

# OHIO AIR QUALITY DEVELOPMENT AUTHORITY

Mike DeWine  
Governor

**Members**

James S. Simon  
Chairman

Michael H. Keenan  
Vice-Chairman

Ted Celeste  
Michael F. Curtin  
Cara Dingus Brook

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**Ex Officio**  
Stephanie McCloud  
Ohio Department of Health

Laurie Stevenson  
Ohio Environmental Protection Agency

**Executive Director**  
Christina O'Keeffe

**Secretary-Treasurer**  
Christina O'Keeffe

**Legal Counsel**  
Stephen J. Smith, Esq.

**Programs**  
Clean Air Improvement Program  
Clean Air Resource Center

**The regular meeting of the *OHIO AIR QUALITY DEVELOPMENT AUTHORITY* will be held on Tuesday, April 13, 2021 at 10:00 am via video conference.**

**The meeting will be conducted in accordance with open meeting laws within the State of Ohio. During the current state of emergency and to protect employees, partners and the public, the Authority is offering video conference access and a call line as an option to attend the meeting remotely. To help ensure capacity on this conference line, please RSVP to [info@aqda.state.oh.us](mailto:info@aqda.state.oh.us) with your interest to participate.**

**To access the meeting by video, choose this link:  
[Click here to join the meeting](#)**

**To access the meeting by telephone,  
dial: 614.721.2972,, 687 075 603#**

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# OHIO AIR QUALITY DEVELOPMENT AUTHORITY



**TUESDAY, APRIL 13, 2021**

## **TENTATIVE AGENDA**

*The meeting will be conducted in accordance with open meeting laws within the State of Ohio. During the current pandemic and to protect employees, partners and the public, the Authority is offering video conference access and a call line as an option to attend the meeting remotely. To help ensure capacity on this conference line, please RSVP to [info@aqda.state.oh.us](mailto:info@aqda.state.oh.us) with your interest to participate.*

To access the meeting by video, choose this link: [Click here to join the meeting](#)

To access the meeting by telephone, dial: 1 614-721-2972 Conference ID: 566 542 351#

1. [Welcome and Introduction of Guests](#) [Chairman](#)
2. [Minutes March 9, 2021](#)
3. [Resolution 21-18 \(CARC\)](#) [Marengo Fabricated Steel, Ltd.](#)

A resolution authorizing the issuance of not to exceed \$125,400 Air Quality Revenue Bonds of the State of Ohio in order to assist Marengo Fabricated Steel Ltd. in the financing of costs of Air Quality Facilities in order to promote the public purposes of Chapter 3706, Ohio Revised Code; providing for the assignment of revenues for the payment of the bonds; authorizing the execution and delivery of a loan agreement, an assignment of loan agreement and the bonds; and authorizing and approving related matters.

4. [Resolution 21-19 \(CARC\)](#) [Marengo Fabricated Steel, Ltd.](#)

A resolution authorizing the approval of two grants from the Small Business Assistance Fund to Marengo Fabricated Steel Ltd., for the purpose related to the eligible portions of the financing approved through Resolution 21-18. The first grant shall be to assist in the payment of closing costs of the eligible portion of the amount financed and shall be certified as eligible by bond counsel. The second grant shall cover a portion of the principal amount not to exceed \$20,000, less eligible closing costs covered under the first part of the grant.

5. [Resolution 21-20 \(Administrative\)](#) [IT Infrastructure](#)

A resolution authorizing the Executive Director to implement upgrades and improvements to the Authority's IT infrastructure.

6. Resolution 21-21 (Administrative) Continuation of Temporary Assignment

A resolution to provide for continued adjustment of higher-level duties and rate for the Manager of Planning and Projects position.

7. Resolution 21-22 (Administrative) Employee Cost-of-Living Adjustment

A resolution authorizing the Executive Director to process a rate adjustment for OAQDA employees.

8. Resolution 21-23 (Administrative) Management of Financial Accounts

A resolution authorizing the Executive Director the responsibility to open and maintain financial accounts on behalf of the Authority.

9. Resolution 21-24 (Administrative) Closure of Bank Account

A resolution authorizing the Executive Director to close a bank account associated with the advanced energy strategy development program.

