



AGENDA

LANE REGIONAL AIR PROTECTION AGENCY
BUDGET COMMITTEE MEETING
MONTHLY BOARD OF DIRECTORS MEETING
THURSDAY APRIL 11, 2024
11:00 A.M.

Virtual Participation

By Video: <https://us02web.zoom.us/j/82551664224>

By Audio: +1 253 215 8782

Meeting ID: 825 5166 4224

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

In-Person Participation

Jesse Maine Meeting Room

Springfield City Hall

225 5th Street

Springfield, OR 97477

BUDGET COMMITTEE MEETING

- | | |
|--|------------|
| 1. Call to Order (11:00 a.m.) | |
| 2. Approval of March 14, 2024 Budget Committee Minutes (11:05 a.m.) | Action |
| 3. Proposed Budget Presentation (11:10 a.m.) | Discussion |
| 4. Q & A (11:25 a.m.) | Discussion |
| 5. Consideration of Approval of Budget Document (11:50 a.m.) | Action |
| 6. Adjournment of LRAPA Budget Committee Meeting (12:00 p.m.) | |

We endeavor to provide public accessibility to LRAPA services, programs, and activities for people with disabilities. People needing special accommodations to participate in LRAPA public hearings such as assistive listening devices or accessible formats such as large print, Braille, electronic documents, or audio tapes, should please contact the LRAPA office as soon as possible, but preferably at least 72 hours in advance. For people requiring language interpretation services, including qualified ASL interpretation, please contact the LRAPA office as soon as possible, but preferably at least 5 business days in advance so that LRAPA can provide the most comprehensive interpretation services available. Please contact the LRAPA Nondiscrimination Coordinator at accessibility@lrapa.org or by calling the LRAPA office at 541-736-1056.

Nos esforzamos por proporcionar accesibilidad pública a los servicios, programas y actividades de LRAPA para personas con discapacidades. Las personas que necesiten adaptaciones especiales, como dispositivos de asistencia auditiva, formatos accesibles como letra grande, Braille, documentos electrónicos o cintas de audio, deben comunicarse con la oficina de LRAPA con al menos 72 horas de anticipación. Para las personas que requieren servicios de interpretación de idiomas, incluyendo la interpretación calificada de ASL, comuníquese con la oficina de LRAPA al menos con 5 días laborables de anticipación para que LRAPA pueda proporcionar los servicios de interpretación que sean lo más completos disponibles. Para todas las solicitudes, envíe un correo electrónico al Coordinador de Antidiscriminación de LRAPA a accessibility@lrapa.org o llame a la oficina de LRAPA al 541-736-1056.



**LANE REGIONAL AIR PROTECTION AGENCY
BUDGET COMMITTEE
MEETING MINUTES
MARCH 14, 2024**

MEETING VIA ZOOM/ SPRINGFIELD CITY HALL

ATTENDANCE	
BUDGET COMMITTEE PRESENT:	STAFF PRESENT:
Bryan Cutchen	Susannah Sbragia, Interim Director
David Loveall	Travis Knudsen, Public Affairs Manager
Dylan Plummer	Lance Giles, Technical Services Manager
Howard Saxion	Max Hueftle, Operations Manager
Jared Hensley	Colleen Wagstaff, Finance & Enforcement Manager
Joe Pishioneri	Heather Gravelle, Administrative Assistant
Matt Keating	Beth Erickson, Permit Writer
Michael Johnston	Robbye Robinson, Finance & Permit Coordinator
Mike Fleck	
Adam Rue	
Steve Schmunk	
Lisa Arkin	
Dawn Kinyon	
Ruth Linoz	
ABSENT/EXCUSED:	
Paul Metzler	

AGENDA	ACTION
REGULAR MEETING	
1. Call to Order.	The Budget Committee meeting was called to order at 11:00 a.m.
2. Introductions.	The Committee meeting commenced with a round of introductions of members and Staff.
3. Election of Budget Chair & Vice-Chair.	Ruth Linoz was nominated for the position of Chair. Vote: 13-0 in favor of the nomination. Steve Schmunk was nominated as Vice-Chair. Vote: 13-0 in favor of the nomination.

4. Supplemental Budget Review.	<p>Susannah Sbragia, Interim Director, presented the Committee with an update on the latest developments at LRAPA, including the supplemental budget. Key points of discussion included:</p> <ul style="list-style-type: none"> • The ongoing search for a new Director to lead LRAPA’s initiatives. • The closure of Airmetrics, reflecting operational changes. • The remodeling of the landscape and parking lot, enhancing the facility’s exterior. • The building remodel project, aimed at modernizing the workspace. • A grant was obtained to mitigate the effects of wildfires, demonstrating LRAPA’s commitment to environmental challenges.
5. Q & A.	There were no questions.
6. Adjournment of LRAPA Board Meeting	Chair Linoz adjourned the Budget Committee meeting at 11:40 a.m.

(Minutes recorded by Heather Gravelle)



AGENDA

LANE REGIONAL AIR PROTECTION AGENCY
MONTHLY BOARD OF DIRECTORS MEETING
THURSDAY APRIL 11, 2024
12:15 P.M.

Virtual Participation

By Video: <https://us02web.zoom.us/j/82551664224>

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In-Person Participation

Jesse Maine Meeting Room

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CALL TO ORDER:

1. **Call to Order** (12:15 p.m.)
2. **Adjustments to Agenda** (12:15 p.m.)
3. **Public Participation (time limited to three minutes per speaker)** (12:20 p.m.)
 - A. **Comments on an Item on Today's Agenda**
 - B. **Comments on a Topic Not Included on Today's Agenda**
(Note: This is an opportunity for the public to bring up unscheduled items. The Board may not act at this time but, if it is deemed necessary, place such items on future agendas. Issues brought up under this agenda item are to be limited to three minutes' speaking time by the person raising the issue. If additional time is necessary, the item may be placed on a future agenda.)
4. **Comments from Board Members** (Note: This is an opportunity for Board Members to bring up unscheduled items regarding today's public comments, and/or written/electronic comments they have received. The board may not act at this time but if it deems necessary place such items on future agendas.)
5. **Consent Calendar** (12:25 p.m.)
 - A. Approval of Minutes for March 14, 2024 Board of Directors Meeting
 - B. Approval of Financial Report February 2024
6. **Appoint Acting Director** (12:30 p.m.) *Action*
 - A. Chair Saxion
 - B. Staff Report
 - C. Board Discussion

- 7. Authorize Chair to Negotiate Acting Director’s Compensation (12:35 p.m.)** *Action*
- A. Chair Saxion
 - B. Board Discussion

- 8. Citizens Advisory Committee (12:40 p.m.)** *Action*
- A. Jim Daniels
 - B. Report & Application of Ben Larson
 - C. Board Discussion

- 9. Air Quality Permitting Rules Public Hearing (12:45 p.m.)** *Action*
- A. Max Hueftle
 - B. Staff Report
 - C. Board Discussion

- 10. Budget Member Applications/Process (1:00 p.m.)** *Information*
- A. Travis Knudsen
 - B. Staff Report
 - C. Board Discussion

- 11. Service Recognition (1:10 p.m.)** *Information*
- A. Travis Knudsen
 - B. Board Discussion

- 12. Directors Report (1:20 p.m.)** *Information*
- A. Management Team
 - B. Report
 - C. Board Discussion

- 12. Summary of Executive Director Recruitment (1:30 p.m.)** *Information*
- A. Karras Consulting
 - B. Dennis Karras
 - C. Board Discussion

- 13. Adjournment of LRAPA Board Meeting (1:45 p.m.)**

LRAPA Executive Session (1:45 p.m.)

Information

[Click here to join the meeting](#)

Meeting ID: 215 007 835 277 | Passcode: ErETGX | [Download Teams](#) | [Join on the web](#)

The Lane Regional Air Protection Agency’s Board of Directors will now meet in executive session pursuant to ORS 192.660(2)(a), for the purpose of considering the employment of a public officer, employee, staff member or individual agent.

