Attendees:
- Reed Soper - UDOT Mountain View Corridor
- Cameron Cova – Breathe Utah
- Kathy Van Dame – Wasatch Clean Air Coalition
- Linda Hansen – PTA
- John Close – Utah Transit Authority
- Corbin Anderson – Salt Lake County
- Andy Neff – Langdon Group (facilitator)
- Andee DeVore – Langdon Group (co-facilitator)

Minutes:
- **Overview**
  - The status of the Hillside installation is unknown.
  - Linda has a meeting with the Granite School District (GSD) superintendent on Jan. 22nd, 2018.
  - Reed will work on drafting an email to GSD regarding the planned relocation of portables from Hunter High.
  - Andy contacted the planning director at West Valley City to see if they wanted to assign a rep for the AWG. Reed suggested having Joe get with the City and Linda recommended going through the Mayor.
  - The Langdon Group’s facilitation contract mod. was approved for another six meetings through the year.

- **GSD Installation Update**
  - The Hunter High installation is complete. The next step is to finish Hillside and hopefully take a tour. Reed and Andy will continue to try to contact Steve to get the status on Hillside.
  - The other three schools are expected to be upgraded this summer. The team still needs to hear back from GSD on the plan.
  - Kathy posed the question to the Group of whether the evaluation of the two completed schools should be done now, or if the Group should hold off on evaluations until all five schools are completed. The factors that go into this decision include deciding what the Group wants to include as part of the independent evaluation (i.e., evaluating the upgrades themselves to see if what was prescribed was actually done), as well as whether indoor/outdoor monitoring will be done. Kathy and Cameron agreed that the indoor/outdoor monitoring is going to be the most useful and relevant data.
  - Linda mentioned she saw the value in doing the evaluation now, but wondered whether there was any value to waiting until all the schools are complete. Kathy suggested it would be hard to get the evaluation done this winter, so doing it all at once could be the better option. Reed added that the indoor/outdoor monitoring should be done in the same portion of the year as when it was last done. Furthermore, there are also
economic benefits to doing them all at once, though this would mean putting the evaluation off a year.

- Andy asked for clarification on whether the independent evaluation was meant to determine if the equipment was installed properly and working and if the air quality evaluation would be separate from that. It was determined that the language in the contract focuses on “effectiveness and functioning.”

- John also mentioned the issue of future air quality monitoring. Reed said those episodes are going to be based on the remaining budget.

- Kathy mentioned that, if the Group did split the evaluation and have one inspection be completed by an HVAC contractor, it could be done at any time regardless of the weather. However, the in/out monitoring should probably be conducted in the wintertime in the peak of the inversion season. Reed concurred, stating that wintertime is the time when air quality issues are generally at the forefront related to health. Inversion days, when pollution levels are at their highest, are good days to check inside pollution levels. The hope is that if the evaluation is conducted for two-to-four months during inversion season, it will catch one of those inversions. Regardless of what the Group does, though, in terms of writing up a contract for consultants or monitors, the Group needs to be very specific about what they want the consultants to do and need to share the design information so they can actually look at those plans and evaluate off of that.

- With budget in mind, Cameron expressed preference for earmarking monitoring for function tests and exploring whether these systems are really doing what they are supposed to be doing. She also questioned whether using AWG money to confirm the systems are working is the best use of funds, as the school district may have already required them to be functioning as part of the contract.

- Reed added that he would like to know what specifications were provided by the school district to the contractors. Kathy agreed that the Group needed to see the specifications, as well as more information related to the CO2 monitors (i.e., why they were added and, if the Group paid for them, why they’re not working).

- Hillside installations may not be completed yet and, if not, then the in/out monitoring cannot be completed. Reed suggested just doing the monitoring at Hunter, but reminded the Group that the more separate monitoring episodes, the more expensive it will be. Thus, doing all five of the evaluations at once should cost less, probably in the neighborhood of $90K-$100K for the two schools.

- There were questions about how many elementary schools were initially monitored. Reed recalled four out of the five schools being monitored with the indoor/outdoor contract, as it was likely the study would get similar readings for the schools close to the Corridor.

- Kathy made a motion that there be an evaluation of the specs so the Group can understand what was installed and that, once the schools are done, there be an in-out evaluation of function. Linda seconded the motion. Reed said he would coordinate with GSD to understand what their QC/QA program was like during installation, as well as get the spec information. Reed will then distribute that information to the Group. If he can make sense of it, he will try to provide some commentary to give the Group a starting point. Once the Group sees that information, a recommendation for next steps can be formulated. As a consequence, the independent evaluation will be postponed until next winter.
• Media Plan
  o Andy reported that Dave Smith said UDOT central communications will need to review the draft of the press release and provide comments. The Granite School District communications team should also review the draft. The intent of the press release is to get the press interested, so there will be follow-up calls to UDOT and GSD. Having the other communications teams review the document will help them prepare and become comfortable with messaging. UDOT also wants to make sure things are accurate and be able to respond intelligently when a reporter calls them.
  o Andy asked who the Group’s spokesperson should be. It was decided that Linda would be the main contact, and then she would guide reporters to other members as necessary.
  o The Group is going to get the main parties together to look at the press release and brainstorm questions from the press to prepare and respond accordingly. The AWG will create their own talking points so the Group has a coherent message that reflects the AWG and doesn't put a lot of pressure on one person to anticipate everything. Andy said he would send a copy of the press release to GSD and then schedule a meeting to brainstorm questions.

• Other
  o Andy said he would send out a Doodle Poll to determine when the team would be able to meet again in roughly a month.