

# AGENDA



**LRAPA**  
Lane Regional Air Protection Agency

LANE REGIONAL AIR PROTECTION AGENCY  
MONTHLY BOARD OF DIRECTORS MEETING  
THURSDAY NOVEMBER 12, 2020  
12:15 P.M.

Note Location → VIA ZOOM

*(Note: Start times for agenda items are approximate.)*

1. (12:15 p.m.) CALL TO ORDER
2. (12:15 p.m.) ADJUSTMENTS TO AGENDA
3. (12:20 p.m.) PUBLIC PARTICIPATION (time limited to three minutes per speaker)

**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 deems 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.)

**C. 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.)

**ACTION ITEMS:**

4. (12:30 p.m.) Consent Calendar
  - A. Approval of Minutes of October 8, 2020 Board of Directors Meeting [VIEW MATERAIL](#)  
Approval of Minutes of **October 9, 2020 Special Board of Directors Meeting** [VIEW MATERAIL](#)
  - B. Expense Reports Through October 2020 [VIEW MATERAIL](#)

**REPORTS AND POSSIBLE ACTIONS:**

5. (12:45 p.m.) Advisory Committee [VIEW MATERAIL](#)  
Approve CAC Bylaws
6. (1:00 p.m.) Director's Report of Agency Activities in the Month of October 2020 [VIEW MATERAIL](#)
7. (1:15 p.m.) Budget Updates [VIEW MATERAIL](#)
8. (1:40 p.m.) Succession Planning Update [VIEW MATERAIL](#)

**DISCUSSION:**

9. (2:10 p.m.) Old Business
10. (2:20: p.m.) New Business
11. (2:30 p.m.) Adjournment

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@lrpa.org](mailto:accessibility@lrpa.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 Antidiscriminatoria de LRAPA a [accessibility@lrpa.org](mailto:accessibility@lrpa.org) o llame a la oficina de LRAPA al 541-736-1056.

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**MINUTES**  
**LANE REGIONAL AIR PROTECTION AGENCY**  
**BOARD MEETING**

November 12, 2020

**VIA - ZOOM**

**ATTENDANCE:**

**Board:** Joe Pishioneri – Board Chair - Springfield; Kathy Holston – Vice Chair - Oakridge; Jeannine Parisi - Eugene; Gabrielle Guidero – Springfield; Mysti Frost – Eugene; Betty Taylor – Eugene; Howard Saxion – Eugene; Joe Berney – Lane County

**Absent:** Mike Fleck - Cottage Grove

**Others:** Jim Daniels - CAC Chair; Kurt Hodgen – SGR; Peter Dragovich, general public (no participation)

**Staff:** Merlyn Hough; Debby Wineinger; Nasser Mirhosseyni; Colleen Wagstaff; Lance Giles; Travis Knudson; Max Hueftle; Kelly Conlon; Katie Eagleson; Beth Erickson

1. **OPENING:** Pishioneri called the meeting to order at 12:23 p.m.

2. **ADJUSTMENTS TO AGENDA: None**

3. **PUBLIC PARTIPATION: None**

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 deems 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. ACTION ITEMS:

##### Consent Calendar:

- A. Approval of Minutes October 8, 2020 Board of Directors Regular meeting and October 9, 2020 Special Board Meeting
- B. Approval of Expense Report for through October 2020

**MOTION: Berney MOVED to approve the Consent Calendar; Guidero SECONDED THE MOTION. VOTE ON MOTION: UNANIMOUS**

#### 5. ADVISORY COMMITTEE:

**Jim Daniels** said Merlyn Hough checked with legal counsel regarding the proxy voting question. It turns out that it is not allowed, as we are a public entity. The legal opinion will conclude the proxy voting discussion as well as conclude changes to the bylaws.

He also noted that in the packets, there is a brochure from the Spokane Clean Air Agency giving advice for alternatives to outdoor burning. The CAC is proposing to draft a version for LRAPA. A subcommittee of the CAC can draft a LRAPA brochure and bring it to the Board at a later time when the draft is ready. We did a second try at an in person, safely distanced meeting, but was not well attended. The weather has changed, so we will be back to Zoom meetings for November.

#### 6. DIRECTOR'S REPORT OF AGENCY ACTIVITIES IN THE MONTH OF OCTOBER 2020:

**Hough** said the information in the first part recaps some of the particulate matter levels that we experienced in September, and October. We did have one day in the orange category in late October in Oakridge. But other than that, it's well behaved compared to what we experienced in September with wildfire impacts. Late September and October were more normal stagnant air and cold temperatures, and the home wood heating emissions, were barely up into the orange category.