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**BOARD OF DIRECTORS
MEETING MINUTES
MARCH 14, 2024**

**MEETING VIA ZOOM/ SPRINGFIELD CITY HALL JESSE MAINE ROOM,
SPRINGFIELD OREGON**

ATTENDANCE

BOARD PRESENT:	STAFF PRESENT:
Director Bryan Cutchen	Susannah Sbragia, Interim Director
Director David Loveall	Travis Knudsen, Public Affairs Manager
Director Dylan Plummer	Lance Giles, Technical Services Manager
Director Howard Saxion	Max Hueftle, Operations Manager
Director Jared Hensley	Colleen Wagstaff, Finance & Enforcement Manager
Director Joe Pishioneri	Heather Gravelle, Administrative Assistant
Director Matt Keating	Beth Erickson, Permit Writer
Director Michael Johnston	Robbye Robinson, Finance & Permit Coordinator
Director Mike Fleck	
BOARD ABSENT/EXCUSED:	OTHERS PRESENT:
None.	Blake Hutchins
	Jim Daniels

AGENDA	ACTION
REGULAR MEETING	
1. Call to Order.	Chair Howard Saxion called the regular meeting to order at 12:15 p.m.
2. Appoint Budget Committee Members and Budget Officer.	MOTION: Director Cutchen moved, and Director Fleck seconded to appoint Christina Ward as Budget Officer. The motion passed unanimously.
3. Recess of LRAPA Board Meeting to Budget Committee Meeting.	Chair Saxion recessed the Board meeting at 11:05 a.m.
4. Reconvene LRAPA Board Meeting.	Chair Saxion reconvened the Board meeting at 12:15 p.m.
5. Adjustments to Agenda.	None.
6. Public Participation.	

A. Comments on an Item on Today's Agenda.	None.
B. Comments on a Topic Not Included on Today's Agenda.	None.
7. Comments from Board Members.	Director Pishioneri announced that the United Front's priorities for 2024 include establishing certified clean air centers in Lane County, including the possibility of designating the Bob Keefer Center for respite during wildfire incidents.
8. Consent Calendar. A. Approval of Minutes for February 8, 2024, Board of Directors Meeting. B. Approval of Financial Report January 2024.	MOTION: Director Loveall moved, and Director Hensley seconded the approval of the Consent Calendar. The motion passed unanimously.
9. Citizens Advisory Committee.	Jim Daniels , Chair of the Citizens Advisory Committee (CAC), gave the board an overview of the February 2024 CAC meeting. Mr. Knudsen shared that CAC member Evelina Davidova-Kamis's term had expired and she had applied for reappointment. MOTION: Director Fleck moved, and Director Loveall seconded to reappoint Evelina Davidova-Kamis to the Citizen Advisory Committee. The motion passed unanimously.
10. Supplemental Budget.	Susannah Sbragia , Interim Director, gave the Board an overview of the supplemental budget and Resolution 24-3. MOTION: Director Fleck moved, and Director Loveall seconded the approval of Resolution 24-3, adopting an adjustment to the FY 2023-24 Budget to increase the budget appropriations and revenue for the Special Revenue fund. The motion passed unanimously.
11. Title 47 Outdoor Burning Rules Public Hearing.	Chair Saxion opened the public hearing for amendments to the LRAPA Title 47 Outdoor Burning Rules at 12:37 p.m. and requested that the affidavits of public notices pertaining to the proceedings be submitted into the record. Mr. Knudsen confirmed that Staff undertook a series of steps to publicly notice the proposed amendments to the Title 47 Outdoor Burning Rules. (1). A delivery notice of the proposed rulemaking was circulated via LRAPA's email listserv, reaching individuals subscribed to 'Public Notices' and 'General News & Updates'. (2). A delivery notice was prepared and provided statewide through the Department

	<p>of Environmental Quality's (DEQ) GovDelivery system, targeting subscribers of 'Public Notices or Rulemaking.</p> <p>(3). The rulemaking was formally filed and published with the Office of the Secretary of State's Bulletin, ensuring official record and public accessibility. (4). Finally, proactive communication was initiated with Oregon legislators, specifically Senators Wagner, Hayden, Prozanski, and Representatives Rayfield, Conrad, Holvey, and Lively, signaling the start of the public comment period and inviting legislative scrutiny and input.</p> <p>Director Pishioneri questioned why burn barrels weren't allowed in Lane County and staff explained that burn barrels can attract garbage, lacked bottom ventilation, and their varied designs often resulted in inefficient combustion. Discussion followed.</p> <p>Chair Saxion inquired about the status of the temporary ice storm variance, which permitted early burning before March 1st. Mr. Knudson reported minimal impact on air quality and noted the community's gratitude for the variance. Discussion followed.</p> <p>Chair Saxion asked those who had a desire to speak to indicate by raising their hand in person or virtually on Zoom. No one did. He asked if there was anyone else who hadn't signed up but wished to speak to indicate now if they would like to submit an oral comment on the proposed rulemaking. No one did.</p> <p>Chair Saxion announced the closure of the public hearing at 12:45 p.m., noting the absence of further comments. He then inquired if there were any additional remarks from the Board regarding the proposed rulemaking.</p> <p>Director Fleck observed that despite having reviewed the proposed amendments, they were not included in the Board's packet for reference.</p> <p>MOTION: Director Fleck moved, and Director Keating seconded to adopt the proposed revisions to the Title 47 Outdoor Burning Rules. The motion passed unanimously.</p>
<p>12. EPA Public Comment Consideration: Air Curtain Incinerators.</p>	<p>Mr. Knudsen provided the Board with details regarding submitting public comments to the EPA on large municipal waste combustor standards and air curtain incinerator permitting, referring to the draft letter that was included in the Board packet. Discussion followed.</p>

	<p>MOTION: Director Fleck moved, and Director Pishioneri seconded to approve the draft letter dated March 24, 2024 to the EPA on large municipal waste combustor standards and air curtain incinerator permitting. The motion passed unanimously.</p>
13. Scribner’s Cleanup of Employee Handbook.	<p>Ms. Sbragia explained there were typos and grammatical errors in the employee handbook that needed to be corrected and she reviewed them with the Board.</p> <p>MOTION: Director Cutchen moved, and Director Fleck seconded to adopt the revisions in the employee handbook as listed. The motion passed unanimously.</p>
14. Director’s Report.	<p>Ms. Sbragia presented the Board with key points from the Director’s Report.</p>
15. Executive Session.	<p>Chair Saxion recessed the Board Meeting to go into executive session at 1:30 p.m.</p>
16. Return to Open Session.	<p>Chair Saxion reconvened the Board meeting at 2:25 p.m.</p>
17. Adjournment of LRAPA Board Meeting	<p>Chair Saxion adjourned the Board meeting at 2:26 p.m.</p>

(Minutes recorded by Heather Gravelle)



**CITIZEN ADVISORY COMMITTEE
MEETING MINUTES
FEBRUARY 27, 2024**

MEETING VIA ZOOM/ LRAPA BUILDING, SPRINGFIELD OREGON

ATTENDANCE

COMMITTEE PRESENT:	LRAPA STAFF PRESENT:
Chair Jim Daniels	Travis Knudsen, Public Affairs Manager
Vice-Chair Kelly Wood	Max Hueftle, Operations Manager
Chris Cline	Qiyu Liu, Permit Writer
Evelina Davidova-Kamis	Heather Gravelle, Administrative Assistant
Peter Dragovich	
Teresa Roark	
COMMITTEE ABSENT/EXCUSED:	OTHERS PRESENT:
Mysti Frost	Dana Corbin
Paul Metzler	

AGENDA

ACTION

AGENDA	ACTION
REGULAR MEETING	
1. Call to Order/Agenda Review.	Chair Jim Daniels called the regular meeting to order at noon.
2. Public Participation.	Qiyu Liu , recently hired as a Permit Writer, introduced himself, provided a brief background and Committee members welcomed him to LRAPA. Dana Corbin commented that she was attending the Committee meeting to learn more about LRAPA.
3. Board Meeting Overview.	Chair Daniels provided a summary of the February 2024 Board of Directors Meeting.
4. Re-application for Membership, Evelina Davidova-Kamis.	MOTION: Vice-Chair Wood moved, and Chris Cline seconded to forward the application to renew Evelina Davidova-Kamis's CAC membership to the Board for approval. The motion passed unanimously.

