

ILLINOIS POLLUTION CONTROL BOARD
November 8, 1984

IN THE MATTER OF:)
)
PUBLIC INFORMATION, RULEMAKING) R84-41
AND ORGANIZATION (2 ILL. ADM.)
CODE 2175))

Adopted Rule. Final Order.

OPINION AND ORDER OF THE BOARD (by J. D. Dumelle):

Pursuant to Section 4.01(a) of the Administrative Procedure Act [Ill. Rev. Stat. c. 127, par. 1004.01(a)], the Board is required to maintain the following:

1. a current description of agency's organization with necessary charts depicting same;
2. the current procedures on how the public can obtain information or make submissions or requests on subjects, programs, and activities of the agency;
3. table of contents, indices, reference tables, and other materials to aid users in finding and using the agency's collection of rules currently in force; and
4. a current description of the agency's rulemaking procedures.

These rules become effective upon filing and need not be the subject of hearings, notice, or public comment. The intent of this requirement appears to be to have one place in the Ill. Adm. Code that contains overviews of the various rulemaking bodies which can be used by the uninitiated to gain an understanding of what those bodies do, how they do it, and how further information may be obtained.

The Board adopted such rules on April 27, 1984, under docket R83-27. However, since that time the Board has been appropriated funds to establish a Scientific/Technical Support Section which will be composed of a co-ordinator, three scientific/technical staff, an assistant and a secretary. This requires the Board to amend 35 Ill. Adm. Code 2175.20 regarding the description of the Board staff and 2175 Appendix A which is an organizational chart.

ORDER

The Board hereby adopts the following amendments to 35 Ill. Adm. Code 2175:

TITLE 2: GOVERNMENTAL ORGANIZATION
 SUBTITLE E: MISCELLANEOUS STATE AGENCIES
 CHAPTER XXVIII: POLLUTION CONTROL BOARD

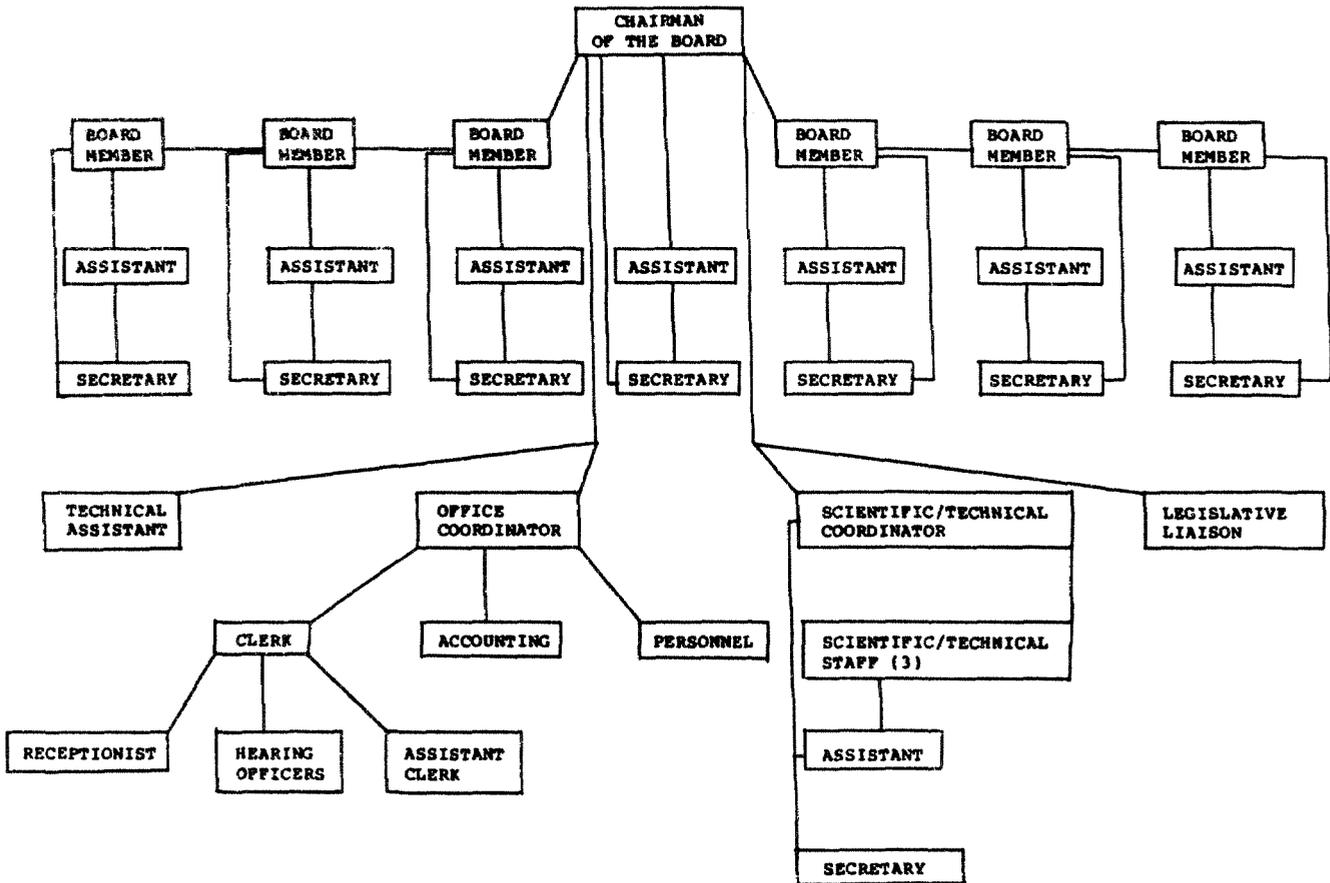
PART 2175

PUBLIC INFORMATION, RULEMAKING AND ORGANIZATION

Section 2175.20 Staff

- a) Under Section 5 of the Act, each Board member may employ one assistant and one secretary, except the Chairman who may employ one secretary and two assistants. In addition, the Board employs a legislative liaison who serves the entire Board.
- b) The Board also employs an Office Coordinator who directs and supervises the Clerk's office and the administrative and fiscal management of the office. In addition, the Coordinator is responsible for personnel management, office accounting and the general operations of the office.
- c) The Board employs a Scientific/Technical Support Section which gathers such technical and scientific data as may be required by the Board in the performance of its duties, provides expert guidance to the Board in the formulation of regulations and proposes and secures outside expertise to fill gaps in the records of formal proceedings. The Section initiates literature and other document review and seeks the potential assistance of other federal and state agencies and academic institutions.
- e d) The Clerk's office consists of a Clerk and one or more Assistant Clerks who are responsible for maintaining the Board's files and arranging hearings. The Clerk also serves as public liaison for the Board. In addition to the duties mentioned above, the Clerk maintains a list of attorneys who serve on a contractual basis as the Board's hearing officers in all non-regulatory proceedings. Board assistants usually act as hearing officers in all regulatory proceedings.
- d e) The Board may also employ such other personnel as may be necessary and to the extent that the budget allows.

APPENDIX A



IT IS SO ORDERED.

I, Dorothy M. Gunn, Clerk of the Illinois Pollution Control Board, hereby certify that the above Opinion and Order was adopted on the 8th day of November, 1984 by a vote of 6-0.

Dorothy M. Gunn
Dorothy M. Gunn, Clerk
Illinois Pollution Control Board