10. Presentation of 2020 Audit Rea & Associates

11. Executive Director's Report Christina O'Keeffe, Executive Director

12. Adjournment

## OHIO AIR QUALITY DEVELOPMENT AUTHORITY

The regular meeting of the Ohio Air Quality Development Authority (“Authority”) was held remotely, on Tuesday, April 13, 2021 at 10:00 am.

As authorized through House Bill 197 as passed by the General Assembly and signed into law by Governor DeWine, the Authority conducted this meeting using online videoconferencing technology via Microsoft Teams in order to protect the public during the declaration of an emergency related to COVID-19 pandemic. A telephone number and videoconference link to the meeting was published on the Authority’s website and distributed to persons of interest prior to the meeting and in compliance with Open Meeting Laws.

These are the minutes of the meeting.

**The following members were present:**

Michael Keenan, Vice Chairman  
Ted Celeste  
Michael Curtin  
Cara Brook

**Ex-Officio members present:**

Laura Factor, Ohio EPA  
Gene Phillips, Ohio Department of Health

**The following members were absent:**

Jim Simon, Chairman

**Ex-officio members absent:**

**Staff present:**

Christina O’Keeffe, Executive Director  
Brooke Grant, Manager of Planning and Projects  
Sandra Langston, Administrative Manager  
Dawn Pertner, Fiscal Officer  
Gabe Lorenz, Customer Service Coordinator

**General Counsel:**

Thad Boggs, Frost Brown Todd

**Guests present:**

Zac Morris, Rea & Associates  
Blake Beachler, Calfee  
Phil Muldoon, TE Fusion Group  
Steve Smith, Frost Brown Todd  
Jeff Liebert, TE Fusion  
Marisa Long, Inspire PR Group  
Ryan Reichley, Rea & Associates  
Rob McCarthy, Bricker & Eckler

Steve Payerle, Next Level Technologies  
Jim Schultz, Huntington Bank  
John Kirschner, GB Solutions  
Michelle Mounts, Lincoln Center Manufacturing  
Phil Muldoon, GE Fusion  
Maxum Tomaszewski, Huntington Bank  
Katie Lundy, Inspire PR Group

This meeting of the Authority has been duly posted and given to all news media, organizations and other persons who requested such information in accordance and in full compliance with Chapter 3706-1 of the Ohio Administrative Code.

The Vice Chairman called the meeting to order at 10:01 a.m.

1. The Vice Chairman welcomed everyone.

The Vice Chairman noted the meeting was being conducted through Microsoft Teams videoconferencing, in compliance with the Open Meetings Act and the administrative rules of the Authority.

Ms. Sandra Langston called the Roll:

Mr. Simon – Absent  
Mr. Keenan - Yea  
Mr. Celeste - Yea  
Mr. Curtin – Yea  
Ms. Brook – Yea  
Ms. Factor - Yea  
Mr. Phillips – Yea

General Counsel Thad Boggs confirmed compliance with the Open Meetings Act, that a quorum of six members was present, and that it remained an open, public meeting. Mr. Thad Boggs confirmed that the meeting was fully in compliance with state law including House Bill 197.

Vice Chairman Keenan stated that the Authority would be explicit on which item was on the table for discussion or vote, and that he would recognize members and guests by name and title during discussions or ask them to introduce themselves. Additionally, he stated that roll call votes would be taken for each vote, and that if any member left the meeting it would be noted in the minutes. As part of the orientation to the meeting, the Vice Chairman asked Mr. Langston to provide information about Microsoft Teams software and the ground rules for the meeting.

The Vice Chairman asked Ms. Langston to announce all guests present on the meeting. Ms. Langston announced all known guests and asked those not readily identifiable to introduce themselves.

2. Minutes – Regular business meeting March 9, 2021.

Mr. Celeste moved for approval of the minutes. Mr. Phillips seconded.

Roll call vote:

Mr. Keenan – Yes  
Mr. Celeste – Yes  
Mr. Curtin – Yes  
Ms. Brook – Yes  
Ms. Factor – Yes  
Mr. Phillips – Yes

Motion passed. Minutes adopted.