5. Nominations and Election Chair and Vice-Chair.	MOTION: Chris Cline moved, and Peter Dragovich seconded to nominate Jim Daniels as Chair and Kelly Wood as Vice-Chair. The motion passed unanimously.
6. Draft CAC Application Form Discussion.	The Committee examined and deliberated the Committee application form questions and made the following revisions: add a sentence at the beginning: “we encourage anyone to apply” and a sentence that states the CAC would forward their recommendation to the Board for approval; Remove “rules and programs” from question 3 and take the word “active” out of question 4. The Committee will continue their review of the application form at the Tuesday, March 26, 2024 meeting.
7. Roundtable.	Mr. Dragovich shared that a heat pump water heater had an estimated cost of \$115 per year to heat water for a three-bedroom two-bath house. Additionally, EWEB offers \$800 rebates on these units. Mr. Cline commented that regarding the upcoming fire season, the National Drought Monitor reflects it was better than this time last year and they were at a moderate level.
8. Adjournment.	Chair Daniels adjourned the Committee meeting at 1:00 p.m.

(Minutes recorded by Heather Gravelle)



**CITIZEN ADVISORY COMMITTEE
MEETING MINUTES
MARCH 26, 2024**

MEETING VIA ZOOM/ LRAPA BUILDING, SPRINGFIELD OREGON

ATTENDANCE

COMMITTEE PRESENT:	LRAPA STAFF PRESENT:
Chair Jim Daniels	Travis Knudsen, Public Affairs Manager
Chris Cline	Max Hueftle, Operations Manager
Evelina Davidova-Kamis	Heather Gravelle, Administrative Assistant
Peter Dragovich	
Teresa Roark	
Paul Metzler	
COMMITTEE ABSENT/EXCUSED:	OTHERS PRESENT:
Mysti Frost	Ben Larson
Kelly Wood	James Hugo
	Jessica Buser-Young

AGENDA

ACTION

AGENDA	ACTION
REGULAR MEETING	
1. Call to Order/Agenda Review.	Chair Jim Daniels called the regular meeting to order at noon.
2. Public Participation.	James Hugo expressed interest in joining the CAC and noted the need for increased citizen participation. He recommended that LRAPA enhance its outreach efforts to boost involvement.
3. Interview of Ben Larson.	Chair Daniels briefed Mr. Larson on the CAC's role and responsibilities. Mr. Larson discussed his background, experience, and enthusiasm for joining the CAC representing agriculture, expressing his availability for the monthly meetings. Discussion followed.

	<p>MOTION: Paul Metzler moved, and Chris Cline seconded to forward the CAC member application for Ben Larson representing agriculture to the Board for approval. The motion passed unanimously.</p>
4. Board Meeting Overview.	<p>Chair Daniels and Mr. Knudsen provided an overview of the March 14, 2024 Board meeting.</p>
5. Draft CAC Application Form Discussion. (Continued Discussion).	<p>Mr. Metzler suggested adding a clarification that a red asterisk next to a question indicates a mandatory response. Chair Daniels inquired if there were any further comments, additions, or amendments, and receiving none, confirmed that the revised CAC application form was approved by consensus. He stated that the Board would be furnished with a copy of the updated form for their review.</p> <p>Next, Chair Daniels stated that they would table the interview questions review to the April CAC meeting when Ms. Wood would be in attendance.</p>
6. Roundtable.	<p>Chair Daniels noted that his term was expiring in April 2024 and he would be submitting his application for reappointment. He added that Paul Metzler’s term had expired in March, and he would need to submit his application if he was interested in continuing to serve.</p> <p>Mr. Cline indicated that his job responsibilities had changed and that he would communicate any potential conflicts with his attendance.</p>
7. Adjournment.	<p>Chair Daniels adjourned the Committee meeting at 1:00 p.m.</p>

(Minutes recorded by Heather Gravelle)



LRAPA

Lane Regional Air Protection Agency

Financial Update
FY 2023-24
as of
February 29, 2024

	Prior Yr. Actuals FY 22-23 February 2023	FY 23-24 YTD as of February 2024	FY 23-24 Final Budget	FY 23-24 Budget Variance
General Fund				
Revenues				
Federal & State Revenues	745,144	320,526	1,078,514	(757,988)
Local Dues	195,111	201,550	201,550	0
Permit Fees	1,209,343	1,214,282	1,260,739	(46,457)
Other Revenues	38,879	33,746	50,000	(16,254)
Total Revenue Received	2,188,477	1,770,103	2,590,803	(820,700)
Expenditures ^				
Personnel Services	1,115,126	1,255,307	1,761,213	71%
Materials & Services	418,923	537,019	743,870	72%
Capital Improvements	0	241,748	130,000	186%
Total Expenditures	1,534,049	2,034,074	2,505,083	81%
General Fund Net	654,428	(263,971)		

	Prior Yr. Actuals FY 22-23 February 2023	FY 23-24 YTD as of February 2024	FY 23-24 Final Budget	FY 23-24 Budget Variance
Special Revenue (Title V)				
Revenues				
Permit Fees	424,247	594,906	515,417	79,490
Miscellaneous Revenue	0	0	0	0
Total Revenue Received	424,247	594,906	515,417	79,490
Expenditures ^				
Personnel Services	361,091	320,353	475,939	67%
Materials & Services	298	14,177	17,207	82%
Capital Outlay	0	0	0	0%
Total Expenditures	361,389	334,529	493,146	68%
Special Revenue Net	62,858	260,377		

	Prior Yr. Actuals FY 22-23 February 2023	FY 23-24 YTD as of February 2024	FY 23-24 Final Budget	FY 23-24 Budget Variance
Grant Fund				
Revenues				
EAP Tag 1 & 2	579,842	469,731	1,403,000	(933,300)
Miscellaneous Revenue	0	0	0	0
Total Revenue Received	579,842	469,731	1,403,000	(933,300)
Expenditures ^				
Personnel Services	36,973	37,942	75,616	50%
Materials & Services	542,868	513,305	1,327,384	39%
Capital Outlay	0	1,937	0	0%
Total Expenditures	579,841	553,185	1,403,000	39%
Grant Fund Net	1	(83,454)		

	Prior Yr. Actuals FY 22-23 February 2023	FY 23-24 YTD as of February 2024	FY 23-24 Final Budget	FY 23-24 Budget Variance
Enterprise Fund (AirMetrics)				
Revenues				
Sales: Portable Samplers PM2.5	209,440	198,597	243,000	(44,400)
Sales: Portable Samplers PM10	0	30,125	100,000	(69,900)
Sales: Portable Samplers TSP	0	17,648	50,000	(32,400)
Sales: Portable Samplers APM	0	752	50,000	(49,200)
Sales: Accessories	69,208	102,192	103,000	(800)
Sampler Rental Income	1,400	0	6,300	(6,300)
Sampler Calibration Fee	2,820	1,745	8,050	(6,300)
Interest, Misc. & Freight	21,436	8,592	23,289	(14,700)
Total Revenue Received	304,304	359,650	583,639	(223,989)
Expenditures ^				
Personnel Services	108,632	114,320	160,870	71%
Materials & Services	216,294	221,306	397,269	56%
Capital Outlay	0	0	0	
Total Expenditures	324,926	335,626	558,139	60%
Airmetrics Net	(20,622)	24,024		
* % Spent is YTD Actuals divided by FY Budget.: Red: 91% & above / Yellow: 81%-90% / Green: up to 80%				
** This is the close out month for AirMetrics.				
^ does not include Transfers & Contingencies				



LANE REGIONAL AIR PROTECTION AGENCY MEMORANDUM

To: Howard Saxion, Chair and LRAPA Board Members

From: Travis Knudsen, Public Affairs Manager and Acting Director

Date: April 11, 2024

Subject: Appointment of Acting Director

STAFF REPORT

ISSUE STATEMENT

Due to the extended medical and personal leave of Interim Director Susannah Sbragia, and informal appointment of Travis Knudsen as the Acting Director on March 23, 2024, there is a need to formally appoint an Acting Director to ensure the continued smooth operation of LRAPA until either Susannah returns or a permanent Executive Director is selected and begins employment.

BACKGROUND INFORMATION

In September 2023, the position of Executive Director became vacant. Susannah Sbragia, who was hired as the Finance and Human Resources Director in February 2023, assumed the role of Interim Director. The Board is currently conducting a search for a permanent Executive Director, with the assistance of Karras Consulting, and anticipates making a selection in May 2024.

On March 23, 2024, Susannah Sbragia informed the LRAPA management team that she would be taking an extended leave due to personal and medical needs. In her absence, she designated Travis Knudsen, the current Public Affairs Manager, to handle the Agency's needs and operations.

