



**BOARD OF HEALTH SPECIAL MEETING MINUTES**  
**Monday, August 28, 2023 | 4:00-5:00 pm**  
**VIRTUAL**

ITEM	TOPIC/ACTION	PRESENTER
1.	<p><b>CALL TO ORDER:</b> The virtual meeting was called to order at 4:04 pm</p> <p><b>A. Roll Call</b></p> <p><b>Members Present:</b> Debra Baldauff, Paula Banahan, Matthew Farber, Supervisor Bill Gates, Cynthia Hardy, Robert MacMillan, Veronica Oros, Lorenzo Sierra, Paul Stander</p> <p><b>Ex-Officio:</b> Marcy Flanagan</p> <p><b>Members Absent:</b> Joanne Osborne</p> <ul style="list-style-type: none"> <li>• There was a quorum (6) of members.</li> </ul> <p><b>B. Call to the public:</b> There were no requests to speak.</p>	President MacMillan
2.	<p><b>Appointments to the Board of Health</b></p> <p>Ms. Flanagan welcomed the newest members of the Board of Health whose appointments were approved by the Board of Supervisors.</p> <ul style="list-style-type: none"> <li>• <b>Lorenzo Sierra</b>, representing District 5. Term of service is August 9, 2023 through December 31, 2024.</li> <li>• <b>Veronica Oros</b>, member-at-large. Term of service is August 23, 2023 through December 31, 2024.</li> <li>• <b>Cynthia Hardy</b>, representing District 1. Term of service is August 23, 2023 through December 31, 2025.</li> </ul>	Marcy Flanagan
3.	<p><b>Continuance of Officer Term and Postponement of Elections (vote to continue at next board meeting)</b></p> <p>President MacMillan asked the Board for a motion for the continuation of elections, and continuance of officer terms, moving the agenda item to the next Board of Health meeting.</p> <ul style="list-style-type: none"> <li>• <b>Motion:</b> Lorenzo Sierra</li> <li>• <b>Second:</b> Dr. Paul Stander</li> <li>• <b>Motion status:</b> Approved unanimously</li> </ul>	President MacMillan
4.	<p><b>Environmental Services Department Fee Waiver Applications</b></p> <p><b>A. Request for Board of Health approval of (25) fee waiver applications</b></p> <p>Fee Waiver Staff Report and Board of Health Fee Waiver Application Summary Sheet</p>	Robert Stratman

	<p>This quarter the department reviewed twenty-five (25) fee waiver applications. Of the applications reviewed, staff determined that all meet the criteria outlined in the Maricopa County Environmental Health Code.</p> <p>As a reminder, only an operator of a charitable nonprofit establishment which operates to provide relief predominantly for the poor, distressed, or underprivileged may apply to the Board of Health for a waiver of a permit fee. A waiver of a permit fee may be granted only to the operator of an establishment, which maintains a current 501(c)(3) tax-exempt designation from the Internal Revenue Service and who demonstrates to the Board of Health that payment of said fee will cause financial hardship.</p> <p>Applications for waivers of Temporary Food Establishment fees will be processed on a first come, first served basis in accordance with Chapter I, Regulation 5 a. of the Environmental Health Code. The Department shall only present a maximum of twenty-five (25) of such applications per event to the Board of Health.</p> <p>In addition, a waiver of fees associated with the administering and issuance of a food employee certificate (in compliance with A.R.S. § 41-1080) may be granted to a current student, enrolled in a K-12 culinary arts school program or similar curriculum-based programs requiring food employee certificates. The sponsoring school district must demonstrate to the Board of Health that payment of said fee will cause financial hardship.</p> <p>Again, all fee waiver applications reviewed this quarter appear to meet the criteria.</p> <p>President MacMillan asked the Board for a motion to approve the Fee Waiver Application Summary Sheet.</p> <ul style="list-style-type: none"> <li>• <b>Motion:</b> Dr. Matthew Farber</li> <li>• <b>Second:</b> Dr. Paul Stander</li> <li>• <b>Motion status:</b> Approved unanimously</li> </ul>	
<p>5.</p>	<p><b>Air Quality Department</b>  <b>Approve initiation of regulatory change for the three rules:</b>                  Greg Verkamp explained that to initiate any changes to Air Quality rules, the Board of Health must approve the initiation process. It is one of the first steps in rulemaking. Stakeholder workshops were/will be held.</p> <ul style="list-style-type: none"> <li>• Supervisor Gates asked that Air Quality reach out to Merissa Hamilton who has expressed interest in the process. Kimberly Butler has provided Merissa with her contact information.</li> </ul>	<p>Greg Verkamp/                  Kimberly Butler</p>

	<p><b>resident MacMillan asked the Board for a motion to approve AQ-2022-003 Rule 313.</b></p> <p><b>A. AQ-2022-003 Rule 313 (Incinerators, Burn-Off Ovens, and Crematories)</b>                  The Maricopa County Air Quality Department (MCAQD) is proposing to revise Rule 313 to clarify, update, and restructure the rule. Upon adoption of the revised rule, MCAQD plans to submit the rule to the U.S. Environmental Protection Agency (EPA) to replace Rule 35 (Incinerators) and the 2012 version of Rule 313 in the Arizona State Implementation Plan (SIP).</p> <ul style="list-style-type: none"> <li>• <b>Motion:</b> Dr. Matthew Farber</li> <li>• <b>Second:</b> Paula Banahan</li> <li>• <b>Motion status:</b> Approved unanimously</li> </ul> <p><b>President MacMillan asked the Board for a motion to approve AQ-2022-004 Rule 330.</b></p> <p><b>B. AQ-2022-004 Rule 330 (Volatile Organic Compounds)</b>                  MCAQD is proposing to revise Rule 330 to clarify, update, and restructure the rule. Proposed revisions include clarifying the purpose of the rule, removing outdated provisions more thoroughly addressed in other MCAQD rules, and restructuring the rule to ensure consistency within the Maricopa County Air Pollution Control Regulations.</p> <ul style="list-style-type: none"> <li>• <b>Motion:</b> Dr. Debra Baldauff</li> <li>• <b>Second:</b> Dr. Matthew Farber</li> <li>• <b>Motion status:</b> Approved unanimously</li> </ul> <p><b>President MacMillan asked the Board for a motion to approve AQ-2023-003 Rule 331.</b></p> <p><b>C. AQ-2023-003 Rule 331 (Solvent Cleaning)</b>                  MCAQD is proposing to revise Rule 331 to remove a Reasonably Available Control Technology (RACT) deficiency identified by the EPA so the rule can be approved into the Arizona SIP as meeting RACT. MCAQD is also considering other revisions to improve and clarify the rule. In addition, MCAQD plans to replace SIP Rule 34, Sections F-K (Organic Solvents – Volatile Organic Compounds (VOC)) with the revised rule to update the SIP and clarify regulatory requirements.</p> <ul style="list-style-type: none"> <li>• <b>Motion:</b> Dr. Matthew Farber</li> <li>• <b>Second:</b> Lorenzo Sierra</li> <li>• <b>Motion status:</b> Approved unanimously</li> </ul>	
<p>6.</p>	<p><b>Adjournment</b>                  President MacMillan asked the Board for a motion to adjourn.</p> <ul style="list-style-type: none"> <li>• <b>Motion:</b> Paula Banahan</li> <li>• <b>Second:</b> Dr. Matthew Farber</li> <li>• <b>Motion status:</b> Approved unanimously</li> </ul> <p>The meeting ended at 4:38 pm</p>	<p>President MacMillan</p>