



# MEMORANDUM

Date: October 24, 2023

To: The Honorable Chair and Members  
Pima County Board of Supervisors

From: Jan Lester *Jan Lester*  
County Administrator

Re: **Board Requested Documents - Air Quality Hearing Board Manual of Procedures**

The Pima County Air Quality Hearing Board (AQHB) Manual of Procedures was established in the 1970s and last updated in 1978. A relatively recent air quality permitting action was challenged which resulted in the Pima County AQHB being convened for the first time in several years. During that process, the Pima County AQHB Manual of Procedures was determined to be out of date in comparison to other County's AQHBs (i.e. Maricopa, Pinal Counties) Manual of Procedures and in need of being updated. The Pima County AQHB conducted a public process to review and revise the Pima County AQHB Manual of Procedures.

The updated Pima County AQHB Manual of Procedures was on the October 17, 2023, Pima County Board of Supervisors agenda for approval. At that Board meeting, Pima County Board Chair Adelita Grijalva and Supervisor Steve Christy requested an executive summary of the Pima County AQHB Manual of Procedures, the changes made to the Manual of Procedures (i.e. redline) and background documentation from the public comments received and responded to.

## November 7, 2023 Board Meeting

As requested by Chair Adelita Grijalva and Supervisor Steve Christy, please see the attached October 23, 2023, memorandum from the Pima County AQHB Chair Marian C. LaLonde, which includes the Board requested documents and links to those documents.

JKL/dym

Attachment

c: Carmine DeBonis, Jr., Deputy County Administrator  
Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer  
Steve Holmes, Deputy County Administrator  
Scott DiBiase, Director, Environmental Quality  
Marian C. LaLonde, Chair of the Air Quality Hearing Board

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*MW*



## Air Quality Hearing Board

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**Madam Chair**  
Marian C. LaLonde

**Madam Vice- Chair**  
Ann Marie Wolf

**Members**  
Dr. Paloma Beamer  
Dr. Philip Harber  
Dustin Fitzpatrick

October 23, 2023

Honorable Chair and Members of the Pima County Board of Supervisors and County Administrator Jan Leshar

**Re: Update to the Pima County Air Quality Hearing Board Manual of Procedures.**

On October 17, 2023, we requested approval of the updated Manual of Procedures for the Pima County Air Quality Hearing Board. The Board of Supervisors requested an Executive Summary and supporting documents which are attached and linked below.

I appreciate your time in this matter and if you need additional information, please feel free to contact me Marian C. LaLonde [mlalonde@fennemorelaw.com](mailto:mlalonde@fennemorelaw.com) or Fatima Muñoz, Air Quality Hearing Board Secretary [fatima.munoz@pima.gov](mailto:fatima.munoz@pima.gov).

Respectfully,

Digitally signed by: LaLonde, Marian  
DN: CN = LaLonde, Marian email =  
mlalonde@fennemorelaw.com OU = FirmUsers, TUC  
Date: 2023.10.23 15:59:33 -07'00'

**Marian C. LaLonde**

T: 520.879.6811 | F: 520.879.6890

**Attachments:**

[Executive Summary](#)

[1978 Manual of Procedures with Cross Reference](#)

[Maricopa-Pinal-Pima Comparison Redline](#)

[AQHB Response to Public Comment Final](#)

[Pima County Manual of Procedures FINAL](#)

C: Francisco Gracia, MPH, Deputy County Administrator  
Scott DiBiase, PDEQ Director  
Judy Tovar, PDEQ Deputy Director