GOING FORWARD

Given the extended absence of the Interim Director, it is crucial for the Board to appoint an Acting Director to ensure the stability and continuity of LRAPA's operations. The Acting Director will be responsible for overseeing the agency's day-to-day activities and decision-making processes until either the Interim Director returns or a permanent Executive Director is selected and begins employment.

The Board should carefully consider potential candidates for the Acting Director position, taking into account their experience, leadership skills, and ability to maintain the agency's mission and objectives. It is essential that the appointed individual can effectively manage the organization during this transitional period without any conflicts of interest.

The appointment of an Acting Director will provide clarity and direction for LRAPA staff and stakeholders, ensuring that the Agency continues to operate smoothly and efficiently while the search for a permanent Executive Director is ongoing.

STAFF RECOMMENDATION

Staff recommends that the Board consider and formally appoint an Acting Director for LRAPA,



effective immediately. The Acting Director will assume the responsibilities of the Interim Director until either the Interim Director returns from medical leave or a permanent Executive Director is selected and begins employment, whichever occurs first.

It is crucial that the Board selects an Acting Director who can provide stability, direction, and effective management for LRAPA staff and stakeholders, ensuring the agency's continued smooth operation and success.

MOTION OPTIONS

1. Appoint a qualified individual as the Acting Director of LRAPA, effective immediately, until either Susannah Sbragia returns from her medical leave, or a permanent Executive Director is selected and begins employment. The appointed individual should have the necessary experience, leadership skills, and ability to maintain the Agency's mission and objectives during this transitional period.
2. Postpone the appointment of an Acting Director and request that staff provide additional information or recommendations for potential candidates to be considered at a future Board meeting. This will allow the Board to thoroughly assess the qualifications and suitability of potential candidates before deciding.



**LANE REGIONAL AIR PROTECTION AGENCY
MEMORANDUM**

To: Howard Saxion, Chair and LRAPA Board Members

From: Travis Knudsen, Public Affairs Manager and Acting Director

Date: April 11, 2024

Subject: Authorization for Chair to Negotiate Acting Director's Compensation

STAFF REPORT

ISSUE STATEMENT

Upon appointing an Acting Director, the Board must consider appropriate compensation for the additional responsibilities and duties assumed by the individual in this role. The Board Chair seeks authorization to negotiate and determine a suitable compensation package for the Acting Director.

BACKGROUND INFORMATION

With the extended absence of the Interim Director, the Board has recognized the need to appoint an Acting Director to ensure the stability and continuity of LRAPA's operations. The Acting Director will be responsible for overseeing the Agency's day-to-day activities and decision-making processes until either the Interim Director returns or a permanent Executive Director is selected and begins employment.

The appointment of an Acting Director warrants a review of the individual's compensation to account for the increased responsibilities and workload associated with this leadership role.

GOING FORWARD

To ensure a fair and competitive compensation package for the Acting Director, the Board Chair proposes to negotiate and determine an appropriate salary and benefits arrangement. This negotiation will take into consideration the Acting Director's current compensation, the additional duties and responsibilities of the role, and the duration of the appointment.

The Board Chair will work closely with the Acting Director and Finance Manager to develop a compensation proposal that aligns with LRAPA's policies, budget, and the individual's qualifications and experience.

Once a mutually agreeable compensation package is determined, the Board Chair will present the details to the Board for final approval and implementation.

STAFF RECOMMENDATION

Staff recommends that the Board authorize the Board Chair to negotiate and determine an appropriate compensation package for the Acting Director, considering the additional responsibilities and duties assumed in this leadership role. The final compensation arrangement will be subject to Board approval.



MOTION OPTIONS

1. Authorize the Board Chair to negotiate and determine an appropriate compensation package for the Acting Director, subject to final Board approval.
2. Authorize the Board Chair to negotiate and determine an appropriate compensation package for the Acting Director, with the authority to implement the compensation arrangement without further Board approval.
3. Postpone the authorization for the Board Chair to negotiate the Acting Director's compensation and request additional information or recommendations from staff to be considered at a future Board meeting.

From: [Lane Regional Air Pollution Agency](#)
To: [Public Affairs](#)
Subject: New Citizen's Advisory Committee Application
Date: Monday, March 18, 2024 8:55:45 PM

Name

Ben Larson

Address

[REDACTED]

Phone

+ [REDACTED]

[REDACTED]

Community Segment

Agricultural - \$0.00

Why do you want to become a member of the committee?

I would like to join the LRAPA Advisory Committee because I am committed to the health of my community. Lane County is my home from East to West, and I am familiar with many of the issues it faces, especially . I believe my experience has equipped me to offer effective council in addressing many of the air quality issues facing Lane County and regionally.

Please give a brief description of any experience or training that qualifies you for this position:

I have been a primary manager of a farm for over a decade. The farm is 320 acres, and diversified among orchards, animals, field crops, and forests. Our farm has partnered with multiple universities to conduct crop research and worked with different government and private agencies to enhance the ecology of the farm and the local watershed. In addition, we have managed additional orchards and conducted filbert worm monitoring and reporting to support EWEB's clean water initiative.

Please list the community concerns or topics you would like to see addressed by this committee

Effective prevention and mitigation of air pollution.

Briefly describe your present or past involvement in relevant community groups. Please note that having no previous involvement will not disqualify you for appointment:

I am a classroom teacher where each day I work to reach agreement and understanding among dozens of humans.

Are you currently serving on any advisory boards or committees? If so, which ones?

Oregon Organic Hazelnut Collective. I have served for 5 years mostly as treasurer or vice-chair.

This committee meets over the noon hour once a month, generally the last Tuesday. Are you available during this time?

YES

Please upload any additional information you wish to include in your application, such as a resume.

[Resume-1.docx](#)

Sent from [Lane Regional Air Protection Agency](#)

Ben Larson

Education

Bushnell University, Eugene, OR

Anticipated May 2024

- Master's of Arts, Teaching | Licensed Endorsements: Math, Science, Agriculture, Business

Western Washington University, Bellingham, WA

December 2017

- Bachelor's of Science, Mathematics | Minors in Physics and Astronomy

Professional Experience

Mathematics Teacher

August 2022 -

Present

Creswell High School, Creswell, OR

Farm Owner/Operator

August 2013 - Present

My Brothers' Farm, Creswell, OR

- Facilitate strategic planning/budgeting and implement decisions on 1,000+ acres in Willamette Valley
- Primary manager of 80 acres of orchard and 2 acres diversified vegetables
- Co-manage 50 head of bison and 40 pigs on 200 acres of pasture
- Manage business operations (books, community relations, inventory, customer service, and website)
- Implement sustainable agroecological principles on 400 acres including biodiversity, agroforestry, silvopasture, and closed loop systems
- Write and implement grant funded projects for restoration, research, analysis, and infrastructure
- Host agritourism activities including field trips, U-Pick, workshops, and on-farm demonstrations

Apprentice Carpenter

June 2016 - August 2018

Linville Construction, Bellingham, WA and **JB Homes**, Eugene, OR

- Built and remodeled residential homes

Peer Tutor

September 2015 - December 2017

WWU Tutoring Center, Bellingham, WA

- Completed CRLA's International Tutor Training Program Certification to gain skills in gauging understanding and offering support
- Helped hundreds of undergraduates gain math and physics conceptual and applied understanding

Lab TA

March 2016 - December 2016

WWU Department of Physics, Bellingham, WA

- Monitored undergraduates in 2-hour labs weekly
- Graded student work and report results to lecture professor

Community Service

Treasurer & Vice-Chair

January 2019 - Present

Oregon Organic Hazelnut Collective, Oregon

- Implement grant funding to conduct global organic hazelnut market research and cost analysis
- Manage operations and finances, including hosting the annual Organic Hazelnut Summer Nut Tour



**LANE REGIONAL AIR PROTECTION AGENCY
MEMORANDUM**

To: Howard Saxion, Chair and LRAPA Board Members

From: Travis Knudsen, Public Affairs Manager

Date: April 11, 2024

Subject: Citizens Advisory Committee, Application Questions Update

STAFF REPORT

ISSUE STATEMENT

The Citizens Advisory Committee (CAC) has been working to improve the interview questions and process for interested CAC applicants. The committee has revised the application questions to be more equitable and detailed in their review of applicants.

