

**SACRAMENTO METROPOLITAN  
AIR QUALITY MANAGEMENT DISTRICT**

FOR AGENDA OF: JANUARY 27, 2005

**To:** BOARD OF DIRECTORS  
SACRAMENTO METROPOLITAN AIR QUALITY  
MANAGEMENT DISTRICT

**FROM:** LARRY GREENE  
AIR POLLUTION CONTROL OFFICER

**SUBJECT:** NOTIFICATION OF TERM EXPIRATION FOR HEARING BOARD MEMBER

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**Recommendation**

Staff recommends that the Board:

1. Accept this memorandum as notice of the expiration of the term of office of one of the Public Member positions on the SMAQMD Hearing Board; and
  2. Undertake the actions necessary to fill this pending Hearing Board vacancy.
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**Background**

The Hearing Board meets monthly to hear and decide upon petitions for variances from SMAQMD rules, regulations or orders of the District, and hears appeals from permit and emission reduction credit decisions by the District. Hearing Board members are appointed by your Board for three-year terms and are compensated \$75 per hearing.

In January 2004, Tim Olson was selected to fill the vacancy left by a member who was unable to complete his three-year term as one of the public members on the SMAQMD Hearing Board. He has been serving as a Public Member on the Board since that time.

On March 7, 1996, your Board established procedures for appointing individuals to the Hearing Board in order to facilitate city and county input into the selection process. The procedures include a recruitment process by District staff and selection and interviews by a panel made up of one Administrative Assistant from each Board Member.

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**Mr. Olson's Situation** Mr. Olson has been informed that his term will be expiring in April and he is interested in reappointment.

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**Timelines** The following table outlines the timelines we have established for bringing this appointment before the Board of Directors.

| DATE                        | MILESTONE  |
|-----------------------------|--|
| January 27, 2005            | Application period opens   |
| February 24, 2005           | Application period ends  |
| March 3, 2005               | Hearing Board Clerk delivers copies of applications to Administrative Assistants review panel; panel begins review of applications |
| Week of March 21, 2005      | Panel meets to discuss applications and select candidates for interviews   |
| March 25, 2005              | Panel notifies Hearing Board Clerk of selected applicants  |
| March 27, 2005              | Hearing Board Clerk schedules candidate interviews.  |
| Week of April 11 - 14, 2005 | Interviews held and final candidate chosen   |
| April 15, 2005              | Panel notifies Hearing Board Clerk of finalist. Clerk (via staff report) notifies APCO.  |
| April 28, 2005              | Board of Directors appoints new public member  |

The Administrative Assistants may wish to forego the interviewing process and simply recommend the appointment of a Hearing Board candidate.

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**Staff Contact** Should you or your administrative assistant have any questions, please give me a call at 874-4802 or call Donna Anderson, the SMAQMD's Hearing Board Clerk at 874-4809.

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Respectfully submitted,

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Larry Greene  
Air Pollution Control Officer