

LRAPA CITIZENS ADVISORY COMMITTEE (CAC)

AGENDA

2/25/2020

Start promptly at noon, adjourn at 1:00 p.m. or earlier

LRAPA Office, 1010 Main Street, Springfield

- I. Call to Order/Agenda Review – (5 minutes – 12:00)
- II. Public Participation (5 minutes – 12:05)
- III. Board Meeting Overview (5 minutes – 12:10)
- IV. Discussion alternates or proxies for absentee CAC Members (15 minutes - 12:15)
- V. Cleaner Air Spaces Presentation (20 minutes – 12:30)
- VI. Round table (10 minutes -12:50)
- VII. Adjournment 1:00 p.m.

**LANE REGIONAL AIR POLLUTION AUTHORITY
ADVISORY COMMITTEE**

BYLAWS

ARTICLE I

Purpose - Establishment

- I-1. The Board of Directors of the Lane Regional Air Pollution Authority (Board) has established an Advisory Committee (Committee) to advise the Board in matters pertaining to the region, particularly on methods and procedures for the protection of public health and welfare and of property, from the adverse effects of air pollution.

ARTICLE II

Membership

- II-1. The Committee shall consist of at least seven members, but no more than fifteen, as determined by the Board each year. At least one member shall be appointed as a representative of each of the following interests within the region:
- (a) **Public Health Agencies:** Defined as an individual whose principal occupation has been or is now working in the field of public health or they can demonstrate knowledge of public health issues associated with air quality. Public Health is the practice of protecting and improving the health of a community through preventive medicine, health education, control of communicable diseases, application of sanitary measures, and monitoring of environmental hazards.
 - (b) **Agriculture:** Defined as an individual whose principal occupation has been or is now working in the business of cultivating soil, producing crops, or raising livestock or they can demonstrate knowledge of how agricultural practices affect air quality.

- (c) Industry: Defined as an individual who is employed within a facility that is required to obtain a permit issued under LRAPA's rules.
 - (d) Community Planning: Defined as an individual whose principal occupation has been or is now working in the field of community planning or they can demonstrate knowledge of how effective community planning can affect air quality.
 - (e) General Public: Defined as an individual who is interested in air quality in Lane County and does not fit the definitions of other interest groups.
 - (f) Fire Suppression: Defined as an individual whose principal occupation has been or is now working in the field of fire suppression, such as a fire department or an agency with responsibility for fire suppression activities.
- II-2. The goal should be to balance the membership on the Committee by category.
- II-3. Members shall serve for a three-year term and may be reappointed.
- II-4. Members shall be appointed by the Board as vacancies occur on the Committee.
- II-5. Members who miss three consecutive meetings shall be sent a letter requesting a response. If a fourth consecutive meeting is missed with no response, the member will be dismissed from the committee. Upon receipt of a response, it will be the decision of the committee members to discuss or allow the member to remain on the committee.
- II-6. A quorum of the Committee shall be a majority of the number of Committee members approved by the Board immediately before the meeting begins. If a quorum is present, action is taken by a majority vote of the members present.

ARTICLE III

Officers

- III-1. The officers of the Committee shall be a Chairperson and a Vice-Chairperson and such other officers as considered necessary by the Committee with the approval of the Board.
- III-2. The Chairperson shall preside at all meetings of the Committee, plan and superintend the program of the Committee, keep the Board duly informed and carry out its decisions, and perform such other duties as may be designated by the Board.
- III-3. The Vice-Chairperson shall aid the Chairperson in performance of that office's responsibility, and have such further duties as may be designated by the Committee. In the case of the death, resignation, or disability of the Chairperson, the Vice-Chairperson shall perform the duties of the Chairperson for the remainder of the Chairperson's term of disability.
- III-4. The Chairperson shall be considered a voting member.

ARTICLE IV

Meetings

- IV-1. The organizational meeting of the Committee shall be held by March 1 of each year. The Committee shall meet at the discretion of the Board of Directors, the Program Director (Director) or the Chairperson of the Committee.
- IV-2. The time and place of the meeting shall be coordinated with the Director of the Lane Regional Air Pollution Authority.
- IV-3. Action of the meeting of the Committee shall be by a majority of those members present and voting.

ARTICLE V

Compensation and Expenses

- V-1. No salary or compensation for services shall be paid to any member of the Committee, but members may be allowed actual and necessary expenses incurred in the discharge of their duties as allowed by the Board.