BACKGROUND INFORMATION

The CAC is a volunteer committee made up of 7-15 local Lane County residents from various backgrounds, including public health, agriculture, industry, community planning, fire suppression, and the general public. Advisory Committee members serve three-year terms and can be reappointed.

Currently, there are 9 CAC members and a vacancy in the agricultural seat. The Board will be reviewing an application for the agricultural seat at this Board meeting.

GOING FORWARD

The CAC has updated the application questions to provide a more comprehensive and equitable assessment of applicants. The revised questions can be found on the CAC application page: <https://www.lrapa.org/air-quality-protection/about-lrapa/public-oversight/advisory-committee-application-2/> (password: "air quality").

The Board is encouraged to review the updated application questions and provide any feedback or suggestions to the CAC before implementing these questions in the standard process.

Additionally, the CAC has forwarded the application of Ben Larson, who is interested in representing agriculture on the committee, for the Board's consideration and approval.

STAFF RECOMMENDATION

This is an informational item, and no formal motion is required.



LANE REGIONAL AIR PROTECTION AGENCY MEMORANDUM

To: Bryan Cutchen, Chair and LRAPA Board Members

From: Max Hueftle, Operations Manager

Date: April 11, 2024

Subject: LRAPA Air Quality Permitting Rules – Public Hearing and Proposed Adoption

Agenda Item: 9

ISSUE STATEMENT

LRAPA staff have proposed revisions to existing rules primarily to address the new DEQ air quality regulations adopted by the Environmental Quality Commission (EQC) on November 18, 2022. Staff is requesting that the Board consider adopting them at the April 11, 2024 Board meeting. LRAPA is proposing several changes to existing rules to integrate the new DEQ rules with existing LRAPA program rules. Some of the proposed changes to existing rules would amend the LRAPA's part of the Oregon Clean Air Act State Implementation Plan.

BACKGROUND INFORMATION

Board Action History. The Board approved the request from staff for a public hearing at the January 11, 2024 meeting. Previously, the proposed rule changes were mentioned briefly at previous Board meetings, but a detailed update had not been presented to the Board by staff. The last comprehensive permitting rule changes were adopted by the LRAPA Board on January 11, 2018. Then the LRAPA Board adopted a narrow set of rule changes that incorporated necessary revisions to allow LRAPA to implement the Cleaner Air Oregon (CAO) program on March 14, 2019.

DEQ Rulemaking History and Status. The EQC adopted the DEQ's proposed corresponding rule changes at their November 18, 2022 meeting with an effective date of March 1, 2023. Prior to that, the EQC adopted a set of DEQ ACDP fee increases in 2020.

LRAPA's Rule Proposal. LRAPA proposes to update, clarify, improve and streamline Lane County's air quality permit programs. Three categories of proposed changes include:

- Policy changes that strengthen the permitting program, streamline the rules and improve the permitting process;
- Technical changes that clarify the program and rules; and
- Corrections to typographical errors and non-technical changes.

The changes would allow LRAPA to protect air quality with more efficient and effective permitting programs and allow LRAPA to focus resources.

The proposed rule changes include the following policy changes:

- Strengthen the efficacy of the air quality permitting program
 - Prohibit issuance of all approvals for sources that will cause an exceedance of a National Ambient Air Quality Standard;
 - Eliminate Generic Plant Site Emission Limits, which currently often allow greater emissions than a facility is physically capable of emitting and is incompatible with requirements to protect short term air quality standards;
 - Clarify and update the Notice of Intent to Construct rules;
 - Require that sources must construct or modify in accordance with approved plans submitted with their applications;
 - Change permit type if sources are on the wrong permit;
 - Eliminate provisions that currently allow sources to operate without using pollution control devices for 48-hours under the excess emission rules;
 - Clarify LRAPA's ability to require and use modeling in addition to monitoring (by LRAPA or sources) for NAAQS exceedance verification;
 - Clarify that permittees must comply with all conditions in their permits;
 - Include a 3% increase in Table 2, Part 3 Cleaner Air Oregon (CAO) Annual Fees of LRAPA Table 2 – section 37-8020 in line with statutory authority under ORS 468A.345; and
 - Establish a new \$720 fee applicable to sources or individuals who submit a Notice of Intent to Construct. Create a new fee associated with a Type 2 Notice of Intent to Construct application required by LRAPA's title 34 identical to the current DEQ Type 2 fee adopted by the EQC in 2020.

- Streamline rules and make process improvements
 - Change the test method for determining opacity compliance to the more commonly used EPA Method 9 procedure for measuring visible emissions from point sources;
 - Extend permit terms for Simple permits to better allocate LRAPA resources to work on more significant permitting issues;
 - Provide no expiration date for New Source Review permits that must be incorporated into a Title V Operating Permit;
 - Expand the use of short-term activity permits for temporary operations beyond unexpected and emergency activities, providing more flexibility for businesses;
 - Provide a petition process for additional industrial categories to have general permits, rather than source-specific permits;
 - Require more complete applications at permit renewal to ensure LRAPA staff have sufficient information to process the renewal applications;
 - Require additional information to be submitted by a date certain with an opportunity to request more time if needed rather than allowing 90 days for all submittals;
 - Clarify reinstatement procedures for owners or operators whose permits have been terminated because of a late permit renewal application or late payment of fees;
 - Add 1-bromopropane (1-BP) to the state list of Hazardous Air Pollutants to make it consistent with its listing under Section 112 of the Clean Air Act, as recently added by the EPA;
 - Provide flexibility for assessment of Exempt Toxics Emissions Units under the Cleaner Air Oregon program; and
 - Update LRAPA's federal standards rules in titles 44 and 46 to reflect updated periodic federal delegations from EPA.

Many of the proposed rule changes improve clarity, especially where rules may conflict, and correct cross-references and other errors. The rules also align more closely with DEQ rules adopted by the LRAPA Air Quality Permitting Rule Changes

Environmental Quality Commission.

LRAPA proposes the LRAPA Board and Environmental Quality Commission approve the proposed rule and rule amendments for incorporation into Oregon’s State Implementation Plan. With the LRAPA Board’s and EQC’s approval, DEQ would submit the proposed rule and rule amendments to the United States Environmental Protection Agency to be included in and revise the State Implementation Plan required by the Clean Air Act. Both DEQ and EPA Region 10 staff have conducted preliminary reviews of LRAPA’s draft rules, and their comments have been incorporated into the proposed rules.

Note: See LRAPA’s crosswalk of rules changes, including the rules in the State Implementation Plan, for details. LRAPA staff has drafted a redline-strikeout version with these draft changes seen in Attachment A. The proposed amendments are also summarized in the crosswalk table of Attachment B. The notice of proposed rulemaking for the LRAPA Air Quality Permitting Rules is included at Attachment C.

PUBLIC COMMENTS

The rules have been available for public comment from February 1, 2024 to 5:00 pm April 10, 2024. There have been two (2) sets of comments received as of the drafting of this agenda item. The summary of those comments and LRAPA’s responses are included at the end of this Board agenda item. The public hearing will be held at the April 11, 2024 Board meeting.

OPTIONS FOR CONSIDERATION

The Board has at least three (3) options:

1. Adopt all of the amendments to LRAPA air quality permitting rules.
2. Direct additional changes to the proposed rules before adoption at a later date.
3. Delay action on the proposed rules until a later date pending additional Board discussion at the next meeting.

STAFF RECOMMENDATION

LRAPA staff recommends that the Board adopt the proposed set of rule changes.

SUGGESTED MOTION

I MOVE TO APPROVE THE ABOVE STAFF RECOMMENDATION.

ATTACHMENTS

The following attachments are available in the January 11, 2024 Board Meeting Agenda and Minutes here: <https://www.lrapa.org/air-quality-protection/about-lrapa/public-oversight/agendas-minutes/>

- Attachment A – Proposed revisions to LRAPA Air Quality Permitting Rules (redline version).
- Attachment B – Crosswalk summary of proposed revisions to LRAPA Air Quality Permitting Rules.
- Attachment C – Notice of proposed rulemaking for LRAPA Air Quality Permitting Rules
- Attachment D – Board and CAC Roadmap of Significant Changes.



