



Meeting Vita

Location: Yakima City Hall
 City Council Chambers

Time: 2:00 p.m

**BOARD OF DIRECTORS
 BOARD MEETING MINUTES
 DECEMBER 13, 2007**

1. **Tom Gasseling, Chair**, called the Meeting to order at 2:00 p.m.
2. **Clerk of Board – Roll Call** There was a quorum.

PRESENT WERE:	
BOARD MEMBERS: Tom Gasseling, Member-at-Large, Chair Bob Jones, Small Cities Rep., Vice-Chair Rand Elliott, County Commissioner Mike Leita, County Commissioner Bill Lover, Large City Rep	STAFF: Gary Pruitt, YRCAA Director Patty Walker, Clerk of the Board Staff, Engineering Staff, Fiscal Manager Staff, Public Information Officer
LEGAL COUNSEL: Gary Cuillier, Board Counsel	VISITORS: Jim Dyjak, Citizen Larry Fendell, Citizen
ABSENT: Allen Schmid, Alternate, Small Cities Rep Neil McClure, Alternate, Large City Rep Ron Gamache, Alternate, Co Commissioner	MEDIA: Mike Brown, YPAC

3. **Additions and Deletions to Agenda** – Chair asked if there were any additions or deletions to the Agenda. There were none.
4. **Public Comment**
 Chair, Tom Gasseling asked if there were any public comments. There were none.
 - 5.1 By consent, approve Minutes of November 8, 2007 Board Meeting.
 - 5.2 By consent, accept and file YRCAA Calendar of Meetings.
 - 5.3 By consent accept and file YRCAA November, 2007 Activities.
 - 5.4 By consent, approve and file transmittal of December fiscal vouchers in the amount of \$95,673.40.
 - 5.5 By consent, accept and file November Air Quality Data.
 - 5.6 By consent, approve and file Local Assessment Status Report for 2007.
 - 5.7 By consent, approve and file 2008 Board Meeting dates.
 - 5.8 By consent, approve and file 2008 Holiday Schedule, per Resolution 2007-18.
 - 5.9 By consent approve and file disbursement of Merit / Performance Incentive Pay for 2007.

Bob Jones moved to approve Consent Agenda items 5.1 thru 5.9. Rand Elliot, seconded.
 Consent Agenda items were approved.

REGULAR AGENDA

6. **Administrative Code Part B – Section 9 Personnel Policies**

Gary Pruitt, Executive Director, asked the Board to bring back to the table the Administrative Code Part B, Section 9, Personnel Policies, and approve this portion of the Administrative Code Part B. The Code was discussed in detail during the Study Session.

Tom Gasseling questioned if an employee can donate up to 25% of their leave to another employee and gave the scenario of an employee using all of their leave and having a situation when they need leave and do not have any left. He understood the need for the Director's approval. Staff advised that it was allowed by law.

Gary Pruitt, asked Board to approve the Administrative Code with the addition of the statement for disciplinary action per Board recommendation.

Bill Lover moved to approve Administrative Code Part B, Section 9 per Resolution 2007-15. Mike Leita, seconded. Board approved Administrative Code Part B, Section 9.

7. **Accept Public Information Report**

Dave Caprile, Public Information Officer, reported on activities, meetings and contacts made on behalf of the Yakima Regional Clean Air Authority. Staff reported that three non-certified wood stoves have been changed out under the program, and an additional eight to be completed. There were 26 inquiries about the program in November. Staff noted that interest is being generated through partners in the program and media contacts. Staff reported that partners have contributed 25 to 27% matching funds.

Other important information given follows:

- √ YPAC is showing the DVD at 2:30 p.m., or 10:30 p.m. on wood stoves and wood smoke.
- √ Programs in Idaho to reduce asthma, and Spokane to reduce tail-pipe emissions through their anti-idling campaign.
- √ Northwest Air Quality Communicators Group meeting discussion on Puget Sound Clean Air propose rule change to ban land clearing in King, Pierce and Snohomish Counties. A wood stove demonstration trailer and literature available for use by local air authorities. We can use it without charge to demonstrate the difference in a certified, non-certified wood stove and propane. (Board discussed and wondered if it could be used during the fair to make it available to a larger community base.)

