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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, March 8, 2018, at 1600 S. 2nd St., Mount Vernon, Wash.

### **MEMBERS PRESENT:**

Skagit County	Joe Lindquist
Island County	Richard Hannold Bob Severns
Whatcom County	Brian Heinrich
Member-At-Large	Terry Nyman

### **ABSENT:**

Satpal Sidhu  
Ron Wesen

### **ALSO PRESENT:**

NWCAA staff members	Rebecca Brown, Mark Buford, Alicia Huschka, Toby Mahar, Agata McIntyre, Seth Preston, Bob Uhrich, and Laurie Caskey-Schreiber
Legal counsel	Lisa Keeler for Loch Clark
Advisory Council	Polly Dubbel

### **CALL TO ORDER**

Board of Directors Chairman Brian Heinrich called the meeting to order at 1:34 p.m.

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

On a motion by Rick Hannold, seconded by Joe Lindquist, the minutes for the Feb. 8, 2018, meeting were approved 4-0 (*Terry Nyman abstained from the vote*).

## **PRESENTATION**

### **Partners for Clean Air award – Bob Uhrich**

NWCAA air quality inspector Bob Uhrich presented the agency's annual Partners for Clean Air Platinum award to Hexcel. The company's Environmental Health and Safety Manager Tim Weyer, accepted the award on behalf of Hexcel. Weyer stated, "The company prides itself on taking that extra step to mitigate environmental impacts."

Hexcel has 23 plants around the world. The Burlington plant, which opened in 1990, continues to grow and expects to have about 350 workers in the next few months. Hexcel is the leading supplier of carbon fiber, honeycomb and other composite materials for the commercial aerospace industry. Their products are used by customers to save weight, which reduces fuel consumption and helps to reduce carbon emissions.

Uhrich noted some of the innovative practices that Hexcel is using to save energy:

- Hexcel tracks greenhouse gas emissions and has active programs in place to reduce its carbon footprint. Hexcel developed an employee task force, the Energy Tigers program, within the Hexcel supply chain group that develops plans to significantly reduce Hexcel's energy use and overall costs. They created an online "toolbox" for plant managers and others to share their ideas and successes in improving energy efficiency.
- They invest in the latest available technology to help reduce and control emissions. None of the dust generated by their cutting processes goes outside.
- The plant converted all its warehouse lights to boost energy efficiency.

Board members congratulated Hexcel for their efforts to reduce air pollution. This year the agency awarded eight Gold and 39 Silver awards to businesses in its three-county jurisdiction.

## **ACTION ITEMS**

### **Resolution 560 – Authorizing the Director to negotiate a contract to fund SERP equipment**

NWCAA Executive Director Mark Buford introduced the resolution to authorize the Agency to negotiate and execute a contract with the Specialized Emergency Response Program (SERP) to transfer \$135,250 from the Cumulative Reserve Fund for use in purchasing monitoring equipment for this program.

Buford stated that this is a good project that he believes will assist the Agency in protecting the public's health.

Motion to approve Resolution 560 was made by Lindquist, seconded by Hannold, and approved 5-0.

### **Bills and claims**

Board members discussed the bills and claims reports for February 2018 (totaling \$354,015.12). Hannold made a motion to approve the February 2018 bills and claims. Bob Severns seconded the motion, and the Board approved the bills and claims 5-0.

**STAFF REPORTS****Executive Director's report – Mark Buford**

Buford reported to the Board on the following matters:

- Buford recently met with the Advisory Council and presented the fiscal year (FY) 2019 draft budget for their consideration. The Advisory Council members present voted to recommend their approval of the proposed FY 19 budget, with no recommendations for any changes.
- On April 12, 2018, at 12:30 p.m. (before the board meeting), the Finance Committee (Heinrich, Nyman, and Wesen), will meet with Buford and NWCAA Chief Financial Officer Alicia Huschka to review the draft budget for FY 19.
- Danielle Overstreet started working part-time for the Agency earlier this month. Overstreet will work on a three-year term, updating the Agency's database.
- Buford is concerned that the new philosophy at the U.S. Environmental Protection Agency (EPA) is to shift work back to the States and local air agencies with limited guidance and with no additional funding.

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

NWCAA Engineering Manager Agata McIntyre reported on the February 2018 construction permit (new source review) activity.

In February the agency received one application for construction permits and issued five construction permits.

McIntyre stated one of the permits issued was for Safe Harbor Funeral Services, which revised their permit to increase the number of cremations to 2,822 cases per year. This number is very specific due to the limits that are imposed by the air toxics rules. These rules are in place to avoid creating toxic hot spots.

**Enforcement update – Toby Mahar**

NWCAA Compliance Manager Toby Mahar, reported that the new registered source billing went out at the end of February and the Agency received about a dozen phone calls in response to the new billing formula. Overall the new registered source fee implementation went smoothly, probably due to the extensive outreach that occurred beforehand.

Mahar has sent a draft proposal to the Advisory Council to gain their feedback on the changes that are being proposed for establishing new rules for spray coaters and gas stations. The Board will see these proposals, along with some proposed rules for Public Records, during the June or August Board meetings.

Mahar reported that in February, the Agency received several complaints about an agricultural burn that took place near the Mount Vernon urban growth area. Because of this location, the Agency is reviewing all possible options for disposal of the material.

**ADJOURNMENT**

There being no further business to consider, the meeting adjourned at 2:00 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 March 8, 2018, in Mount Vernon, Washington.

ATTEST:   
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Terry Nyman, Secretary  
NWCAA Board of Directors

  
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Brian Heinrich, Chair  
NWCAA Board of Directors

DATED: April 12, 2018