



**PIMA COUNTY BOARD OF SUPERVISORS  
DISTRICT 1**  
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**ALLY MILLER**  
SUPERVISOR

**MEMORANDUM**

Date: **September 14, 2017**

To: Julie Castaneda, Clerk of the Board      From: Ally Miller, District 1 Supervisor  
Pima County Board of Supervisors

Re: **Agenda Addendum**

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Please place the following item on the **September 19, 2017** Board of Supervisors **Agenda Addendum**:

**DISCUSSION AND CLARIFICATION**

To discuss and clarify the process for public records requests including but not limited to requests for correspondence and emails, and specifically as to the responsible party for requesting, reviewing and redacting information contained in documents produced for and/or by the Board of Supervisors and their staff.

**SUBJECT:** Email dated August 17, 2017 from Clerk of the Board to District 1 Supervisor Miller and staff regarding the Board's direction that, "the Clerk of the Board's Office is responsible for requesting, reviewing and redacting all emails requested for the Board of Supervisors and their staff" (see, attached email dated 8/17/2017 from Public Records/Clerk of the Board to District 1 Supervisor Miller and staff).

SEP 14 17 PM 04:14 PC CLK OF BD  
AKS

**JoAnn di Filippo**

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**From:** Publicrecords  
**Sent:** Thursday, August 17, 2017 2:31 PM  
**To:** Ally Miller; JoAnn di Filippo; Lynne St. Angelo; Therese Rubink; Sandy Russell  
**Subject:** PRR No. 2017-238

Good afternoon,

When PRR No. 2017-238 was forwarded to your office, the email contained the following verbiage:

***The Clerk of the Board's Office will be responsible for requesting emails from the IT department. Once the emails are received they will be distributed to the appropriate departments for review and redaction.***

Please note, per the Board's direction, the Clerk of the Board's Office is responsible for requesting, reviewing and redacting all emails requested for the Board of Supervisors and their staff.

We apologize for not including that reminder in the previous email.

Thank you,  
Clerk of the Board  
520-724-8449

SFP 14:17:04:14 PC CLK OF RD

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