3. Resolution 21-18 (CARC)

Marengo Fabricated Steel, Ltd.

A resolution authorizing the issuance of not to exceed \$125,400 Air Quality Revenue Bonds of the State of Ohio in order to assist Marengo Fabricated Steel Ltd. in the financing of costs of Air Quality Facilities in order to promote the public purposes of Chapter 3706, Ohio Revised Code; providing for the assignment of revenues for the payment of the bonds; authorizing the execution and delivery of a loan agreement, an assignment of loan agreement and the bonds; and authorizing and approving related matters.

Director O’Keeffe introduced this bond resolution for Marengo Fabricated Steel, Ltd., dba Lincoln Center Manufacturing, LLC, located in Fulton, Ohio. This project is for a new paint booth as they are expanding into a new factory in Fulton. She stated that the request is not to exceed \$125,400 and is accompanied by Resolution 21-19 for the grant subsidies not to exceed \$20,000. The lender is U.S. Bank and bond counsel is Blake Beachler with Calfee, Halter & Griswold. She introduced Michelle Mounts to present on behalf of the company.

Ms. Mounts said that Lincoln Center Manufacturing was previously known as Marengo Fabricated Steel and that they had been in business since 1996. The Company manufactures various metal projects. Their largest customer in 2020 bought a division of the company and two facilities, and as part of the purchase agreement now operate as Lincoln Center Manufacturing. She noted that they are starting a new factory in Fulton, in Central Ohio. They will be ramping up to produce tank bodies for trucks, along with some other product lines such as trailers and military products for the Department of Defense. She then discussed the new facility, showing a picture of the new facility.

Ms. Mounts discussed the proposed project that is a paint booth, which will contain bifold doors to aid containment along with GFS Wave brand paint filters which contain 99.94 percent of contaminants. She further stated that there was an automatic balance system to balance intake fans, as well as a forced-air system that reduces air flow by 50 percent during curing. The booth also contains safety features to prevent use when the exhaust fans are not properly engaged as well as a dry chem suppression system. Ms. Mounts said these new paint booths will replace their old ones and it represented a significant improvement over the older technology. She stated that the new booth would benefit employees through the safety measures and reduction in air contaminants. She further stated this project would economically benefit Fulton, which is a growing community, through additional income tax and the creation of one to two new jobs.

Vice Chairman Keenan thanked Ms. Mounts for her presentation. Mr. Curtin asked if all of the company’s facilities were in Morrow County, and Ms. Mounts confirmed yes. Ms. Factor asked how they heard about OAQDA. Ms. Mounts said they heard about the program through their equipment supplier but specifically mentioned Gabe Lorenz, an OAQDA employee who reached out directly and was very helpful during this process.

Mr. Curtin moved to approve Resolution 21-18. Ms. Factor seconded.

Roll call vote:

Mr. Keenan – Yes  
Mr. Celeste – Yes  
Mr. Curtin – Yes  
Ms. Brook – Yes  
Ms. Factor – Yes  
Mr. Phillips – Yes

Motion passed. Resolution adopted.

4. Resolution 21-19 (CARC)

Marengo Fabricated Steel, Ltd.

A resolution authorizing the approval of two grants from the Small Business Assistance Fund to Marengo Fabricated Steel Ltd., for the purpose related to the eligible portions of the financing approved through Resolution 21-18. The first grant shall be to assist in the payment of closing costs of the eligible portion of the amount financed and shall be certified as eligible by bond counsel. The second grant shall cover a portion of the principal amount not to exceed \$20,000, less eligible closing costs covered under the first part of the grant.

Director O’Keeffe introduced this Resolution, which accompanies the previous Resolution 21-18 and authorizes grant assistance to cover closing costs and initial principal payment for an amount not to exceed \$20,000.

Mr. Celeste moved to approve Resolution 21-19. Ms. Brook seconded.

Roll call vote:

Mr. Keenan – Yes  
Mr. Celeste – Yes  
Mr. Curtin – Yes  
Ms. Brook – Yes  
Ms. Factor – Yes  
Mr. Phillips – Yes

Motion passed. Resolution adopted.

