



**Board of Directors Meeting
June 19, 2019**

Peace River Public Library

10:00 am – 2:00 pm

Teleconference: 1 866 850-3419 Code: 366 952 7735 #

Time	Discussion	Discussion Leader	Item #	Desired Endpoint
	1.0 Opening			
10:00	1.1 Roll Call for Quorum	A.Traverse		
10:05	1.2 Review Agenda	A.Traverse	1A	
10:10	1.3 Minutes Approval <ul style="list-style-type: none"> ▪ April 25, 2019 ▪ Action Item follow-up 	A.Traverse	1B	
	2.0 Technical Update			
10:15	2.1 PRAMP Data Reports <ul style="list-style-type: none"> • Review Dashboard Report for April • Update on 2018 Annual Data Review 	M. Bisaga/L. Lin	2A	For information
10:25	2.2 Station Updates <ul style="list-style-type: none"> ▪ Update on AQHI station construction and location ▪ Status of 986 station move ▪ Reno Methane Canister Program ▪ Canister Collection during wildfire event 	M. Bisaga/L. Lin		For information
	3.0 Engagement, Outreach and Education			
11:00	3.2 Outreach Updates <ul style="list-style-type: none"> • Meetings held with Mercer, Town of Grimshaw • Contact with local MLAs • Updates to PRAMP materials and website 	K. Reesor		For information
	4.0 Financial Update			
11:15	4.1 Financial Reports <ul style="list-style-type: none"> ▪ April (provided to Directors) 	B. Barber		Financial report approved
11:20	4.2 AEP Contract <ul style="list-style-type: none"> ▪ Status of contract for 2019/20 	K. Reesor		For information
	5.0 Update from Executive Director			
11:35	5.1 New Contractor Roles - Update <ul style="list-style-type: none"> • Field Operations Assistant • Education and Outreach Coordinator 	K. Reesor		For decision on financial commitment (if staffing process is concluded)
11:45	LUNCH BREAK			
	6.0 New Business			
12:30	6.1 PRAMP initiatives during Wildfire Smoke Event <ul style="list-style-type: none"> • Shared air data and health information (direct contract with stakeholders and via social media) • <i>Discussion: what additional steps could PRAMP take?</i> 	K. Reesor M. Bisaga /L. Lin		Input from Board on PRAMP role during smoke events

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12:50	6.2	Governance Review <ul style="list-style-type: none"> • Review PRAMP Terms of Reference • Review PRAMP Policies <ul style="list-style-type: none"> ○ Consider adding reference to Technical Working Group and Communications Working Group 	K. Reesor	6A 6B	For decision – retain or amend PRAMP Terms of Reference and Policies
1:30	7.0	Next Meetings August (Teleconference) AGM – September 18	All		Discuss approach for community event and AGM
1:40	8.0	Roundtable	All		
2:00	9.0	Adjournment	A.Traverse		