by Carl Weimer, seconded by Terry Nyman, the minutes for the Nov. 10, 2016, meeting were approved 4-0.

## **NEW BUSINESS**

### **Advisory Council Retreat – Mark Buford**

NWCAA Deputy Director Mark Buford announced that NWCAA has scheduled a half-day Advisory Council retreat for Thursday, Jan. 12, 2017. Chairman Rick Hannold has agreed to attend this meeting on behalf of the Board.

Buford hopes to work with the group to re-establish and revision their role and responsibility at the NWCAA. Prior to the Board meeting, Buford sent out the following questions for board members to consider:

- What do you see as the current function of the Advisory Council?
- What would you change?
- If the Advisory Council were extraordinarily successful, what would they be doing?

Nyman expressed his appreciation for the work that the Advisory Council has done in the past with providing feedback on the greenhouse gas mitigation projects.

Nyman and Weimer value the council members serving as a local connection with communities that they are connected to. Weimer recommended considering term limits for the group. Lindquist supports the Advisory Council's input during the budget process and he values their technical expertise when it comes to the agency's rulemaking.

Brian Heinrich wonders if anything needs to be changed, as the group appears to be functioning well. Heinrich would like the group to review any new initiatives that may arise in the coming years, and have the council assess them and provide feedback to the Board.

Nyman also stated that he welcomes direct relationships with the Advisory Council members, and he appreciates it when they take the time to speak directly to the Board. Lindquist mentioned that he would be in favor of an annual joint Council and Board meeting.

## **ACTION ITEMS**

### **Bills and claims**

Board members discussed the bills and claims report for November 2016 (totaling \$344,651.80). Heinrich made a motion to approve the November 2016 bills and claims. Weimer seconded the motion, and the Board approved the bills and claims 4-0.

## **STAFF REPORTS**

### **Deputy Director's report – Mark Buford**

Buford reported to the Board on the following matters:

- Buford recently attended a conference, hosted by the New England states' Clean Air Agencies, about residential woodsmoke.

In the Northeast region, residential wood smoke is a huge contributor to air quality problems. In the state of New York, this issue is a larger pollution problem than the state's entire transportation sector. Many agencies struggle with doing the proper outreach to bring about changes in residential burning practices.

- Earlier in the week, Buford attended the Washington State Air Quality Managers' meeting. While there they discussed the U.S. Environmental Protection Agency's (EPA's) plans to implement the state and local air grant reallocation formula, which was developed a few years ago. The reallocation program reduces funding to EPA's Region 10 (which includes Washington).

It is expected this will result in a 2.5 percent reduction each year, which will occur every year for the next ten years— significantly reducing the EPA grant. The EPA has plans to shift resource dollars to areas where they are experiencing significant air quality problems, such as some of the areas in the Southeast that are in non-attainment.

The group also heard from the U.S. Forest Service staff about coordinating the messaging for the prescribed fires that they will manage next year to reduce wildfire risks.

- Buford acknowledged that this would be Finance Director Therese Holm's last board meeting before retirement. Buford thanked Holm for her outstanding work in making the NWCAA budget information very transparent and for her years of clean audits. Buford also expressed his appreciation for Holm's positive contributions in assisting with the management of the agency.

The new finance director, Alicia Huschka, will start January 3, 2017. Holm will work with Huschka through January and be on leave for February.

#### **New source review and air operating permit update – Agata McIntyre**

NWCAA Engineering Manager Agata McIntyre reported on the November 2016 construction permit (new source review) activity.

The agency received four applications for construction permits and issued three construction permits.

One of the construction permits that the agency received was from GEM Mobile Treatment Services. GEM will operate eight mobile vapor combustors to control vapors from refinery equipment when equipment is degassed for maintenance. The combustors will reduce the release of volatile organic compounds (VOCs) and decrease the associated odors.

#### **Enforcement update – Toby Mahar**

NWCAA Compliance Manager Toby Mahar reported on November enforcement.

Mahar reported that they issued two new Notices of Violation and settled on three penalties for outdoor burning violations (most of these were referral cases from the fire marshals in Whatcom and Skagit counties).

On Dec. 8, the Agency received the \$133,000 penalty payment from Shell Puget Sound Refinery for the release of un-combusted odorous and toxic compounds on 2/20/15 (case number 4179).


**ADJOURNMENT**

There being no further business to consider, the meeting adjourned at 2:10 p.m.

**CERTIFICATION**

I hereby certify this is a true and correct copy of the minutes of the meeting of the NWCAA Board of Directors held on Dec. 8, 2016, in Mount Vernon, Washington.

ATTEST:

  
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Terry Nyman, Secretary  
NWCAA Board of Directors

  
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Joe Lindquist, Chair  
NWCAA Board of Directors

DATED: February 9, 2017