5. Resolution 21-20 (Administrative)

IT Infrastructure

A resolution authorizing the Executive Director to implement upgrades and improvements to the Authority’s IT infrastructure.

Director O’Keeffe introduced this resolution, which would authorize upgrades to the Authority’s IT infrastructure. She stated that OAQDA onboarded a new IT vendor in 2020, Next Level Technologies. This firm was asked to put together an analysis of OAQDA’s IT infrastructure and a roadmap that can be helpful in forecasting improvements and for budgeting purposes. She introduced Steve Payerle, the owner of Next Level Technologies, to provide an overview of the analysis, and noted that Sandra Langston and Dawn Pertner had been working on this project.

Mr. Payerle thanked the Authority for the opportunity to present and discussed the analysis that had been done to identify the current and long-term needs of OAQDA's IT infrastructure. He stated that there are some immediate needs for workstation improvements and a server replacement. He noted the normal server life cycle is five to eight years and OAQDA's server is at the eight-year mark. Since the server is nearing the end of its useful life, it is creating some issues with connectivity and increased downtime problems. Mr. Payerle then discussed the proposed bandwidth upgrades at a 100 megabit per second rate (mbps), and noted that OAQDA was using a very old circuit at 5 megabits down and 5 megabits up. He stated that this was not a sufficient level for the agency's purposes, especially in the pandemic with teleworking and regular video calls.

Director O'Keeffe noted that the actions proposed with the adoption of the Resolution is to replace the server, computer hardware, and any other IT components for an amount not to exceed \$16,000. Additionally, the request includes increasing internet connectivity with eh bandwidth by entering into a state term contract for an amount not to exceed \$5,000 annually for a five-year contract.

Vice Chairman Keenan asked if the 100 megabit per second upgrade proposed is both upload and download and noted that home internet typically is not the same number for both. Mr. Payerle confirmed that it is the speed for both upload and download, and that it is tied into the AT&T circuit organized by the State of Ohio's Office of Information Technology (OIT), and that their offerings were all symmetrical offerings. He further stated that they performed a long-term cost analysis and determined that 100 mbps download/upload was much more sufficient for OAQDA's needs than 50 mbps. Vice Chairman Keenan asked if AT&T is the vendor. Mr. Payerle confirmed they are.

Ms. Brook commented that the IT roadmap looks excellent and appreciated the analysis work in developing the recommendations.

Vice Chairman Keenan asked if OAQDA is cloud-based or internally based on the OAQDA server. Mr. Payerle stated that many of the services are cloud-based but OAQDA has a physical server that supports the users. Vice Chairman Keenan asked what is being done regarding firewalls and cyber security. Mr. Payerle stated those aspects are managed by State of Ohio's OIT and that Next Level Technologies did not have access to those systems. He stated that for data security, Next Level Technologies provides an onsite backup that connects remotely to their cloud to provide backup nightly. Vice Chairman Keenan inquired about the procedures in the event there is a system crash. Mr. Payerle stated that the process is to remote into the backup server onsite and virtualize the server to have it up and running within 30-60 minutes. He stated that the server is backed up on an hourly basis.

Vice Chairman Keenan inquired further about the role of OIT and security protocols, which Director O'Keeffe noted OAQDA is supported fully by OIT with their services and is in compliance with security requirements. Vice Chairman Keenan said that there are breaches regularly in his industry and that a lot of them are email-based phishing attacks. He asked if OAQDA staff receives training on cyber security. Director O'Keeffe replied yes and added that the State OIT required training on cybersecurity last year and all staff had taken the training.

Mr. Keenan moved to approve Resolution 21-20. Mr. Celeste seconded.

Roll call vote:



Mr. Keenan – Yes  
Mr. Celeste – Yes  
Mr. Curtin – Yes  
Ms. Brook – Yes  
Ms. Factor – Yes  
Mr. Phillips – Yes

Motion passed. Resolution adopted.

6. Resolution 21-21 (Administrative)

Continuation of Temporary Assignment

A resolution to provide for continued adjustment of higher-level duties and rate for the Manager of Planning and Projects position.