Air Quality Permitting Updates 2024: Response to Public Comment

Comment #1: In Attachment D (LRAPA 2023 roadmap of significant/substantial proposed rule changes for the Citizen's Advisory Committee (CAC) and Board of Directors: Rule item number (1) states that LRAPA is moving to a 6-minute average from a 3-minute aggregate for determining opacity compliance under 32-010. However, the proposed rules appear to still have references to a 3-minute period under at least 32-010(3), (4), (5) and (6).

Response #1: LRAPA agrees with this comment and has revised the rules to remove the older and inadvertent references to a 3-minute period for determining compliance with the opacity limits.

Comment ID linked to Comment #1: 1

Comment #2: 34-034 regarding 'requirements for construction' is shown in Attachment A (redline rules) as being proposed for deletion, however there are still references throughout the rules to 34-034. I suggest LRAPA revise/correct any cross references to this rule citation for clarity.

Response #2: LRAPA agrees with this comment and has revised the rules to remove that specific cross-referencing error. All references to 34-034 were changed to 34-035 as a result of this comment.

Comment ID linked to Comment #2: 1

Comment #3: Rule 36-020 on excess emissions refers to the definitions of 'large' and 'small' source according to 36-005(4) and (7), respectively. However, 36-005 'definitions' proposes to have these terms defined under 36-005(1) and (2); I suggest LRAPA revise these cross references for clarity.

Response #3: LRAPA agrees with this comment and corrected the definition numbering error.

Comment ID linked to Comment #3: 1

Comment #4: In Attachment D (LRAPA 2023 roadmap of significant/substantial proposed rule changes for the Citizen's Advisory Committee (CAC) and Board of Directors: Rule item number (9) states that CAO annual fees and specific activity fees will increase 4%. Proposed rule 37-0090(3) includes these CAO fees in the annual 4% increase, effective July 1 each year. Senate Bill 1541 in 2018 established that the Environmental Quality Commission may increase fees for CAO. However, "the annual increase may not exceed the anticipated increase in the cost of implementing sections 2 to 7 of this 2018 Act, or three percent, whichever is lower, unless a larger increase is provided for in the Department of Environmental Quality's legislatively approved budget." I suggest LRAPA revise the CAO fee increase percentage to align with this statutory language.

[<https://olis.oregonlegislature.gov/liz/2018R1/Downloads/MeasureDocument/SB1541/Enrolled>]

Response #4: LRAPA agrees with this comment and has revised the rule so that the CAO fees are increased by 3% each year in line with the statutory authority under ORS 468A.345.

Comment ID linked to Comment #4: 1

Comment #5: The commenter submitted the following list of statements and questions:

- a. LRAPA should provide a live email link for people to submit comments.
- b. Who is asking for the changes?
- c. All new rules must be clear and beneficial to the public.
- d. There must be no loopholes to be exploited by lawyers of regulated sources.

Response #5: LRAPA appreciates the questions, comments, and suggestions.

- a. An email address to submit written comments was provided on the LRAPA webpage for this rulemaking but did not contain a live link to avoid any potential spam.
- b. LRAPA must adopt and maintain rules that are at least as stringent as the DEQ and EPA. In November of 2022, DEQ adopted rules that are more stringent and different than LRAPA's rules. Therefore, some of these rules are proposed for adoption to meet that need. There are also some changes that are being proposed to be consistent with state air quality regulations.
- c. LRAPA agrees that the rules should be clear and has proposed revisions to make them clearer. LRAPA has also proposed several rule changes that are beneficial to the public.
- d. Thank you for this comment. LRAPA will continue to eliminate or minimize unintended rules that allow for noncompliance.

Comment ID linked to Comment #5: 2

Public Comment Receipt Log

Written comments were received from:

1. Dan DeFehr, Oregon Resident: canuckspourvie@gmail.com
2. David Stone: dns@efn.org

Public Hearing Comment Receipt Log

To be completed after the hearing.



LRAPA PROCEDURE FOR PUBLIC HEARING

Agenda Item Number 9

Hearing on Proposed Air Quality Permitting Rules April 11, 2024

1. Chair: Before opening the public hearing on the proposed Air Quality Permitting Rules, ask staff (Max) to provide a brief description of the proposal.
2. Staff will give a brief overview of what is proposed and any revisions that have been made to the proposal since the January 11, 2024 Board meeting at which the Board authorized a public hearing for this meeting.
3. Chair: Open the public hearing, giving the time as you do so. Before asking for testimony, ask staff (Max) to place affidavits of notice publication into the record.
4. Staff (Max): Place into the hearing record: Publication verification for publication in the Oregon Secretary of State Bulletin on January 30, 2024 for February 2024.
5. Chair: If there are sign-up sheets for this agenda item, ask the first person to come to the table to speak, and to give their name and address for the record. After any people who have signed up ahead of time have spoken, ask whether anyone else wishes to comment regarding the proposed Air Quality Permitting Rules. If someone wants to speak, ask them to come to the table and give their name and address for the record.
6. Chair: When everyone is done speaking, close the public hearing, again giving the time.
7. Chair: Ask for Board discussion regarding the rulemaking proposal.
8. Options for action:

The Board can approve, deny or delay this adoption.
9. If the rules are adopted, they take effect immediately upon adoption.

4/2/2024

OFFICE OF THE SECRETARY OF STATE

LAVONNE GRIFFIN-VALADE
SECRETARY OF STATE

CHERYL MYERS
DEPUTY SECRETARY OF STATE
AND TRIBAL LIAISON



ARCHIVES DIVISION

STEPHANIE CLARK
DIRECTOR

800 SUMMER STREET NE
SALEM, OR 97310
503-373-0701

NOTICE OF PROPOSED RULEMAKING
INCLUDING STATEMENT OF NEED & FISCAL IMPACT

CHAPTER 340
DEPARTMENT OF ENVIRONMENTAL QUALITY

FILED
01/30/2024 10:26 AM
ARCHIVES DIVISION
SECRETARY OF STATE

FILING CAPTION: LRAPA Air Quality Permitting Updates 2024

LAST DAY AND TIME TO OFFER COMMENT TO AGENCY: 04/11/2024 12:45 PM

The Agency requests public comment on whether other options should be considered for achieving the rule's substantive goals while reducing negative economic impact of the rule on business.

CONTACT: Emil Hnidey
503-568-0376
emil.hnidey@deq.oregon.gov

700 NE Multnomah St.
Suite 600
Portland, OR 97232

Filed By:
Emil Hnidey
Rules Coordinator

HEARING(S)

Auxiliary aids for persons with disabilities are available upon advance request. Notify the contact listed above.

DATE: 04/11/2024

TIME: 12:30 PM - 12:45 PM

OFFICER: LRAPA Board

IN-PERSON HEARING DETAILS

ADDRESS: LRAPA Conference Room, 1010 Main Street, Springfield, OR 97477

REMOTE HEARING DETAILS

MEETING URL: [Click here to join the meeting](#)

PHONE NUMBER: 253-215-8782

NEED FOR THE RULE(S)

STRENGTHEN RULES

The following proposed changes strengthen LRAPA's air quality permitting program:

- Prohibit issuance of all approvals for sources that will cause an exceedance of a National Ambient Air Quality Standard;
- Eliminate Generic Plant Site Emission Limits, which currently often allow greater emissions than a facility is physically capable of emitting;
- Clarify and update the Notice of Intent to Construct rules;
- Require that sources must construct or modify in accordance with approved plans submitted with their applications;
- Change permit type if sources are on the wrong permit;
- Eliminate provisions that currently allow sources to operate without using pollution control devices for 48-hours under the excess emission rules;
- Clarify LRAPA's ability to require and use modeling in addition to monitoring (by LRAPA or sources) for NAAQS exceedance verification; and



LANE REGIONAL AIR PROTECTION AGENCY MEMORANDUM

To: Howard Saxion, Chair and LRAPA Board Members

From: Travis Knudsen, Public Affairs Manager

Date: April 11, 2024

Subject: Budget Committee Member Applications and Selection Process

STAFF REPORT

ISSUE STATEMENT

LRAPA has created a new application process on its website to streamline the process for interested individuals to apply for the Budget Committee and to aid Board members in identifying potential candidates.

BACKGROUND INFORMATION

Historically, it has been the responsibility of the LRAPA Board members to identify and bring forward individuals from their respective jurisdictions to serve on the Budget Committee. The committee consists of 18 members, with 9 members from the LRAPA Board and 9 members appointed by the Board.

