



**MINUTES**  
**EMPIRE Committee Meeting**

**Date:** November 8, 2006

**Chair:** Jan Spinato

**Vice Chair:** Walter Wegst, Ph.D.

**Committee Members Present:** Jan Spinato, Walter Wegst, Paul Adras, Bob Gatliff, David Rosin, Stacy Standley, Vernell McNeal

**Committee Members Not Present:** Marian Lawrence

**Department of Energy:** Kelly Snyder, DDFO

**Support Staff:** Helen Neill, Kay Planamento

Committee members provided the following recommendations for all future informational materials:

- The term “stakeholder” may not be clearly understood by the reader and should be clarified to ensure that the reader understands that it refers to anybody who has a “stake” in the outcome; e.g., interested public, workers, regulators, etc.
- A standardized, easy-to-understand definition of the various types of radioactive waste should be developed and included in any fact sheet dealing with the topic.

In response to a request from committee members for a complete listing of all fact sheets, Kelly Snyder referred them to the Nevada Test Site web site, [www.nv.doe.gov](http://www.nv.doe.gov), where a complete listing is available by clicking on the “Library” section, and then clicking on “Fact Sheets”.

The committee reviewed and approved the transmittal letter to the DOE/NNSA EM stating its concerns to accompany written suggestions regarding the Regulatory Requirements and Planning and Budgeting fact sheets, for circulation to the committee for comment. The letter will be finalized for approval at the November 8 Full Board meeting.

The committee reviewed the fact sheet titled “Environmental Management” and provided specific, detailed comments as well as an overall recommendation that the design made it somewhat difficult to read. Committee members will next focus on the following fact sheets: *The Federal Facility Agreement and Consent Order, The Nevada Site Office Environmental Management Public Involvement Program, and the Environmental Management Speakers Bureau.*

The next meeting is scheduled for December 13<sup>th</sup> from 3:30 – 5 p.m. at the Stoller – Navarro conference room.