You are used to seeing a lot of national issues being discussed. That will continue with the change in administration. One thing I did do is expand the schedule by one year to give a full year looking ahead, so you can see the usual things that come up over a typical year. For example, the quarterly reporting by Good Company on The Oakridge Air Project. When it's time to decide on a Chair and Vice Chair for the board the dashboard reports in April and October might be helpful during the transition just to let everyone see that far ahead.

**Knudsen** said they had a public meeting for Oakridge Air in Oakridge at the end of October and it was pretty successful. Sort of a hybrid approach where it was all online, but we did have an opportunity to use the Willamette Activity Center in Oakridge for people to see a projection and have audio. We did have one person take advantage of that, with most people choosing to

participate online. They talked about the health impacts of smoke and the Oakridge Air program and all the work that will be done in Oakridge over the next few years. They tied in the smoke response plan of how Oakridge will respond to smoke moving into the community, as well as discussion about firewise, and trying to make Oakridge a firewise community to help guard against wildfires, as we've seen it can be very devastating to a community.

**Parisi said** she was clicking through the Cleaner Air Oregon information on the web pages, which has a lot of detailed information. She thinks it's a great public resource, especially when she thinks about the feedback that was received from Lisa Arkin of Beyond Toxics and wanting to have a better public view to that information. She asked if at a future meeting, when other people get a chance to look at it, maybe somebody can walk them through some of those tabs, because it's pretty complicated. If someone were to ask her a question, she would know the difference between the emission inventory sheet and the next sheet. She could provide some basic information about where to find things and what the information means to the general public. It might be nice to have a 10-minute tutorial about what information is available to the public. **Frost** agreed it would be very helpful. **Hough** said Max Hueftle and Travis Knudsen have the most fingerprints on that. They would be the obvious staff to walk through website information at the right time.

**Hough** said it has been a particularly busy time with the wildfires in September. A lot of the activities have been focused around that, and Cleaner Air Oregon. He appreciated Jeannine pointing out all the work that's been put into both. With the wildfires that we had and the special Board meeting on the ash and debris cleanup. There's been a lot of focus on getting that information out, answering folks' questions and making sure there's as much clarity as possible. It has been very challenging.

**Parisi** asked if there was a no-burning day or two this past month during those super cold days? How did it go up in Oakridge in terms of response to that?

**Knudsen** said we had two "Red" days in Oakridge at the end of October, and "Yellow" days on the same days in the Eugene-Springfield area. One of the days that was a Red day was the same day we had our public meeting up in Oakridge. So, we expected that we might see a little bit of pushback when people brought that up during the meeting, but that did not come up. Red days, in Oakridge specifically, is really communication about the health aspects as to the reason behind calling a Red day and trying to make it very clear to people that the restriction on smoke emissions is a benefit to the community by keeping people healthier. He thinks that they are starting to see a little bit of success in that messaging. **Holston** agreed with Travis's assessment. Focusing on the health aspect has made a huge difference with the conversation in Oakridge. It quickly shuts down any complaining when someone who has health issues because they now have an air filter, you're a little more aware of what's going on and it has really helped to raise the level of the conversation.

**Parisi** asked about the wildfire work LRAPA is doing on the debris cleanup. Did LRAPA expect to have any FEMA reimbursement for it? Or is that just part of the LRAPA mission and

that's work that you need to do regardless? **Hough** said it is just work that we contribute to the overall effort. **Knudsen** said his understanding was ODOT will be the facilitator of those contracts, because ODOT is an agency with is much more accustomed to multiple contracts to accomplish the same project. They're fronting the effort. There was a meeting and it was hopeful that by early January, we start to see some boots on the ground in communities in Oregon, the tentative date or the optimistic dates from conversations I've heard is early 2021.

**Frost** said she is involved with several emergency preparedness and evacuation groups. There has been a lot of conversations about helping people get rid of the fuel around their properties. We've had conversations about picking up debris. These groups are going to want to talk about also playing a role in helping people find alternatives to burning the fuel. **Hough** noted that the Citizens Advisory Committee has been spending a few meetings discussing this and the brochure that Jim Daniels mentioned is what Spokane is doing and is viewed as an example of something we might expand on for our area. As far as county wide, Oregon Department of Forestry, is the agency probably doing the most outreach on making homes fire safe. But there's very important conversations taking place along this front.

