



AGENDA

**LANE REGIONAL AIR PROTECTION AGENCY
CITIZENS ADVISORY COMMITTEE MEETING
TUESDAY MAY 28, 2024
12:00 P.M.**

Virtual Participation

By Video: <https://us02web.zoom.us/j/88502781432>
By Audio: +1 253 215 8782
Meeting ID: 885 0278 1432

In-Person Participation

LRAPA
1010 Main Street
Springfield, OR 97477

[Note: Start times for agenda items are approximate.]

- 1. 12:00 Call to Order/Agenda Review**
- 2. 12:00 Public Participation**
- 3. 12:05 Board Meeting Overview**
- 4. 12:10 Interview Questions – Final Approval**
- 5. 12:20 Board Goals Assessment**
- 6. 12:50 Roundtable**
- 7. 1:00 Adjournment**

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**CITIZENS ADVISORY COMMITTEE
MEETING MINUTES
MAY 28, 2024**

MEETING VIA ZOOM/ LRAPA BUILDING, SPRINGFIELD OREGON

ATTENDANCE

COMMITTEE PRESENT:	LRAPA STAFF PRESENT:
Chair Jim Daniels	Travis Knudsen, Executive Director
Vice-Chair Kelly Wood	Heather Gravelle, Administrative Assistant
Evelina Davidova-Kamis	
Peter Dragovich	
Paul Metzler	
Chris Cline	
Teresa Roark	
Ben Larson	
COMMITTEE ABSENT/EXCUSED:	OTHER'S PRESENT:
Peter Dragovich	John Quetzalcoatl-Murray
Mysti Frost	

AGENDA

ACTION

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REGULAR MEETING	
1. Call to Order/Agenda Review.	Chair Jim Daniels called the regular meeting to order at noon.
2. Public Participation.	None.
3. Board Meeting Overview.	Chair Daniels and Mr. Knudsen provided an overview of the May 9, 2024 Board and Budget meetings.
4. Interview Questions – Final Approval.	Chair Daniels asked if anyone had any other comments on the interview questions, and they did not. The consensus of the Committee was to proceed with interview questions 3, 6, 7, 9, 10, 11, and 13.
5. Board Goals Assessment.	Mr. Knudsen referred to the staff report he had provided and explained that the LRAPA Board of Directors has

	<p>requested the Citizens Advisory Committee's input as they are preparing to review and update the agency's strategic goals during an upcoming work session.</p> <p>Discussion followed and Mr. Knudsen emphasized the value of the CAC's insights and proposed that the committee compile a list of pertinent points for the Board to contemplate. Mr. Knudsen would present these refined objectives to the Board, ensuring that the CAC's recommendations are reviewed during the strategic planning process.</p> <p>Chair Daniels questioned the schedule for the Board goal review and Mr. Knudsen confirmed that the Board would be convening a work session to assess the goals during their September Board meeting. Chair Daniels responded that this item would be the primary focus of the June CAC meeting.</p>
<p>6. Roundtable.</p>	<p>Evelina Davidova-Kamis asked how LRAPA advertised the Home Wood Heating program. Mr. Knudsen detailed that program details are displayed on the public website, with a significant portion of direct outreach efforts concentrated in the Oakridge area. He added that initiating a more comprehensive outreach campaign in Eugene-Springfield would be a judicious endeavor.</p> <p>Ben Larson raised a question about the upcoming wildfire season and sought clarification on LRAPA's regulatory boundaries in this context. Chair Daniels acknowledged that topic would be a part of the strategic discussions during the Board goals review at the June CAC meeting.</p> <p>Chris Cline mentioned that preparations for the fire season are underway. He noted that discussions with local districts about a potential early burn ban haven't occurred yet, but as it stands, June 15 is still set as the cutoff date for open burning.</p> <p>Paul Metzler raised a question about the effectiveness of fee increases in achieving community attainment. Mr. Knudsen clarified that the fee adjustments were made in line with state guidelines, aiming to ensure the stability of Title V funds for both DEQ and LRAPA. He emphasized the importance of these funds, noting that without them, there's a risk of losing the authority to administer the Title V program.</p>



**LANE REGIONAL AIR PROTECTION AGENCY
MEMORANDUM**

To: Chair Jim Daniels, and CAC Members

From: Travis Knudsen, Executive Director

Date: May 28, 2024

Subject: Board Request for Input on Strategic Goals

STAFF REPORT

ISSUE STATEMENT

The LRAPA Board of Directors has requested the Citizens Advisory Committee's input and insights as they prepare to review and update the agency's strategic goals during an upcoming work session. The CAC's unique perspectives and deep understanding of the community's needs are invaluable in shaping LRAPA's priorities and ensuring that our efforts are aligned with the best interests of those we serve.

BACKGROUND INFORMATION

In January 2022, the Board established the following goals to drive LRAPA's efforts in protecting public health, community well-being, and the environment.

