

MINUTES

Eugene Toxics Board
Fire Conference Room, Second Floor
Eugene Emergency Services Center
1705 West Second Avenue, Eugene

February 10, 2015
3:30 p.m.

PRESENT: Christine Zeller-Powell, Chair; Lisa Arkin, Wendy Cecil (arrived at 4:06 p.m.), Amber Everly, Andree Phelps, members; Joann Eppli, Eugene Springfield Fire staff.

ABSENT: Rick Nicol, Randall Prince, members.

Ms. Zeller-Powell called the meeting of the Toxics Board (TB) to order at 3:35 p.m.

I. INTRODUCTIONS/APPROVAL OF AGENDA

Those present introduced themselves. There were no changes to the agenda.

II. PUBLIC COMMENT

There was no one who wished to offer public comment.

III. APPROVAL OF MEETING MINUTES—January 15, 2015

Ms. Eppli offered the following correction:

Page 2, paragraph 6, sentence 1 should read: Ms. Cecil said ~~her employer would pay less~~ if the fee cap was increased **it would be less per FTE for smaller businesses.**

Ms. Phelps offered the following correction:

Page 2, Paragraph 1, last sentence should read: ~~She~~ **Ms. Eppli** had forwarded the Toxics Board a copy of Mr. Prince's email to State Representatives Val Hoyle and Phil Barnhart regarding increasing the \$2,000 State-mandated fee cap for the program.

Ms. Zeller-Powell, seconded by Ms. Phelps, moved for the approval of the January 15, 2015 Toxics Board minutes as amended. The motion passed 2:0:2, with Ms. Zeller-Powell and Ms. Phelps voting in favor of the motion, and Ms. Arkin and Ms. Everly abstaining.

IV. STAFF REPORT

Ms. Eppli directed Toxics Board members to the following documents included in the agenda packet for today's meeting:

- *Eugene Toxics Right-to-Know Program—Proposed Staff Tasks at 80 Percent Staffing Level in Conjunction with FY16 Program Budget/Fee Updated as a Result of 11/24/14 Toxics Board Meeting and Follow-Up from Andree Phelps.*
- *Eugene Toxics Right-to-Know Program—Proposed Staff Tasks at the 85 Percent Staffing Level in Conjunction with FY16 Fee Recommendation—Updated as a Result of 01/15/15 Toxics Board Meeting.*

Ms. Eppli noted the Toxics Board would discuss this item later in the meeting.

Ms. Eppli stated she had sent an email to Toxics Board members regarding two vacancies that would be coming up: Industry Position 3, currently filled by Mr. Nicol; and Advocate Position 6, currently filled by Mr. Prince. The City wide Board and Commissions recruitment process was underway. She had forwarded information about the upcoming vacancies to her networks in the community. The application process would close on March 27, 2015. The Toxics Board had an option to interview the applicants and make a recommendation to the City Council prior to May 5, 2015. Candidates were tentatively scheduled to interview with the City Council the week of May 4, 2015.

Ms. Eppli had met with the City of Eugene Emergency Management staff regarding a presentation about the Lane County Local Emergency Planning Committee (LEPC) for the Toxics Board. They were available at the end of March for a presentation. She had received a request from a University of Oregon (UO) law professor for a presentation for hazardous waste law students about RCRA regulations and the impact on industry. Ms. Everly agreed to ask someone from her employer to accept the invitation. The City Council had a public hearing scheduled on February 17, 2015 and planned to take action on the code amendment updates on February 23, 2015. She conducted the annual federal regulatory chemical list review and found discrepancies she had forwarded to Toxics Board members. The list of discrepancies, as well as the two outstanding requests for updating the Right-to-Know program chemical list from Thermo Fisher Scientific and Willamette Valley Company, would be reviewed by the Toxics Board today if time was available.

V. FINALIZE FISCAL YEAR 2016 TOXICS PROGRAM WORK PLAN STAFF TASKS MATRIX UPDATES

Ms. Eppli directed Toxics Board members to the *Eugene Toxics Right-to-Know Program—Proposed Staff Tasks at the 85 Percent Staffing Level in Conjunction with FY16 Fee Recommendation—Updated as a Result of 01/15/15 Toxics Board Meeting* matrix. Toxics Board members reviewed the document and offered corrections which were noted by Ms. Eppli. She noted the work plan would be effective July 1, 2015 if City Council approved the Toxics Board's recommended fee/budget on February 17th or February 23rd.

Ms. Cecil arrived at 4:06 p.m.

VI. FINALIZE TOXICS PROGRAM 2014 ANNUAL REPORT AND IMPACT AND GAP ANALYSIS

Ms. Eppli directed Toxics Board members to the January 15, 2015 memorandum to Mayor Kitty Piercy and City Council Members from the Toxics Board, subject Eugene Toxics Board's 2014 Annual Report. Ms. Zeller-Powell noted consensus to accept the report as written.

Ms. Eppli directed Toxics Board members to the *Impact and Gap Analysis Report* dated January 15, 2015. Ms. Eppli facilitated a discussion and noted changes and corrections offered by Toxics Board members. She agreed to draft the final section of the document based on today's discussions, and bring it to the next Toxics Board meeting for approval.

VII. FINALIZE REPORTABLE CHEMICAL LIST UPDATE RECOMMENDATIONS

This agenda item was deferred to a future Toxics Board meeting.

VIII. SCHEDULE NEXT MEETING/FUTURE AGENDA ITEMS

- End of March: Lane County LEPC Presentation
- Review Draft Envision Eugene Clear Lake Road Area Recommendations.

Ms. Eppli reviewed the future agenda items and agreed to poll Toxics Board members for their availability to meet in the later part of March.

The meeting adjourned at 5:02 p.m.

(Recorded by Linda Henry)