## 7. BUDGET UPDATES:

**Hough** said this is general discussion regarding budget updates we've committed to providing due to the COVID situation. This is a key time because it's in preparation for the dues requests to our local partners. This report focuses on a third of the budget that's general fund related, it's either local, state, or federal funds. These are the funds that we have available to do all the kinds of things with home heating programs, outdoor burning programs, the alternatives, and the asbestos program that is not covered directly by notification fees. That type of work is some of the most critical work LRAPA does in order to attain and maintain national health standards, which has the result of not only protecting public health, but also providing flexibility for economic development. So, what this does is reminds folks of the importance of the match. We have to match state general funds with local funds. And some of the history is in the staff report.

**Parisi** said she understands the local match issue, which sounds like it has a couple more hurdles to go through and you'd get another \$125,000.00 a year. And then we would need a local match to recover that entire amount. We would need another \$125,000.00 from our local partners, is that correct? The total in additional resources to the agency, which then if you're going to come back in December with a recommendation, I'd be curious how those resources would be prioritized. In terms of what would we do differently with the new FTE? it seems like a big challenge to me to get from 47 cents per capita to 71 cents, that's a 30% increase we'd be asking from our local partners. That feels like a stretch.

**Berney** wanted to underscore Jeanine's remarks. This may be news, but we're in a recession right now. Every municipality is feeling it. We really haven't even dealt with the level of cuts. I can speak for the county. Ironically, we're dipping into reserves right now. We're dipping into reserves to add rural enforcement because that's almost nil. In terms of the ability to respond, we're dipping into reserves as it relates to helping victims of the wildfires. I just can't imagine

this being the context for asking municipalities, and that's just the county, but asking municipalities to pay more. When we're in a recession to recover from a recession that occurred 10 years ago. It's just like Jeanine said, it's a difficult context to make the leap.

**Hough** said \$125,000.00 per year is correct. \$250,000.00 per biennium. So that would be \$250,000.00 per year, as far as what those dollars would be used for, we responded to those based on previous staff reports and Board discussions in recent years. Also, in the attachment, it is summarized what they understand LRAPA would do with those dollars. Staff is not suggesting that we jump to 71 cents, He just wanted to do the math for you, that's where we need to be if the full amount was approved. At this point, we don't know if anything will be approved, if the full amount will be approved, or if there'll be something in between. But he just wanted to do this to reinforce the importance of the match that's required for local and state funds. As far as getting the sense of the Board, it's the question we had last year whether to freeze the previous year or two. Implement the 10-year, the difference was basically the 4%. Add on not just CPI and population, which is the normal adjustment, but the 4%. That's part of the 10-year plan. I certainly don't want staff and the Board to be on different pages when we have that conversation. So, before we do the details, that's the initial question. Ultimately, if successful, there would be that 71-cent target to try to move towards, and reserves might be good bridge funding to help do that over multiple years when hopefully things are back to a healthier level.

**Pishioneri** said there's maybe one or two here that were on the Board at the time this plan was developed. The plan may not be based on today's reality and last year's reality and he didn't think that the plan is applicable, nor does it seem to work. He can tell you that the city's woes are much more dire than the county's. If everything goes as projected even with cost saving measures, the City of Springfield reserves may be at net zero in about four years. There's going to have to be some significant plan change and he can tell you that LRAPA will be very low on the list of bills to pay. He thinks that they need to look at the plan and may need to create a new plan, and possible Board action. He doesn't like the mantra of saying, we were making this much money back in 2005, and we need to have a plan to be able to collect that much money in 2020. He understands the money match. It makes sense, to him it's an investment, a high return on investment, 100%. But he thinks it definitely warrants a relook and a Board action to get rid of that plan and create a new one that is applicable to today's reality.

**Taylor** said LRAPA needs to plan meetings to explain to the various governments, what it is that LRAPA does for them and for the community as a whole. She thinks it's time for public relations to explain to various governmental bodies what LRAPA is doing for all of us.

**Holston** said Betty Taylor's statement should be taken into consideration. However, she thinks it also signifies what the real issue is here. Many of our communities are hitting a huge deficit. Oakridge has no reserves; she is looking at what to do about fire and police? Do I close my library? While we certainly understand the importance of LRAPA, we need to take a commonsense approach to this. While she certainly wouldn't want to say we're not going to pay our dues; she would be hard pressed to ask her community to increase dues at a time when they may lose a fire department or a police department or a library. we need to create a plan that is

much more reflective of the fiscal challenges we're facing right now and will continue to face for the next probably four to five years. With COVID, we need to get back into the groove, is a much better way to go. Because public relations wise, she can tell you she couldn't sell it. In fact, she probably wouldn't even try to sell it.

