

**Date:** January 19, 2012  
**To:** Board of Directors  
Puget Sound Clean Air Agency  
**Subject:** Executive Director's Report

Honorable Members:

Here are some of the important things we've accomplished in cleaning the air and protecting the climate over the last month.

### **AIR QUALITY**

*Achieving Clean Air Health Standards* – The Tacoma-Pierce County Clean Air Task Force finalized its fine particle reduction recommendations at the end of December. There was Task Force consensus for the recommendations to enhance burn ban enforcement and to remove uncertified wood burning devices by a certain date. There was not full consensus for the recommendation to register wood burning devices, with three Task Force members opposed. We will be reviewing these recommendations, hearing public input, and discussing next steps at your meeting. As part of our continuing outreach effort, we are distributing the Task Force's final recommendations to the more than 600 individuals who provided input last fall on the draft recommendations, and notifying them of the opportunity to provide input at your meeting. We are also working to update local partners, connecting with area news media, and advertising in The (Tacoma) News Tribune. You'll find a more detailed memo in your packet.

In addition, the House Environment (January 17) and Senate Environment Committee (January 20) scheduled hearings on legislation that authorizes the agency to use the strategies recommended by the Task Force, should the board accept the recommendations and decide to proceed with the strategies. We'll provide you an update after those hearings.

*Reducing Wood Smoke in Our Communities* – The Agency called its third burn ban of this heating season on January 11. As usual we worked through media partners, our subscriber network, and social media to get the word out. Agency forecasters have been reaching out to local weather forecasters and the National Weather Service to raise knowledge and awareness of air stagnation events and burn bans. We continued our burn ban enforcement pilot in the nonattainment area. The ban was called off on Saturday, January 14.

*Reducing Emissions through Cleaner Transportation* – The third of three repowered locomotives was delivered to Tacoma Rail on November 30, 2011. On December 15, 2011, Tacoma Rail completed the installation of efficiency-enhancing lubrication stick technology on the three repowered locomotives and five additional switcher locomotives. Installing the track friction-reducing lube sticks on eight locomotives and replacing 1960's-vintage engines with state-of-the-art engines on the three replacement locomotives will reduce annual particulate emissions by 2 tons in the Tacoma Pierce County PM<sub>2.5</sub> nonattainment area. Tacoma Rail has postponed the

project completion press event until February or March of 2012. The project was funded by an EPA Diesel Emission Reduction Act (DERA) grant to the Agency.

The Harley Marine *Eagle* tugboat repower project, funded by a 2011 EPA DERA grant to the Agency, was launched in December. Harley Marine is preparing to conduct a competitive bidding process to hire a consultant or consultants to repower the main and auxiliary engines of the *Eagle* tugboat. The tug operates primarily out of the Port of Tacoma and replacing its engines will greatly reduce its emissions, which largely occur within the Tacoma-Pierce County PM<sub>2.5</sub> nonattainment area.

In December the final retrofits under the Cargo Handling Equipment Retrofit and Replacement DERA grant from EPA were installed at the Washington United Terminal at the Port of Tacoma. To-date we have completed 65 diesel oxidation catalyst (DOC) retrofits on cargo-handling equipment (CHE), providing a 25% reduction in diesel particulate emissions from this equipment; and 35 diesel particulate filter (DPF) retrofits, providing at least an 85% reduction in diesel particulate emissions. We estimate the annual emission reduction achieved to-date is approximately 4.7 tons. The final component of this DERA grant is a partial subsidy for a terminal to retire 14 old CHEs early and replace them with 10 new and significantly cleaner CHEs; those replacements are expected to be completed by the end of January.

Much of the Clean Cities American Recovery and Reinvestment Act \$15M grant work is still wrapping up, and we are preparing quarterly progress and spending reports due to the Department of Energy in January. Although the majority of the projects will conclude by March 31, the SeaTac Airport ground support electrification project is expected to continue for an extended period.

The Clean Cities Coalition will begin its three-year strategic planning exercise in mid-February. The Steering Committee members, along with other fleets and industry representatives, will participate in this work, and align the future direction of Coalition activity with the goals of the National Clean Cities Program and the Agency Strategic Plan. The schedule of 2012 Coalition events will be published on the Coalition web-site in late January. A new marketing intern (funded by a DOE intern grant), Olga Kachook, began working 15 hours per week for the Coalition in mid-January. She is working on website optimization (both Coalition and Evergreen Fleets), social media, and fleet outreach.

*Informing the Public about Air Quality* – All of our Agency-operated air monitors met quality control, performance audit, and completeness criteria in the third quarter of 2011.