Director O’Keeffe introduced this Resolution, which would continue several higher-level duties assigned to the Manager of Planning and Projects position. She referenced as a result of discussions with Board Members along with the direction by Chairman Simon there is a need for goal-setting and strategic planning for which she will be handling. The Director mentioned the goals established for her position and the agency had been achieved through the work in 2020, and that Chairman Simon would like to focus in on the long-term position of the Authority. Director O’Keeffe said that in order to facilitate the added responsibility as well as recognizing the growth in the OAQDA’s programs, her recommendation in consultation with Chairman Simon is to have Brooke Grant continue to handle higher level duties associated with the day-to-day management of the bond transactions and provide leadership support for internal operations and programs. This Resolution would continue the rate adopted previously and account for any cost-of-living increases while this temporary assignment is in place.

Mr. Curtin moved to approve Resolution 21-21. Celeste seconded.

Roll call vote:

Mr. Keenan – Yes  
Mr. Celeste – Yes  
Mr. Curtin – Yes  
Ms. Brook – Yes  
Ms. Factor – Yes  
Mr. Phillips – Yes

Motion passed. Resolution adopted.

7. Resolution 21-22 (Administrative)

Employee Cost-of-Living Adjustments

A resolution authorizing the Executive Director to process a rate adjustment for OAQDA employees.

Director O’Keeffe introduced this Resolution, which would authorize a rate adjustment for OAQDA employees as of April 11, 2021. She stated that all employees typically get a cost-of-living adjustment annually in July, but there was a payroll freeze in place over the last year, enacted by the Governor to

combat the impact of the pandemic. She noted that the payroll freeze was lifted, and agencies and boards and commissions could move forward with the rate increase. As part of the process, the Fiscal Officer, Dawn Pertner, had verified these increases can be accommodated within the approved budget. Additionally, per guidance from the DAS, the implementation of these increases would not delay future cost-of-living adjustments with the next increase expected in July 2021.

Ms. Factor moved to approve Resolution 21-22. Ms. Brook seconded.

Roll call vote:

Mr. Keenan – Yes

Mr. Celeste – Yes

Mr. Curtin – Yes

Ms. Brook – Yes

Ms. Factor – Yes

Mr. Phillips – Yes

Motion passed. Resolution adopted.

#### 8. Resolution 21-23 (Administrative)

#### Management of Financial Accounts

A resolution authorizing the Executive Director the responsibility to open and maintain financial accounts on behalf of the Authority.

Director O’Keeffe introduced this Resolution, which would authorize her position to open and maintain bank accounts for the Authority. She noted that with the revised fee schedule for the Clean Air Improvement Program (CAIP), the Authority has a need to receive fees on a more regular basis. As Dawn Pertner was exploring OAQDA’s capabilities to do this, she recommended opening a new bank account that would serve as a collection site for fees and could then be transferred to the operating and trust accounts. Following the recommendation, Director O’Keeffe asked General Counsel if she had the authority to open bank accounts and it was determined that it was not explicitly authorized. Director O’Keeffe said this Resolution would provide that authority to do so by allowing for the opening and management of accounts. She noted that, if an account is opened, the Board would be informed at the next regular board meeting. She further noted that this action does not authorize her to close accounts, which is a recommended check to maintain a low-risk environment in the management of OAQDA’s funds.

Vice Chairman Keenan asked if there is a rule that banking relationships need to change after a certain number of years. Director O’Keeffe stated she was not aware of such a rule and that OAQDA’s relationship with Huntington Bank has been in existence for years, even decades. She will investigate the matter further. General Counsel said he is not aware of any time limit for any of those accounts or banking relationships. Vice Chairman Keenan noted that the City of Dublin was required to move bank accounts every few years. Ms. Brook asked if the thought is that the board would affirm any bank accounts that were opened at the next meeting, and noted that at the Foundation for Appalachian Ohio, they put bank account openings on a consent agenda for the next meeting. General Counsel stated that this Resolution would give the authority for the opening of future accounts prospectively, and that the purpose of the reporting to the Board after was to keep the Board informed. He further noted that closing bank accounts would still require Board authority on each individual case.

Mr. Keenan moved to approve Resolution 21-23. Mr. Celeste seconded.