ARTICLE VI

Representation of Lane Regional Air Pollution Authority's Position

- VI-1. No officer or member of the Committee shall represent any position or propose legislation to be that of the Lane Regional Air Pollution Authority without the advance approval of the Board.

ARTICLE VII

Minutes and Reports

- VII-1. Minutes shall be kept of all meetings of the Advisory Committee and a copy of the minutes of each meeting shall be delivered promptly to the Board and to each member of the Committee.
- VII-2. By December 1 of each year, the Chairperson shall file with the Director a concise report, summarizing the activities of the current year and the anticipated activities of the ensuing year. The report shall be distributed to the Board.

ARTICLE VIII

Bylaws

- VIII-1. These bylaws may be amended by the Board or by the Committee at any meeting by a majority vote of the members present and voting, with the amendment effective upon the approval of the Board.

ARTICLE IX

Rules and Order

- IX-1. Except as otherwise provided herein, meetings of the Committee shall be conducted in accordance with Robert's Rules of Order (Revised).



SCOPE OF WORK: CLEANER AIR SPACES IN LANE COUNTY WINTER-SPRING 2020

Background and Purpose

Background of client's organization

The Lane Regional Air Protection Agency (LRAPA) is a local air quality agency created in 1968 with the goal to achieve and maintain clean air in Lane County, Oregon. Additional goals of this agency include informing and involving local businesses and citizens in improving air quality as well as working in collaborative partnerships to leverage resources. Oregon's Department of Environmental Quality is responsible for regulating air quality throughout the state, except for Lane County, where responsibilities are delegated to LRAPA. This agency is involved in community planning, development and collaborates with local community and government entities to help achieve the federal Clean Air Act objectives and goals. Member entities include the cities of Eugene, Springfield, Oakridge and Cottage Grove as well as Lane County.

LRAPA consists of 19 full-time staff that work in three areas including compliance operations, permitting, monitoring and data management, public outreach, planning and administration. LRAPA also has a citizen advisory committee, board of directors and budget committee. The board of directors is primarily responsible for strategic direction of the agency and also is largely responsible for determining the organization's policies.

A secondary client in this project is the Lane County Public Health Department. Lane County Public Health is part of Lane County Department of Health & Human Services (DHHS) and is responsible for disseminating public health information. Lane County Public Health also works closely with LRAPA in implementation of the County's policies and programs related to the response to air pollution in Lane County.

Project Purpose

According to projections from the City of Eugene's Climate Action Plan 2.0, wildfires in the area will increase by 400% to 500% by 2040. As these wildfires are projected to be more frequent and severe over the next 20 years, LRAPA and other local agencies are looking to develop resilient responses to natural disasters. Lane County has expressed an interest in developing responses to mitigate the effects

of wildfire smoke and other air pollution events. The development and maintenance of a robust database of cleaner air spaces will assist with these mitigation efforts.

LRAPA's mission is to "to protect public health, quality of life and the environment as a leader and advocate for continuous improvement of air quality in Lane County." Therefore, mitigating the burdens of hazardous air events, including wildfires, on Lane County residents is aligned with the clients' mission. Mitigation strategies also include a focus on public health consequences of air pollution for vulnerable populations during these events. These vulnerable populations include young children, the elderly, the unhoused, individuals with compromised immune systems, those with respiratory conditions, and those of certain socioeconomic statuses. These populations are particularly vulnerable to the effects of fine particulate matter (PM 2.5) from wildfires and other air pollution events. PM 2.5 are fine particles of 2.5 micrometers or smaller, or about 30 times smaller than the diameter of a human hair. According to the EPA, particles of 10 micrometers and smaller can be inhaled into the lungs and may enter the bloodstream, and of these particles, fine particles of 2.5 micrometers or smaller pose the greatest risk to health.

Research Objectives/Questions

Our project consists of 2 primary research questions:

1. What are the associated health and environmental consequences of air pollution in Lane County and surrounding areas in relation to air quality, people displaced due to air pollution events and burden of disease?
2. What are ways LRAPA and Lane County government can mitigate the impact of air pollution on Lane County residents through identified best practice cleaner-air-space policies?