Recently, a member of the public expressed an interest in joining the Budget Committee. To facilitate this process without directly sharing Board member contact information or requiring the interested individual to reach out to the Board personally, LRAPA, at the direction of the Board Chair, created a Budget Committee application page on its website: <https://www.lrapa.org/air-quality-protection/about-lrapa/public-oversight/budget-committee-application/>

The new application process allows interested individuals to submit their information, background, and qualifications directly to LRAPA. The application is then forwarded to the Executive Director and Administrative Assistant, who share it with the relevant Board members for consideration. Although the individual who initially expressed interest in joining the committee was made aware of this new process, they did not apply.

GOING FORWARD

The new Budget Committee application process serves as a valuable resource for both interested members of the public and Board members seeking to fill vacancies on the committee. By providing a platform for public applications, LRAPA can more directly help in the process of identifying potential candidates and ensure that all interested individuals have an equal opportunity to apply.

It is important to note that Board members are not required to have their identified applicants apply through this process. The online application is primarily intended as an avenue for members of the public who are unknown to the Board to express their interest in joining the Budget Committee.



LRAPA will promote this new resource publicly and within professional networks help identify qualified and committed individuals who can contribute to the Budget Committee's important work. However, Board members should continue to work to directly identify and nominate potential candidates as has been done in the past.

STAFF RECOMMENDATION

This is an informational item, and no formal motion is required. Staff recommends that the Board discuss the new Budget Committee application process and provide any feedback or guidance they may have to improve the process or selection criteria.



Director's Report for March 2024

Meeting Date: April 11, 2024
Department: Director's Office
www.lrapa.org

Agenda Item No. 12
Staff Contact: Travis Knudsen
541-736-1056 ext. 217

March 2024 AQI CHARTS AND STATS:

Site	Date	Max AQI	Pollutant
Eug/Spfld	18-Mar-24	52	PM
Oak	16-Mar-24	55	PM
CottGrv	18-Mar-24	55	PM

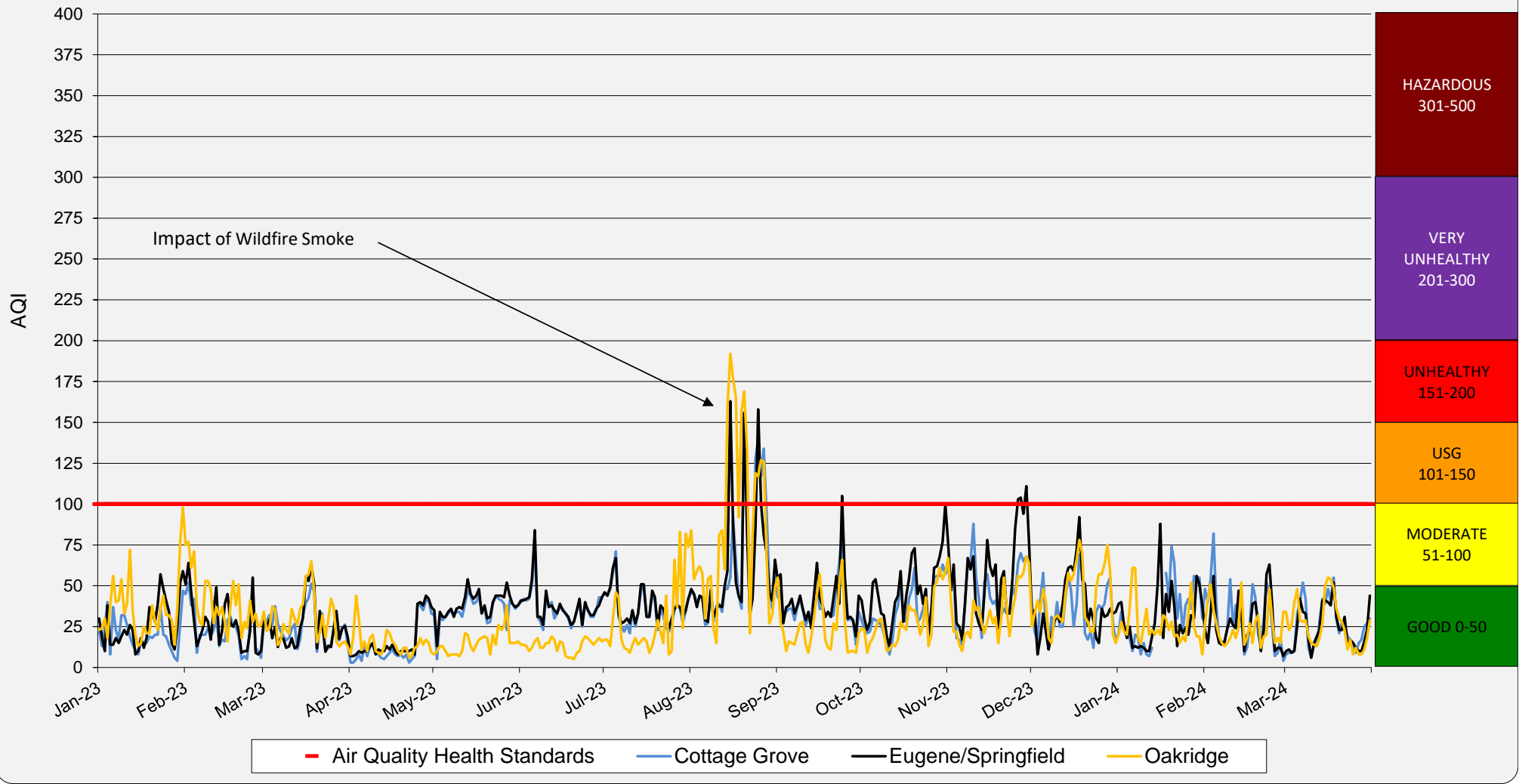
AQI	Eug/Spfld	Oak	CottGrv	AQI Range	PM2.5 Range, ug/m3
Good	30	29	29	0-50	0-12
Moderate	1	2	2	51-100	12.1-35.4
USG	0	0	0	101-150	35.5-55.4
Unhealthy	0	0	0	151-200	55.5-150.4
Very Unhealthy	0	0	0	201-300	150.5-250.4
Hazardous	0	0	0	301-500	250.5-500

Attachment No. 1: Air Quality Index (AQI) charts for Lane County (March 2024)

