



**Annual Business Meeting  
Board of Directors  
April 20, 2023**

**Present:**

Olivia Achuko, DOEE  
Fatemeh Allahdoust, VDOT  
Sarah Bagley, Alexandria  
Matthew Chen, Blink Charging  
Angela Conroy, VDEQ  
Tracye Funn, Washington Gas  
Sylvia Glass, Loudoun County Board of Supervisors  
Halie Mitchell, VDOT  
Randy Mosier, MDE  
Jennifer Raley, SMECO  
Najib Salehi, Loudoun County  
Kelsey Sisko, MDE  
Kari Snyder, MDOT  
Mike Sowko, NWS  
Glenna Tinney, Citizen Representative  
Kristen Willard, COPD Foundation

**Staff:**

Adrienne Dealy, Sherry Matthews  
Jen Desimone, Clean Air Partners/MWCOG  
Lauren Karasek, Sherry Matthews  
Anna Marshall, BMC  
Elizabeth Spike, Clean Air Partners

**Call to Order:** Randy Mosier called the meeting to order at 12:40 pm. The minutes were approved as submitted.

**Nomination of Members and Officers:** Glenna Tinney

The Following new members were nominated:

Robert Erdman, Electric Vehicle Association of Greater Washington DC  
Nia Reed-Jones, Black People Ride Bikes

The following renewing members were nominated:

Sylvia Glass, Loudoun County Board of Supervisors  
Mike Sowko, National Weather Service  
Najib Salehi, Loudoun County  
Judy Galen, Commuter Connections  
Kristen Willard, COPD Foundation

A motion was made to accept the slate of nominees and officers. After a second motion, the Board approved the slate of members and officers.

**FY 2024 Work Program and Budget:** Jen Desimone

The FY 2023 work program and budget was presented to the Board.

The FY 2024 budget is \$1,003,032. The State DOT's and COG contribute 64% of the budget. Sponsorships account for 5% and carry-over contributes 32%. The FY 2024 budget increased by 19% over the previous fiscal year.

The work program is broken into 4 program areas including:

1. Education and Outreach – 32% of total expenditures
2. Marketing and Public Awareness – 30% of total expenditures
3. Special Projects – 32% of total expenditures
4. Program Administration – 6% of total expenditures

The Work Program and Budget was developed from the priorities in strategic plan. FY 2024 will include an emphasis on environmental justice and lawn and garden initiatives. The Board voted and unanimously approved the work program and budget.

**Marketing and Fundraising Updates:** Adrienne Dealy, Sherry Matthews

The 2024 summer campaign will launch during Air Quality Awareness Week with Backyard Bubble events. The campaign will include a partnership with Ace Hardware stores across the Baltimore-Washington region and include a contest with digital ambassadors and a social media promotion. Giveaways will include battery electric lawn tools and propane grills. MDE, DOEE, DCSEU, and VDEQ have sponsored the campaign allowing for three additional backyard bubble events – 1 in Baltimore, 1 in DC, and 1 in VA. SMECO's sponsorship was used for a pop-up event in Calvert County.

August will be designated as Ozone Action Month and include on-the-ground outreach with the Car Bubble exhibit and pop-up events. Board media training was completed and will increase the number of spokespeople on behalf of Clean Air Partners.

**Clean Air Partners Update:** Jen Desimone

Education Program Manager – Elizabeth Spike was awarded the Education program Manager contract.  
Committees – Volunteers were requested for the Education and Environmental Justice committees.

**Adjournment:** 2:00 pm