**Saxion** said he would endorse what everyone has said. He thinks it is very important to make the case for LRAPA and also, to explain the ramifications if LRAPA went out of business, so to speak. What would it mean if DEQ had to take over air quality programs in Lane County? People have asked him why we need LRAPA when you have the state and the fact that LRAPA is unique, as it's the only local air pollution agency in Oregon. He thinks it is very important, especially as our local governments are having a rather difficult time. Merlyn and staff need to make the case for LRAPA.

**Frost** wanted to caution throwing an entire plan out, perhaps make changes instead of throwing an entire plan out. Has LRAPA found other funding resources, other grants, possibly through FEMA, and fire related relief from the federal government? We have something very special here that needs to be preserved even during the hard times.

**Hough** said as far as services for the local area, implementing local ordinances without LRAPA, such as home wood heating, which isn't an LRAPA ordinance. Those are city and county ordinances that we implement on their behalf. We've estimated how much resources it takes to implement those local ordinances and do the complaint response related to them and it is about \$300,000.00 per year. When you look at it in those terms, it's a value to the community just on dollars and cents and besides the increased service level, in addition, LRAPA has the expanded air monitoring that people seem to appreciate more and more. We are pursuing other grants and we've been remarkably successful in doing that.

**Holston** said she just wanted to make sure that you know, you're all preaching to the choir. We all know the importance of what LRAPA is doing. And we all agree that this is an important thing. But the bottom line here is the communities themselves and what they can and cannot afford. Oakridge is the poor stepchild of Lane County. We've got a lot of money coming to us. The community appreciates that, but you cannot squeeze blood out of a turnip. She appreciates everyone taking the commonsense approach of looking at individual communities, and our county Our fiscal responsibility is as important as running the flag up the pole and saying, look how good we are. She didn't mean to be argumentative about this, and was not trying to be at all, but wanted them to keep our feet on the ground. Make sure that we're really looking at the reality of it, because our constituents, and I know that you're not all elected officials, but our constituents actually rely on us to translate that feet on the ground, to the cloud in the sky kind of thing that says where is the common sense approach, and we represent them. She is sure we'll have some really good healthy discussions in the future about this and was looking forward to it. She is sure we'll come up with a plan that really works.



## 8. SUCCESSION PLANNING UPDATE:

**Kurt Hodgen** said as far as he knows, we are good to go with the brochure. I don't know if you got it yet, because he was late sending it out. But he did send to Nasser and Travis. He thought he sent it to all of the Board and the new schedule for the project, which puts us at starting interviews the end of the first week of February, Monday the 8<sup>th</sup>. We can repost in locations that we posted before. He didn't know if possibly anyone had suggestions on any other locations, they could think of that we could try to hit that maybe would generate some interest. But we'll go back to the same ones that we used before. He will certainly reach back out to the two national associations. He has about five people, at this point in time, that are waiting for him to tell them that the position has been reposted. There is a mix of experience among that group. He already feels a little bit better about where we will be versus where we were a month or so ago. He also thinks the outstanding issue is the pay range. Where do you want to go with that? It was really hard to find comparable positions. What he started doing was looking at different director level positions in some of the communities in Oregon, Public Works, Director positions, and so forth. And he thinks the number he gave at the last meeting, the mid to high \$130,000.00 range will probably help make the position a little more attractive. That is the recommendation he would make at this point.

**Parisi** asked what the salary range is currently. Did it top out at \$120,000.00 or \$125,000.00?

**Kurt Hodgen** said it topped out at about \$125,000.00. He suggested \$135,000.00 as the high end of the range.

**Parisi** also asked if the deadline for first review of applications is Friday, December 18? Does that mean that's when it closes? Or do you leave it open until filled? **Kurt Hodgen** said they leave positions open until filled unless you all specify a drop-dead date.

**Saxion** asked if LRAPA was providing any relocation assistance as far as moving expenses? That could be a detriment if we're not able to find someone locally. **Kurt Hodgen** said it varies from location to location. We have clients that do provide relocation expenses, we have some that don't but do other things as part of the overall package to try to reduce the impact on someone. **Hough** said LRAPA has provided relocation expenses for staff in the past. **Saxion** thought if LRAPA has provided relocation assistance to staff, it seems like we ought to put that in the description, which would be negotiable. **Guidero** said it seems like relocation services are likely to be offered in an area with a better cost of living. Relocation compensation is less likely to be offered in areas with a better cost of living. **Kurt Hodgen** said it depends on how far away the candidates are coming from. If they're coming all the way from the east coast to the west coast it would take them awhile to make up for that cost of living difference. They did note the cost of living this time in the brochure. It gives you some bargaining room when you're negotiating the salary, you're also coming into a great lifestyle area, beautiful scenery, beautiful amenities, which is a little bit to bargain with. He would expect that you won't find yourself negotiating with people whose starting point is going to be the top end of your salary range. He thinks it's going to be more about them knowing that there's a little bit of room for them to grow.