8. **Accept Engineering/Planning Division Report**

Hasan Tahat, Engineering and Planning Division Supervisor, reported on the Speciation Monitor. Ten samples have been collected and sent for analysis. Four burn bans have been called. Samples from the Speciation Monitor were collected during two of those events. Results of the analysis should be available by the January Board Meeting. We had one exceedance in the month of November of the new Air Quality Standards. Emphasis during the winter months will continue to keep emissions down.

Staff reported on the Wood Smoke Group has completed their report and has submitted it to the Governor. Staff has not received a copy of the final report as yet. Will keep Board advised on progress. Staff provided Board with a graph of emissions from wood burning devices in the State of Washington. There was discussion by Board on number of wood burning devices in Yakima County. There was discussion on programs to reduce PM2.5 emissions. Board and Staff discussed the possibility of opening the current program to replace wood burning devices to other people rather than just those located in the target areas of Yakima, Selah and Union Gap. Staff is taking names to be considered to be able to participate at the end of the program. Staff reminded Board of the Woodstove Buy Back program that is conducted during the spring which will give an opportunity for others to participate also.

9. **Accept Financial Report**

Lyne Monroe, Fiscal Program Manager reported to Board that YRCAA has everything in place to begin issuing vouchers in-house in January, 2008. YRCAA will be using Quick Books accounting software. Things are in place with the Treasurer and are prepared for January. Staff reported that the Agency will issue vouchers twice monthly during the first and third weeks of the month. Transactions will be approved at the next Board Meeting per Administrative Code B, Section 10, Budget and accounting.

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Staff gave Board a copy of a current Budget Verification of Accounts from the Treasurer. Staff will be providing one that is similar. Board requested another column to reflect percentage of budget expected.

10. Accept Director's Report

Gary Pruitt, Director reported on the following topics:

Legislative Update – A state bill is being requested that would amend RCW 70.94.151 to authorize and require reporting of greenhouse gasses for both stationary and on-road sources. This could possibly affect the City of Yakima and the Yakima School District. At this time Staff does not have a position on this proposal. It is climate change, rather than air quality. Staff said there would be time to comment when it goes through the public comment period. There was discussion by Board and Staff. Board feels Staff should be proactive due to the implication on the City of Yakima and Yakima School District. Mike Leita, suggested staff contact the State Legislature concerning this issue.

Staff will send a letter to our Federal Legislatures regarding the marine Vessel Emissions Reduction Act with Board approval. It would require both foreign and domestic ships to use cleaner burning low-sulfur fuel. There were questions regarding the use of fuel. Mike Leita described bunker oil and how toxic it can be. Board is in support.

Wood Smoke Compliance – Staff reported that overall, compliance has been good during sixteen days of curtailment in November, two of which exceeded the federal PM2.5 standard. Response to complaints and patrols found several violations, all of which were addressed without enforcement action.

(Not on written report) Report on meeting with Mr. Sam Pace, Director, Realtors Group and member of the Wood Smoke Group. Mr. Pace met with Staff to discuss issues regarding proposed requirements to make it mandatory to remove an uncertified woodstove prior to sale of property. Mr. Pace is not in favor of the mandatory removal, but is agreeable to add on the Disclosure Statements that the house has an “uncertified woodstove” at time of sale. Mr. Pace made suggestions of other people to be in partner with to spread the word about PM2.5.

11. Other Business

Election of Officers – postponed to the February, 2008 Board Meeting. There was discussion and concurrence of Board Members to have one Commissioner and a citizen representing the other Commissioner for this Board. This will allow the Commissioners an opportunity to appoint their second representative. Other Board Members will not know if they will be appointed as the Large and Small City representatives until 2008. Election of Chair and Vice-Chair will be brought to the Board in February, 2008.

12. Adjournment

Bob Jones moved to adjourn. Mike Leita, seconded. Meeting adjourned at 3:00 P.M.

Tom Gasseling, Chair

Audio cd of this meeting is available at the YRCAA for review.
Minutes submitted to Board for approval January 10, 2008.

Patty Walker, Clerk of the Board