This project will seek to accomplish the following 5 objectives:

1. Review and analyze cleaner air space policies and programs.
2. Assess best practices in the identification and cataloging of cleaner air spaces.
3. Conduct interviews and research to determine the locations of cleaner air spaces in Lane County.
4. Catalogue the features of these spaces (size, capacity, security, quality, air handling systems (HVAC), etc.).
5. Provide recommendations to LRAPA director and board members including: an ideal framework for successful communications, policies necessary for effective use of cleaner air spaces during an air pollution event.

Data Sources

This project will utilize multiple data sources including existing reports, academic research, raw data and interviews. Review of published academic literature and cleaner air space policies will be conducted.

Primary and secondary air quality data will be collected and utilized in creation of project deliverables. Qualitative data collection will include semi-structured interviews with members of client's organization as well as staff from local government entities, including Lane County Public Health. Potential interviewees include LRAPA's staff, director and board members as well as Lane County Public Health's Administrator. Additional interviewees may be local emergency managers, members of the local Red Cross, and other public and nongovernment agencies.

Proposed Tasks

This project has four tentative tasks detailed below. Each task includes deliverables, responsibilities and tentative schedule for completion. These tasks will be completed between January 6, 2020 and June 9, 2020 by a team composed of PPM graduate students including Arron Cobb, Jay Matonte, Eric Burdette and Stanley Ang.

Task 1: Review and analyze cleaner air space policies and programs

Conduct review of literature, both academic and government published, on cleaner air space policies and programs to use as potential case studies. Identify and assess potential best practices in the identification and cataloging of cleaner air spaces.

There are several recognized leaders in this field, notably Ashland (Oregon), Missoula (Montana), and more recently the City of Seattle. A review of the literature published by these jurisdictions, as well as other jurisdictions including relevant international communities (e.g. Australia, China) will be undertaken, as well as a review of relevant academic literature.

Deliverable: Literature Review / Case Studies

Responsibilities: All Group Members (Jay, Arron, Eric, and Stanley), Lead - Eric

Tentative schedule: Draft complete February 28th (End of Week 8 Winter 2020 term)

Task 2: Identify target population and burden of disease

Lane County's vulnerable population to air pollution will be identified with the assistance of LRAPA and Lane County DHHS. These will be presented as de-identified data to provide the client with an idea of the vulnerable community impact. Estimations based on government data of vulnerable population impact will be provided to client that may include health care expenditures related to air pollution (i.e. ER visits for asthma/chronic obstructive pulmonary disease exacerbation).

Deliverable: Included in presentation content.

Responsibilities: Lead - Stanley, Secondary - Jay

Tentative schedule: Draft complete February 28th (End of Week 8 Winter 2020 term)

Task 3: Identify cleaner air spaces using best practices / evaluation criteria

Perform spatial analysis and case studies of appropriate literature that informs decision making, policy structuring, and cleaner air sites/structures. This spatial analysis will utilize publicly available temporal data from PurpleAir (and any other relevant source) to illustrate air quality over time in Lane County.

Decision criteria to evaluate cleaner air sites will be developed from academic and government sources. This spatial analysis will incorporate a robust and replicable methodology so as to facilitate up-to-date air quality measures, as well as transparency and easy interoperability.

Deliverable: Map Figures (tentative)

Responsibilities: All Group Members (Jay, Arron, Eric, Stanley), Lead - Jay

Tentative schedule: Conceptualization/Draft complete February 28th

Task 4: Framework

A framework will be created for LRAPA and Lane County Government that can be utilized to determine when to use cleaner air spaces. This framework may include tentative guidelines to indicate when to open cleaner air spaces, what conditions would keep them open, and who they would target. Creation of this framework will require research from earlier tasks of current cleaner air space policies and programs as well as the documented health risks of increased levels of PM 2.5.

Deliverable: Recommended Policy framework included in final report

Responsibilities: All Group members (Jay, Arron, Eric, Stanley), Lead - Arron

Tentative schedule: Draft due May 1st (End of Week 4 Spring 2020 term)

Use of Deliverables

LRAPA and Lane County can use the research provided the capstone team to assist in preparedness and mitigation of periods of air pollution in Lane County. Deliverables can also be disseminated to Lane County residents through LRAPA and Lane County. For example, an interactive map detailing air quality and location of cleaner air spaces will be vital in providing the client a means of monitoring the burden of air pollution as well as providing local residents a means by which to determine where cleaner air spaces are in Lane County. The recommended policy framework will also provide a cohesive and collaborative approach across multiple stakeholders and entities in regard to the use of cleaner air spaces in Lane County.