

**June 15, 2005 9:30-10:40, Chamber of Commerce
Ad Hoc Steering Committee Minutes**

PRESENT: Chelsea Jenkins, Todd Hedinger, Jeremy Knibbs, Patrick Barker, Ken Jones, Steve Kerr, Barbara Van Osten

PHONE CONFER: Dan Salkovitz

PURPOSE: Purpose of this meeting was for the Valley AIRNow Air Quality Outreach Program (represented by Chelsea, Todd, and Jeremy) to 1) obtain the committee's immediate "advise and consent" review on materials as well as inform the committee about various activities, and 2) obtain committee's immediate assistance with AQAD networking.

Members took information packets and seats at 9:30. Meeting concluded at 10:40.

1. EPA status report (Chelsea reporting): reviewed with committee. Chelsea mentioned that the report reviews mainly what the Valley AIRNow team has implemented since they began work on April 6th, but that there may be more occurring in the City/County that is not represented in the report because Valley AIRNow is unaware of these events. No comment from committee.

Patrick needs draft of report emailed for review and editing. He will then forward to the EPA.

Part 1 of report (Ozone Action Days/Public Awareness):

Chelsea reviewed the control strategies, school-based public awareness program, and employer-based ozone action days/ozone action days for area sources. This section was pretty well fleshed out since the majority of Valley AIRNow's actions fall under this category.

Chelsea reviewed the dynamic message signs. Agreed to remove section D, part b. (Local Banks display AQAD messages), from report. Patrick mentioned that it is being examined, which could be stated in the report.

Chelsea reviewed the video monitor deployment control measure. Steve mentioned that more cameras are being installed through a large regional program that is tied in with the Staunton cameras.

Chelsea reviewed the lawn and garden equipment usage restrictions control measure. Patrick mentioned only Winchester and Frederick County government offices have these restrictions. Patrick forwarded the memo with the listed activity plans. Chelsea will review what Patrick wrote and send out for Daley and Riley to sign. The memo needs to be very direct. Jay Tibbs will be the person to look it over and approve for Riley. Barbara wants the memo emailed to her and flagged in the subject line.

Part 2 of report (VMT Reduction Programs):

Chelsea reviewed the control strategies. Section A, part c. needs to be edited from I-6 to I-66. The city has a demonstration grant for buses. Create a new paragraph. Call Gary Lofton, Director of Public Works at (540)667-1185.

Discussed the bicycle and pedestrian accommodation control measure. There is a grant through the MPO for study of the City and County current bike/pad infrastructure. Contact Jim Lawrence at (540)667-0761. Contact the park and recreation departments for the City and the County. What are they doing for bicycles? They should be promoting interconnectivity. There is a regional network plan that is general. Ask Eric Lawrence, Tim Youmans or Mike Ruddy at (540)665-5651 about Green Space Preservation. For information about Green Space Preservation (a conservation easement), contact Kris Tierney. The Winchester Star may have information as well in past articles.

Chelsea discussed teleconferencing and told steering committee that conference calling was not written

into the proposal and was not included into the budget. Valley AIRNow cannot cover the \$1000/year cost of teleconferencing callers in. Two options exist: meetings can be held in the conference room, Net-tech will provide free teleconferencing for up to three callers. Patrick mentioned the seating in the conference room that is provided by Net-tech is limited to about ten seats. He mentioned that it is located across from Wards Plaza and behind Dairy Queen. Its driveway is off of Middle road near Sheetz. Other option is to have callers call Chamber, which would be long distance. Chelsea asked Dan if they could cover the costs of calling into a meeting. Dan said they could. Valley AIRNow will make decision and let Task Force know before July 6th.

Part 3 of report (Open burning restrictions):

Chelsea reviewed the restrictions. Patrick mentioned open burning is included in memo from Riley/Daley to City/County departments.

Part 4 of report (Engine idling restrictions):

Chelsea reviewed the restrictions. According to Patrick, the City and County have taken the lead for their own vehicles. Chelsea mentioned she had not seen any documentation and it was not included in the memo from Riley/Daley. He said to add to the memo the idling restrictions for publicly owned gasoline powered vehicles. Email Tibbs (John's right hand man), Ed and cc Barbara as well after these changes are made. They can send the original and fax it to us.

Part 5 (School bus/heavy duty fleets retrofits):

Chelsea reviewed the program. She said she received documentation of both programs from Kevin McKew and Andy Eaton.

Part 6 (Voluntary Industrial Reductions):

Chelsea reviewed the strategies she integrated in the status report. It was decided to refer back to Part 1, Section C, part a, and break it into two paragraphs.

Employer outreach: promoting carpools, etc. Steve noted that Boeing was contacted about their employees possibly using charter buses. This is something that could be mentioned in a future report.

2. EPA comment letter (Chelsea reporting):

Dan approves of it. Said it was a good letter. Dan said the letter could be sent electronically as long as the deadline is met. Patrick will handle it/submit later in the day.

3. Air Corps (Todd reporting):

Mentioned that CJ and Chelsea networked at the Chamber of Commerce Business on Parade. They have about 50 business cards that Jeremy will follow up on. Valley Air Now gained good exposure at the event. Registration forms for the Air Corps program were handed out with the teaser letter on the other side. The letter identifies what the companies can do, how Valley AIRNow can promote the businesses, and how the businesses can tailor their programs.

A press release will be created to recognize Handy Mart and Net-tech at the next Task Force meeting on July 6. The press will attend the meeting and report on the work that the companies are doing for the community.

Patrick's materials to the Shenandoah Manufacturing Association were discussed: it contains a letter and a registration form.

Chelsea mentioned that it could be useful to send a follow-up letter of understanding.

Todd spoke about networking with businesses and local school officials about AQAD. Todd spoke about how more progress is made when member of the Task Force or Steering Committee makes contact. Patrick mentioned that it was terrible that one of the school officials was unreceptive. Patrick mentioned that Valley AIRNow should use Steve and Barbara to inform the city and county people and prep them for us. Patrick mentioned that for the schools, a quick and easy memo should be created for them to use and distribute for AQADs and the actions that they need to take for them. Chelsea will create, gain approval, and send out to Winchester and Frederick County Public Schools.

Todd spoke about the conversations with the school officials about the education aspect of the outreach. The public schools will post our curriculum on Blackboard software for teachers to utilize. Chelsea mentioned that the private schools are interested in having Valley AIRNow give presentations about air quality. The private schools do not need the presentations matched with the Virginia Standards of Learning.

Weather forecasting:

Patrick does not think Valley AIRNow should spend much time informing television stations about AQAD and persuading them to use animated ozone maps and air local air quality forecasts since none are local to the Winchester area. He stated that the Winchester Star and WINC FM are the primary sources of news in the area, so there shouldn't be much focus on the media outside of those two sources. Chelsea will send out the forecast meteorologists kits she has, but will not make appointments.