**Holston** agreed and said as an example, here in Oakridge, obviously, we're small and tiny and broke. But that's okay. I'm City Administrator. We recruited and hired from the east coast. While the individual knew that the compensation would be less than what they could get someplace else, we were willing to foot the bill for moving here. Getting his furniture and all that stuff here, knowing it would be a one-time cost, we could afford that as opposed to a higher salary, which would be spread out over the lifetime of when they were here.

**Taylor** said she has been involved in hiring a few Directors and is sure that at least one took a salary cut to come here. She thinks it's a privilege to live in this area and some people would give anything to get out of where they are. She thinks that most CEOs are way overpaid compared to what other people are being paid and most people in Eugene, Springfield area, are not making a lot of money. You can live here for a lot less than in San Francisco, Seattle, New York, or lots of places.

**Berney** assumed when Gabrielle talked about a better cost of living, you're referring to a lower cost and a higher quality of life. He personally doesn't want to include in the offering to commit to pay for relocation services. He would rather leave as much as possible to be negotiated if we identify the right person.

**Pishioneri** said Joe Berney stole the words out of his mouth. He supports bumping the salary up to a 10 or 12 or 15 grand ceiling? It will let them know that we're willing to pay higher to get a higher quality person or to get more people interested. That makes complete sense to him and he has no problem with that. There's no commitment anyway. Secondly, he agrees to have a topic of compensation negotiations. Makes a lot of sense, because the person that wants to move here may turn right around and say, I'll be willing to start at 110 if you pay for my moving as well, so let's start at 105. I'll pay for moving but it's going to cost you 105 for the next how many years which we could have saved money by negotiating a move with a lesser annual salary. It makes sense to go in and not close any doors behind us.

**Parisi** felt less anxiety after reading Merlyn's suggestion to have a Deputy Director on Board, to be available when this new person comes on and his availability to stay for three days a week. If that time felt too compressed, she would be open to extending it, but it sounds like you've built in those contingencies and we're good.

**Kurt Hodgen** agreed and after reading through Merlyn's report he thinks that puts you in a good place over the next few months. If we have to extend a couple of weeks for whatever reason, you may feel comfortable letting Merlyn go on into his retirement and let your Deputy Director take care of things for a couple weeks. But in any event, he thinks the schedule allows for all of those contingencies and gives whoever the Deputy Director is some job developments, growth and experience that's going to help him or her.

**Pishioneri** said he may have missed something and asked if we now have created a position of Deputy Director. **Merlyn** said that is correct. This would be a reclassification of an existing position. **Pishioneri** commented that it was an acting in capacity position.

There was a consensus from the Board to hold a December 30, 2020 *“Special”* meeting with one agenda item only (normally no meetings in December), to continue the recruitment discussion and to start on track with the timeline.

## 9. OLD BUSINESS – None

## 10. NEW BUSINESS:

**Holston** said one of the things they just did in Oakridge was reinstitute their yard debris program. Once a month, citizens can, after having purchased the permit to help defray costs, take their yard debris to a designated place in our industrial park where we're accumulating it. We've rented a bowl chipper from Portland, that's the closest we can get it and it cost us about \$8,000.00 to rent. They are in the process of talking to the County about the County perhaps, purchasing a bowl chipper that could be used by the rural communities on a rotating basis. If we knew what the schedule is, for example, June, it'll be in Oakridge, July, it'll be in Cottage Grove. What she is asking of the Board is, if it becomes necessary, and it probably would be, is if we could get a letter of support from the Board and possibly even considering talking to the County about helping them with the cost. She didn't have all the details on it but wanted to bring it before the Board. Just to let them know that this is an ongoing conversation. She may be preempting the City Administrator a bit because he's in discussions with the county, but just a heads up.

**Pishioneri** said that was a good idea and let's explore it. He has brought up a chipper multiple times to help minimize some of those backyard burns and whatnot. He thinks we can do this as a partnership.

**Parisi** wanted to remind everyone again that it would be helpful to have an overview on the Cleaner Air information posted on the website at a future meeting.

**NOTE: The Special December 30, 2020 meeting and regular January 14, 2021 meeting will be held via Zoom – details to follow**

The meeting adjourned at 1:58 p.m.

Respectfully submitted,

Debby Wineinger  
Recording Secretary