



Meeting: Administrative

Date: July 12, 2006

CAB Members Present: Kathleen Peterson, Chair; Marian Lawrence, Vice Chair; Robert Gatliff, Dave Hermann, Steve Hopkins, Vernell McNeal, Ted Oom, Warren Pawliuk, Charles Phillips, Jackson Ramsey, Ph.D., David Rosin, M.D., Jan Spinato, Engelbrecht von Tiesenhausen, Stacy Standley, Harold Sullivan, James Weeks, and Walter Wegst, Ph.D.

Liaison Members Present: Tim Murphy, NDEP

CAB Members Not Present: Paul Adras, Bill Aldrich, Kaye Allisen-Medlin, Robert Johnson, and Genne Nelson

Liaison Members Not Present: Steve Mellington, NNSA; David Ek, National Park Service; David Swanson, Nye Co. Nuclear Waste Repository Office; and Tiffany Lantow, DTRA.

Department of Energy: Kelly Snyder, DDFO

Facilitator: Carla Sanda, Consensus by Design

Support Staff: Elizabeth Thomson, UNLV; and Kay Planamento, Navarro Research and Engineering

Agenda

- Committee Updates
- Approval of June 3, 2006, Orientation/Retreat Draft Minutes
- Approval of U.S. Department of Energy-Headquarters (DOE-HQ) Site Specific Advisory Board (SSAB) Appointment / Reappointment Letter
- Planning for September 2006 Work Plan Development/Election of Officers
- Discussion of Revised SSAB Operating Procedures
- SSAB September National Meeting
- DOE News
- July State of Nevada FFACO Notifications
 - Closed in Place Corrective Actions: CAU 116 and CAU 118

Environmental Management Public Information Review Effort (EMPIRE) Ad Hoc Committee

The Committee is presently reviewing DOE/NSO EM fact sheets to evaluate whether or not they may be understandable and helpful to the general public. Jan Spinato reported that the committee met immediately prior to the Administrative meeting to report initial findings/recommendations to Kelly Snyder, DOE-NSO. Once the committee has completed its review of these fact sheets, it will prepare a letter to DOENSO with its suggestions for revisions to the fact sheets.

Transportation/Waste

Dave Hermann reported that the committee is waiting to review the National Disposition Strategy on Low Level / Mixed Low-Level Waste when it becomes available.

UGTA

Engelbrecht von Tiesenhausen announced that the committee will review the response from DOE-NSO regarding the committee's recommendations for possible well locations. After receiving and reviewing additional information from the University of Nevada-Las Vegas (UNLV) technical advisors, a meeting will be scheduled to clarify questions and discuss the path forward with DOE-NSO.

Orientation/Retreat Minutes

Jack Ramsey moved, seconded by Steve Hopkins, to approve June 6th Orientation/Retreat Minutes as written. Motion passed unanimously

DOE-HQ SSAB Appointment / Reappointment Letter

Full board approved sending a letter to James Rispoli, Assistant Secretary for Environmental Management, to accept appointment / reappointment to the CAB.

2006 Work Plan Development/Election of Officers

Kelly Snyder announced that the Work Plan for FY 2007 must be in place by October 1, 2006. If work plans are modified during the year, the CAB must write a letter for approval to Mr. Rispoli. CAB members agreed to add a bullet to the work plans that would allow a committee to take on other "related work as it applies to EM projects," brought forth throughout the year to minimize the need for formal work plan modification.

August Administrative Meeting

Jack Ramsey moved, seconded by Jim Weeks, that the August Administrative meeting be cancelled. Motion passed unanimously.

CAB Standard Operating Procedures (SOPs)

Kelly Snyder announced that, in an effort to try and standardize SSAB operations throughout the DOE complex, DOE-HQ has issued a template to be used for the SOP development. CAB members were asked to review an electronic copy of the proposed SOPs and forward any comments to Kay Planamento by August 9, 2006.

SSAB National Meeting (9/6-9/8/2006 in Santa Fe, New Mexico, hosted by the Northern New Mexico CAB)

Main agenda items are: Waste Disposition and Groundwater Technology.

Kathleen Peterson, CAB Chair, will attend the meeting along with a member of the UGTA Committee (to be selected by UGTA committee members).

DOE News

The CAB Office will be moving from its current Losee Road location into the offices of Stoller-Navarro Joint Venture by the end of the fiscal year.

July State of Nevada FFACO Notifications

CAB members were invited to read and comment on the upcoming Closed in Place Corrective Action documents for CAU 116 and CAU 118.

Meeting adjourned