



**Board of Directors Meeting  
September 15, 2021  
1:00pm to 3:00pm**

Join Zoom Meeting

<https://us02web.zoom.us/j/87558281346?pwd=SnNzUzFTaHJkdIQyVzhzTzl0RGU4QT09>

Meeting ID: 875 5828 1346

Passcode: 154349

Dial by your location

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Time	Discussion	Discussion Leader	Item #	Desired Endpoint
	1.0	Opening		
1:00	1.1	Roll Call for Quorum		
1:05	1.2	Review Agenda	1A	Chair Motion to approve Agenda
1:10	1.3	Minutes Approval <ul style="list-style-type: none"> <li>▪ August 4, 2021</li> <li>▪ June 24, 2021</li> </ul>	1B	Motion to approve minutes
	<b>2.0</b>	<b>Monitoring and Reporting</b> <b>Goals:</b> <ol style="list-style-type: none"> <li>1. <i>Evidence-driven verification that air quality in the Peace River area is at acceptable levels and that emissions are being minimized.</i></li> </ol>		
1:15	2.1	<b>PRAMP Data Reports</b> <ul style="list-style-type: none"> <li>• Reports to end of July on PRAMP website</li> </ul>	M. Bisaga/L. Lin	2A  For information
1:20	2.2	<b>Other Technical Updates</b> <ul style="list-style-type: none"> <li>• Reno and AQHI station siting</li> </ul>	M. Bisaga/L. Lin	For information
1:30	2.3	<b>2019-2020 Annual Data Review</b> <b>(Document shared in advance of the meeting)</b>	M. Bisaga/L. Lin	2B  For information and discussion. Feedback will be requested by Sept 21.
	<b>3.0</b>	<b>Education and Outreach</b> <b>Goals:</b> <ol style="list-style-type: none"> <li>2. <i>Residents and stakeholders have timely access to air quality data and information in a manner that is readily understood</i></li> <li>3. <i>Educators, community groups and citizens can access resources to increase understanding of and promote healthy air quality</i></li> </ol>		
2:00	3.1	<b>Outreach Update</b> <ul style="list-style-type: none"> <li>• 2022 PRAMP Calendar</li> <li>• PRAMP 5-year history summary document (Draft provided in advance – Item 3A)</li> <li>• Healthy Air Contest on Social Media</li> </ul>	Eileen Coristine	3A  For information and discussion
	<b>4.0</b>	<b>Governance</b> <b>Goal:</b> <ol style="list-style-type: none"> <li>4. <i>Recognized as an independent not-for-profit organization and Airshed that is focused on continuous improvement and responsible leadership in air quality monitoring</i></li> </ol>		

Time		Discussion	Discussion Leader	Item #	Desired Endpoint
2:10	4.1	<b>Financial Reports</b> • June, July and August (provided to Directors)	B. Barber		Board Decision (Motion): Financial report approved for information
2:15	4.2	<b>2020-21 Audited Financial Statements (Financial Statements shared in advance of the meeting)</b>	B. Barber	4A	Board Decision (Motion and 2 <sup>nd</sup> ): Recommend approval of the 2020-21 Financial Statements at the Annual General Meeting
2:25	4.2	<b>PRAMP Operating Plan (Document shared in advance of the meeting)</b> • Based on the Goals and Strategies approved at the June 24 meeting, staff have prepared the 2021-23 Operating Plan for discussion with the Board. • The Operating Plan describes the Actions and Timing to achieve the Goals and Strategies and is a working document for PRAMP staff.	K. Reesor	4B	For information. <i>Carried forward from August 4 meeting.</i>
	<b>5.0</b>	<b>New Business</b>			
2:30	5.1	<b>2020-21 Annual Report to the Community (Document shared in advance of the meeting)</b>	K. Reesor	5A	Board Decision (Motion and 2 <sup>nd</sup> ): Approve the Annual Report to the Community
2:45	5.2	<b>Mail Out to PRAMP Stakeholders</b> • Following the AGM, PRAMP staff are proposing to send a letter to stakeholders describing the updated PRAMP goals, thanking them for their input, and including copies of the Annual Report to the Community, a PRAMP Calendar and a summary document about the history of PRAMP	K. Reesor	5B	Board Decision (Motion): Approve the approach proposed by staff to thank stakeholders and keep them informed.
	<b>6.0</b>	<b>Wrap Up</b>			
2:50	6.1	<b>Next Meetings</b> September 29 – AGM followed by short organizational Board meeting	<b>All</b>		
2:55	6.2	<b>Roundtable</b>	<b>All</b>		
3:00pm	<b>7.0</b>	<b>Adjournment</b>			