Roll call vote:

Mr. Keenan – Yes  
Mr. Celeste – Yes  
Mr. Curtin – Yes  
Ms. Brook – Yes  
Ms. Factor – Yes  
Mr. Phillips – Yes

Motion passed. Resolution adopted.

9. Resolution 21-24 (Administrative)

Closure of Bank Account

A resolution authorizing the Executive Director to close a bank account associated with the advanced energy strategy development program.

Director O’Keeffe introduced this Resolution, which would authorize the closure of a bank account associated with the Advanced Energy Strategy Development Program and transfer the remaining balance of funds to the OAQDA trust and operating account. This program is no longer active and was established more than a decade ago to incentivize solar manufacturing operations in Ohio. In recent years, there was an outstanding loan from TMI in collections with the Attorney General that was in default prior to Director O’Keeffe joined the Authority. She stated that the Special Counsel for the Attorney General had performed an extensive investigation of the company in an attempt to recover anything of value as a form of repayment on the loan. The special counsel concluded there was nothing of value that could be recovered by the State of Ohio. A letter from the special counsel was issued to OAQDA and it was shared with the OAQDA’s auditors who adjusted the 2020 financial audit accordingly. Director O’Keeffe stated that at this point the bank account must be closed since the program is completed with this final action with TMI.

Ms. Factor moved to approve Resolution 21-24. Mr. Celeste seconded.

Roll call vote:

Mr. Keenan – Yes  
Mr. Celeste – Yes  
Mr. Curtin – Yes  
Ms. Brook – Yes  
Ms. Factor – Yes  
Mr. Phillips – Yes

Motion passed. Resolution adopted.

10. Presentation of 2020 Audit

Rea & Associates

Director O’Keeffe introduced this presentation by Ryan Reichley and Zac Morris with Rea & Associates, who conducted the 2020 Financial Audit for OAQDA. She thanked Dawn Pertner for her efforts in the process of the audit and stated that Ms. Pertner excelled once again with her management of the audit by making it a very smooth process for the OAQDA team, even while taking extended personal leave in 2020 and in the midst of remote working during the pandemic.

Mr. Morris thanked the Authority for the opportunity to present and stated that the audit went very well. He reiterated that Ms. Pertner made it a smooth process from their perspective and OAQDA’s management made it easy to reach the intended deadlines. He noted that Mr. Reichley would present the required communication to the Board per the Codified Standard 260.

Mr. Reichley said the clear highlight of the audit is the clean overall opinion on the financial statements, no findings over internal controls or compliance, and no management letters. He noted that in the communication letter titled “Report to Those Charged With Governance,” it included the management representation letter. He stated that the only item of any significance in the audit was a reclassification of the net pension asset and net pension liability related to the OPERS combined plan, and noted that the combined plan had an asset that they recommended be separately classified. He stated that this was an immaterial entry, and that it was just proposed in the management representation letter.

He noted that the Report to Those Charged With Governance included all communication that the auditors were required to communicate to the board including information on timing of the audit and other various areas. He stated a paragraph is required in the audit report related to the financial impact of COVID-19 and noted that it was unknown as of the financial statement date regarding the future outlook. He stated that they did not have any disagreements with management, had no significant issues that needed to be discussed, and encountered no significant difficulties in performing the audit. He thanked Ms. Pertner for her management of the audit.

Vice Chairman Keenan thanked Mr. Reichley and Mr. Morris for their work and noted that in some years past the final audit was not completed until the summer or even fall. He expressed his appreciation for the timing of the past few audits. Mr. Curtin asked if the audit reviewed OAQDA’s banking relationships and whether or not they needed to be changed in coming years. Mr. Morris said Rea & Associates in its scope as auditors does not review the relationships and provide financial advising, and noted that their audit test was focused on compliance and verification.

#### 10. Executive Director’s Report

Christina O’Keeffe

Director O’Keeffe informed Authority members that the Cargill project is on track to close near the end of April. She stated that they are working toward agreements associated with local government engagement to document the fact that the company is not seeking any of the tax relief associated with the exemptions of OAQDA’s certificate. Work is continuing on the follow-up to the discussions related to green bonds, and the pursuit of a third-party verifier who would review this designation on a project-by-project basis rather than on a program level. OAQDA interviewed a candidate who could serve this role, and a recommendation will be made to the Board Members in an upcoming board meeting. She stated that the idea is to have a firm on stand-by who knew OAQDA and its program, and when there is an eligible project, they could work with the verifier. She noted that fees would be assessed to the project, as it is traditionally done.