The January edition of *Clean Air Newslines* was published December 16. You can view the edition online at: <http://bit.ly/x4IplQ>. To subscribe to the newsletter, visit: <http://bit.ly/pJ6meX>.

## **COMPLIANCE-LEGAL**

*Contracts Training* – During January, Jennifer Dold, the Agency's attorney, conducted a contracts training session for a variety of staff involved in contracting processes. This included project managers, finance staff, and administrative staff. The purpose of the training was to help project managers more effectively plan and implement their projects, review the Agency's purchasing policies and procedures, and review best practices related to contract management. In a

continuous improvement effort, we are also reviewing the Agency's contract processing forms and procedures, and will make revisions to update them and make them more user-friendly and efficient.

*Environmental Justice* – In efforts to build Agency-wide capacity around diversity, inclusion and environmental justice, the management team kicked off the new year with discussions at our first Principles Seminar conducted by Tania Park. All staff will participate in small-group sessions throughout January, with a focus on personal and organizational dimensions of diversity. The overarching goals of the seminar are to raise cultural awareness, create common language and increase intentionality of our actions in environmental justice.

Subsequent plans to continue with staff training include several video series and conversations that will be held in February and March. In addition, Tania has been working on an Agency-wide environmental justice work plan, which is in draft stage, in preparation for management team input.

The Inspection Department committed to community engagement through our relationship with the Mexican Consulate. All of our inspectors will have an opportunity to facilitate brief and critical asbestos awareness presentations to Spanish-speaking audiences at the Mexican Consulate. The effort will be ongoing throughout the year. The consulate coordinates community and educational programming and provides interpretation services to support this effort for other organizations.

We continued our Spanish-radio sponsorship and educational programming with KXPA's program *En Confianza*, where I was interviewed in December.

Tania has been active in connecting with local and regional government agencies who are also invested in apply environmental justice principles and considerations to their policies, practices and procedures. She is working to glean best practices and understand how we can collaborate with inter-agency partners. She has also been connecting with community organizations to learn about opportunities to support and leverage community interests.

## **FINANCE, TECHNOLOGY AND ORGANIZATION DEVELOPMENT**

*Budget* – Work continues on the budget planning for FY13-15 as management reviews work within programs. The Information Technology (IT) and Monitoring departments developed initial maintenance and equipment plans to address the long-term needs for IT systems and monitoring sites. Managers will review these projections as well as other operating costs in early February as the FY13 budget development progresses. The finance department is working closely with IT on development of a new budget model which will improve dependability and archiving for the budget development.

*Audit* – The annual single audit which began in December is wrapping up as the state auditor completes the audit of the Agency's FY11 financial statements and compliance with state and federal regulations. We expect to receive the final reports from the state auditor in February.

*SharePoint* – January marked the launch of the agency's SharePoint intranet, "CleanAirNet". As an internal communications and collaboration portal, we launched the intranet to communicate

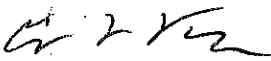
Environmental Justice information. The "EJ Desk" site utilized a number of SharePoint features, including Blog, Discussion Board, Event Calendar, News & Resource links to provide agency staff a single location to find, share, and collaborate information regarding Environmental Justice. Additionally, the IT Department is in the process of developing other SharePoint solutions to convert paper based processes to electronic. Presently we are working with the Finance Department to convert the Purchasing Request process to SharePoint. SharePoint will allow the agency the ability to capture the end-to-end details of every Purchase Request, thus providing a detailed audit log for each purchase

*Recruiting* – Human Resources worked with two Compliance/Legal Division departments to fill open, fee-supported positions in Permitting and Inspection. MengChiu Lim joined Permitting the first week of January. Mr. Lim earned his Bachelor of Science from the University of South Alabama and worked with the State of Florida Department of Environmental Protection in air and stormwater permitting. Juan (Manolo) Zaldivar earned his Bachelor of Business Administration/Management from the University of Texas, San Antonio, TX and an Associates of Applied Sciences from Green River Community College, Auburn WA. Mr. Zaldivar joined the Inspection team during the second week of the month from the Washington State Department of Labor and Industries where he held positions in compliance and community outreach.

#### **GENERAL**

The Task Force recommendations you'll review this month are the product of seven months work by the members as they grappled with this challenge. Throughout, I was impressed by their passion, thoughtfulness and willingness to listen. People living in the non-attainment and Pierce County are fortunate to have these kind of community leaders and members. When you have opportunities, I ask that you join me in expressing heartfelt thanks for their service.

Respectfully submitted,



Craig T. Kenworthy  
Executive Director

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