- 1. Oakridge/Westfir Air Quality Improvement**
Objective: Seek EPA approval to improve air quality in Oakridge/Westfir.
- 2. Internal Efficiency Enhancement**
Objective: Streamline internal processes and policies for improved efficiency.
- 3. Pre-Budget Planning**
Objective: Plan ahead for budget committee meetings to ensure financial stability.
- 4. Financial Stability Assessment**
Objective: Evaluate LRAPA's costs and explore funding sources for long-term stability.
- 5. Website Redesign**
Objective: Improve LRAPA's website for better user access to air quality information.
- 6. Community Engagement**
Objective: Increase interaction with communities to raise air quality awareness.
- 7. Collaboration and Partnerships**
Objective: Strengthen relationships with local communities and industry for problem-solving.
- 8. Funding Source Diversification**
Objective: Seek new funding opportunities to support air quality programs.
- 9. Airmetrics Enterprise Evaluation**
Objective: Assess the effectiveness of Airmetrics in monitoring air quality.



10. Complaint Intake Process Improvement

Objective: Enhance the process for receiving and responding to air quality complaints.

11. Regulatory Engagement

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

12. Succession Planning and Staff Training

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

GOING FORWARD

As the CAC reviews the existing Board goals, it is important to note that while some goals have been achieved, others remain ongoing and relevant. Additionally, there may be opportunities to establish new goals that address emerging challenges and priorities in our region. As the CAC considers potential updates and changes to these goals, we encourage reflection on the following.

- **Emerging air quality challenges and opportunities in our region**
 - Are there new issues or trends that should be prioritized in LRAPA's goals, such as helping communities avoid exposure to wildfire smoke?
- **Community feedback and concerns**
 - What are the most pressing air quality-related issues facing the communities we serve, and how can LRAPA's goals better address these concerns?
- **Equity and environmental justice**
 - How can LRAPA's goals be refined to ensure that our efforts are inclusive, equitable, and focused on protecting the most vulnerable populations? Should LRAPA pursue grant opportunities to advance equity and environmental justice?
- **Technological advancements and innovation**
 - Are there new technologies, tools, or best practices that LRAPA should consider incorporating into its goals to enhance our effectiveness and efficiency?
- **Collaboration and partnerships**
 - Are there additional opportunities for LRAPA to strengthen its relationships with local governments, community organizations, businesses, and other stakeholders to achieve our shared air quality objectives?
- **Long-term sustainability and resilience**
 - How can LRAPA's goals be designed to promote the long-term sustainability of our programs, resources, and impact in the face of evolving challenges and uncertainties?

STAFF RECOMMENDATION

Staff recommends that the Citizens Advisory Committee:

1. Review the existing Board goals and identify:
 - a. Goals that should be kept because they are still relevant and important.
 - b. Goals that should be removed because they have been achieved are no longer relevant, or do not align with current priorities.



2. Suggest new goals for the Board to consider. These new goals might address:
 - a. Emerging air quality challenges and opportunities in our region.
 - b. The most pressing air quality-related issues facing the communities we serve.
 - c. Opportunities to enhance equity, environmental justice, and the protection of vulnerable populations.
 - d. The incorporation of new technologies, tools, or best practices to improve LRAPA's effectiveness and efficiency.
 - e. Strategies to strengthen collaborations and partnerships with local governments, community organizations, businesses, and other stakeholders.
 - f. Ways to promote the long-term sustainability and resilience of LRAPA's programs and resources.
3. Provide a brief rationale for each goal that is recommended to be kept, removed, or added, explaining how it aligns with LRAPA's mission and the current needs of our community.
4. Submit the CAC's input by July 30, 2024 to be compiled and presented to the Board for their consideration during the upcoming work session.

By following this approach, the CAC can provide valuable input to the Board by identifying goals that remain relevant, suggesting the removal of goals that no longer align with current priorities, and proposing new goals that address emerging challenges and opportunities. This structured feedback will help the Board make informed decisions as they update LRAPA's strategic goals.

	<p>Vice-Chair Wood emphasized the importance of proactive measures in wildfire management, coining the phrase ‘an ounce of prevention is worth a pound of cure.’ She suggested that future discussions should explore ways to enhance outreach and community involvement in prevention efforts, noting that it would be a valuable topic of conversation.</p> <p>Teresa Roark shared that she had an upcoming meeting with Mr. Knudsen to discuss a partnership with the Lane County Council of Governments Youth Advisory Council. The focus of their meeting will be on strategies to promote the installation of purple air monitors in schools.</p>
7. Adjournment.	<p>Chair Daniels adjourned the Committee meeting at 1:02 p.m.</p>

(Minutes recorded by Heather Gravelle)

CAC Interview Questions
Revised 4/30/2024

1. What do you think is the most important role of an advisory committee?
2. How would you define the role of an advisory committee member and what value can they bring to a committee?
3. Why do you want to become a member of the committee?
4. What makes you a good candidate (e.g., experiences, strengths, trainings, etc.) for the committee?
5. How would you handle disagreements with other members of the advisory committee?
6. How well do you understand LRAPAs rules and programs?
7. What would you do if you disagreed with LRAPA's current implementation of regulations?
8. Are you currently serving on any advisory boards or committees? If yes, which ones?
9. If applicable, what challenges have you faced while serving on a committee before?
10. When reviewing LRAPA performance, what metrics do you find the most useful?
11. LRAPA would like to improve stakeholder engagement. What tactics would you use to improve stakeholder engagement levels?
12. Which industries do you have the most experience working in?
13. How do you stay up to date with the latest regulations in air quality?

14.How do you ensure that the advice you provide is unbiased and objective?

15.How do you ensure that the advice you provide is aligned with LRAPA's rules and programs?

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