She said an ongoing goal for the CARC program is fiscal sustainability. Funding for the program is

confirmed through the next biennium operating budget, but after June 2023 additional funds would be needed. She said good conversations had been initiated with Ms. Factor and the Ohio EPA and that they were beginning to explore options for the continued partnership with the two agencies.

Members were informed that House Bill 128 was adopted and signed by the Governor, and OAQDA is reviewing its requirements to make any necessary adjustments with program administration, including the review and approval of solar facilities that are now eligible for the Solar Generation Fund. Updates and board action will be part of an upcoming board meeting. Director O’Keeffe also commented that Ms. Pertner is also reviewing the budget to allow OAQDA to move forward with additional personnel to support the program.

Director O’Keeffe introduced the 2020 Annual Report, entitled *Supporting Businesses for a Stronger, Healthier Future*, and thanked Chairman Simon, Vice Chairman Keenan, and Mr. Curtin for working with her on the theme. She noted that it was focused on the resiliency and strengthening of OAQDA’s programs in 2020. She showed a picture of the cover, which featured a photo of Mount Vernon, Ohio, and acknowledged Gabe Lorenz for taking the photo. She shared two quotes used in the report from companies who had participated in OAQDA’s programs in 2020, noting that report is focused on people and storytelling. She recognized the gratitude expressed by business customers for OAQDA’s support and customer service. The report is on track to be released on April 20.

Director O’Keeffe provided a brief update on its government affairs, primarily with the budget process. A lot of action is expected in the House in the upcoming week. She stated that OAQDA’s budget request was expected to be assigned to the Local Government & Elections Committee in the Senate. The Authority will appear before JCARR on April 19 for minor amendments to rules related to confidential personal information.

She directed Members to the monthly financial report through the end of March as prepared by Ms. Pertner that was included in their monthly meeting materials.

On Chairman Simon’s behalf, she inquired about the Members’ preference for when to return to in-person meetings. Under existing state law, OAQDA has until the end of June to continue holding virtual board meetings; however, she’s interested in their preference if Members are interested in returning sooner. Mr. Celeste asked if OAQDA returned to in-person meetings, whether Board Members would be able to continue to participate and vote virtually. General Counsel said that the ability to be considered present virtually for voting and quorum purposes was scheduled to expire on July 1. He further stated that, while there is a legislative bill introduced to extend the virtual meeting date, it is unknown at this time whether it will be passed by the General Assembly. Vice Chairman Keenan said OAQDA should try to be proactive on available options, especially in light of new variants of COVID that are showing up. He encouraged if there can be discussions as part of legislative matters. Director O’Keeffe said she would consult with Deb Hackathorn, OAQDA’s government affairs consultant, and reach out to the Governor’s office on whether there is any updated guidance as we look ahead.

Mr. Celeste suggested there could be a recommendation for quarterly or biannual in-person meetings with others being done virtually and noted that virtual meetings were valuable for applicants who would otherwise need to travel across the state. He noted however, that there is still value in meeting in-person sometimes. Vice Chairman Keenan said that he would prefer to have the option to be virtual or in-person.

Mr. Celeste inquired on residency requirements for Authority Member and General Counsel confirmed that the statute provides that every member should be a resident and qualified elector, or registered voter, of the state.

Director O’Keeffe confirmed that the preference of the Members is to continue with virtual meetings until the legislation expires. Vice Chairman Keenan responded affirmatively. Ms. Factor noted that the Ohio EPA may be putting their plans to return to the office on hold and Mr. Phillips noted the same for the Ohio Department of Health.

#### 11. Adjournment

The Chairman adjourned the meeting at 11:02 a.m.

**The regular meeting of the *OHIO AIR QUALITY DEVELOPMENT AUTHORITY* will be held remotely on **Tuesday, May 11, 2021.****