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

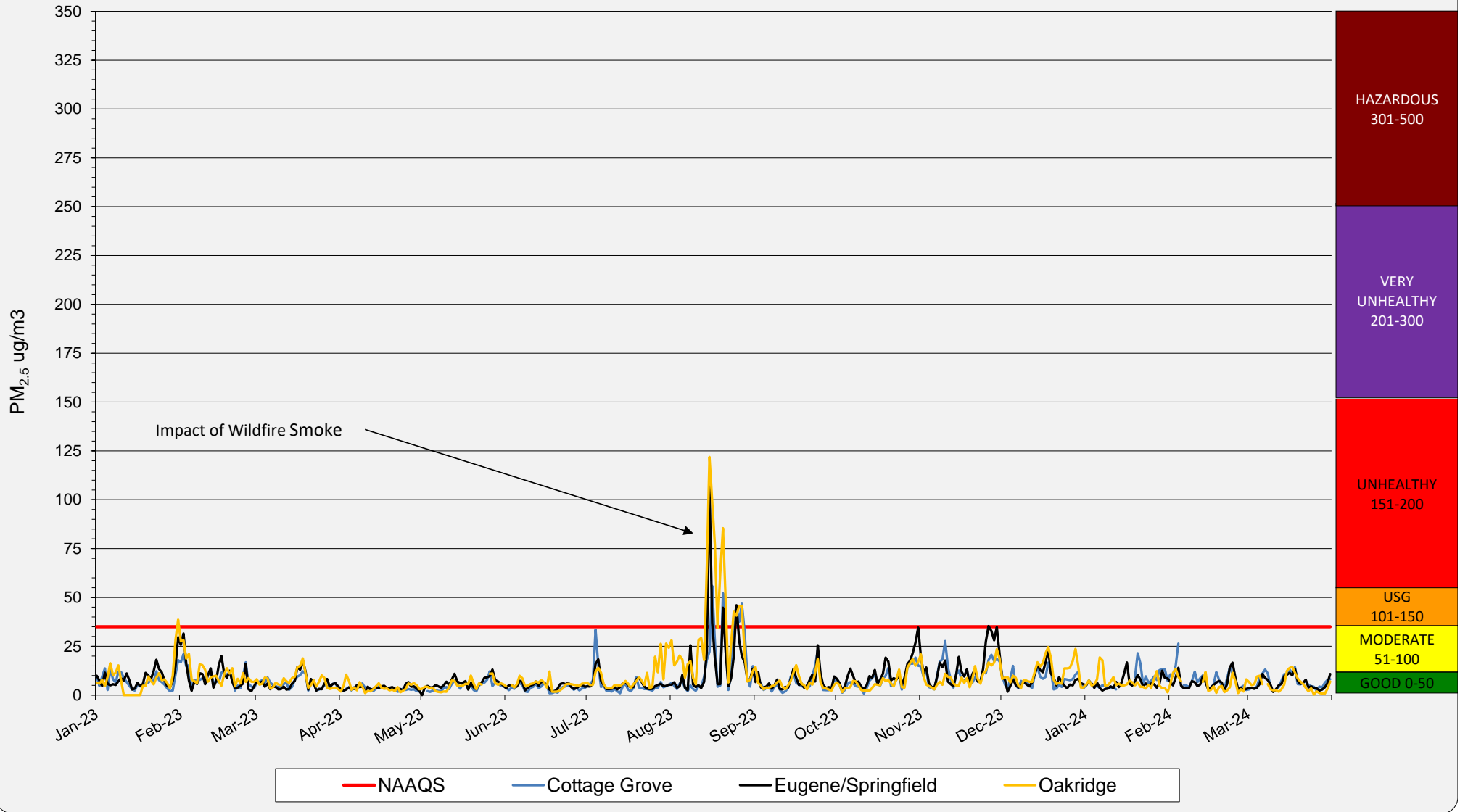
Daily Air Quality Index Chart

This 15-month chart demonstrates the seasonality of the pollutants.



Daily PM2.5 Levels

Daily Sampling, NAAQS Exceedance is Triggered on the 8th High



COMPLAINTS RECEIVED: 3/1/2024 thru 3/31/2024:

Smoke complaints: 41
21 - Outdoor Burning
3 - Home Wood Heating
2 – Recreational Fires
Industry: 7
3 - International Paper (3 under investigation)
4 - Swanson Group
Fugitive Dust
1 – Heather Oak Wood Products
Miscellaneous:
1 – Union Pacific Eugene Yard
1 – Brooks Auto Machine Shop
5 - Unknown
Total: 41

The calendar year 2024 compares to previous years:

Year	2019	2020	2021	2022	2023	*2024
Dust	15	17	26	12	7	1
Ag Burning / Spraying	6	2	7	2	3	0
General Air Quality	12	4	8	1	25	9
Home Wood Heating	128	74	57	67	52	17
Industry	170	100	336	198	97	20
Outdoor Burning	402	423	243	292	254	53
Slash Burning	16	12	10	6	12	0
Miscellaneous	67	59	40	102	72	3
Unknown	39	74	71	45	65	18
Total	855	765	798	725	587	121

* Year-To-Date

NEW/OPEN ENFORCEMENT ACTIONS STATUS REPORT
3/1/2024 to 3/31/2024

NEW: 3/01/2024 -- 3/31/2024: None.

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	0
Notices of Violation with Civil Penalties	37	26	17	24	15	0

* Year-To-Date.

ENFORCEMENT: 3/01/2024 to 3/31/2024

Category of Violation	New	Follow-Up Action	Pending	Closed	Total
Asbestos	-	-	4	-	4
Industrial	-	-	3	-	3
Outdoor Burning	-	-	2	-	2
Fugitive Dust	-	-	-	-	-
Home Wood Heating	-	-	-	-	-
Totals	-	-	9	-	9

The complete enforcement report document is published on LRAPA’s Publication Reports and Factsheets [webpage](#).

OUTDOOR BURNING LETTER PERMITS: 3/01/2024 TO 3/31/2024

There was one Outdoor Burning Letter Permit (OBLP) issued in March 2024.

1. Issued Special Letter Permit 20B24-03-01 on March 20 to Brian Allender, 34977 McKenzie View Drive in Springfield, Oregon, to burn 10 cubic yards of tree limbs and branches relative to land clearing debris located at the same address.

ASBESTOS

ABATEMENT: 3/01/2024 to 3/31/2024

During March, LRAPA received 38 notices of asbestos removal projects, one of which was a school (Fern Ridge Middle School, Elmira).

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
Total Asbestos Abatement Notices	488	439	408	465	466	113
School Asbestos Abatement Notices (NESHAP)	16	25	20	16	17	2
Number of Asbestos Abatements Inspected	94	93	104	115	91	15

* Year-To-Date.

PERMITTING (TITLE V AND ACDP):

- Currently 14 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
New	2	5		7
Renewals	2	16		18
Modifications		6		6
Constructions				
Registrations				
Terminated Permits				
Total Issued Permits Year-to-date	3	12		15

Permits placed on public notice:

Source Name	Reason for Public Notice	Type of Permit
OR-CAL, Inc.	New ACDP	Changing from Simple High to Simple Low ACDP.

Permit backlog:

Permit Type	Total Number of Permits by Type	Number of Permits Extended Administratively	Percentage of Total (%)
Title V	14	0	0%
Standard	26	2	7%
Simple	28	8	29%
Total	68	10	15%

MEDIA INTEREST AND OUTREACH

Media	DATE	MEDIA	REPORTER	TOPIC
Contacts	3/28/2024	Oregon News Service	Eric Tegethoff	Air Quality Awareness Week
	3/28/2024	KVAL	Juliette Smith	Spring Allergy Season
Press Releases	n/a	n/a		

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 March, 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.

2. Internal Efficiency Enhancement

Objective: Streamline internal processes and policies for improved efficiency.

- An internal focus on policies and procedures continues, with staff feedback identifying areas for improvement. The immediate effort is on reviewing and enhancing LRAPA's organizational logic and filing processes to improve information access and reviewability of past efforts and decisions.

3. Pre-Budget Planning

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

- Despite challenges due to executive and financial management changes, LRAPA remains engaged in the budget cycle. The proposed budget is complete, and the agency's engagement with the budget committee is on track to adopt a budget in May or June.

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.

5. Website Redesign

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

- Following the website redesign in September 2022, ongoing improvements include the Citizen Advisory Committee review and enhancement the application page and questions, and the website vendor improving background efficiencies and SEO scores.

6. Community Engagement

Objective: Increase interaction with communities to raise air quality awareness.

- LRAPA continues to engage collaboratively with various stakeholders on soil remediation activities concerning J.H. Baxter in West Eugene. The agency also participated in a [University of Oregon study](#) on wildfire and prescribed fire smoke communication.

7. Collaboration and Partnerships

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

- LRAPA has engaged with Homes for Good and South Willamette Solutions to explore expanding home heating interventions in Oakridge. LRAPA has also been engaged with local partners across Lane County in several regional collaborative groups and committees. March meetings or engagements included participation with the 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 is working with DEQ to strategically engage Oregon legislators on increasing general fund support, focusing on smoke management, administrative aid, and upgrading internal database systems for the 2025 legislative session.

9. Airmetrics Enterprise Evaluation

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

- Following the board's decision in late 2022 and 2023, Airmetrics is in the process of closing remaining operations. LRAPA plans to retain the Airmetrics location for storage during the agency's remodel.

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.

11. Regulatory Engagement

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

- LRAPA participated in the Performance Partnership Agreement meeting between DEQ

and EPA, highlighting the agency's low permitting backlog, grant efforts, and regional climate collaboration. LRAPA also advocated for increased federal support to address the growing number of wildfire smoke intrusions in Lane County.

12. Succession Planning and Staff Training

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

- LRAPA staff have coordinated and prepared the posting for an air quality inspector position that became vacant in mid-March, with the job posting scheduled for early April.

TENTATIVE UPCOMING LRAPA BOARD AGENDA ITEMS

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

May 2024

- Budget Committee Meeting
- Approve FY25 Budget
- Oakridge Air Status Report
- Annual Report Review
- Dashboard Report
- Possible Special Session Executive Director Interviews & hire

June 2024

- Adopt FY25 Budget
- Employee Longevity Recognition
- Review Board Goals (Specific, Measurable)
- Year-end overview of pre-audit financials
- Remodel Update

July 2024

- QR 3 & 4 Financial Update