



MEETING MINUTES

Executive Committee

July 8, 2009

Atomic Testing Museum, Frank Rogers Auditorium
755 E. Flamingo Road, Las Vegas, Nevada 89119

Members Present: Dave Hermann, Chair; Walt Wegst, Vice-Chair; Bob Gatliff;
Ted Oom; Jack Ramsey; Hal Sullivan

U.S. Dept. of Energy: Kelly Snyder, DDFO

Facilitator: Denise Rupp, Navarro Research & Engineering, Inc.

EM SSAB Update

Kelly Snyder provided an update on recent Environmental Management Site Specific Advisory Board (EM SSAB) changes. Efforts are being made to make practices more consistent across the entire EM SSAB.

- Work Plan to be developed by the full board rather than on the committee level
- Work Plans and subsequent changes need to be formally submitted to Department of Energy (DOE) for approval
- EM SSAB Standard Operating Procedures (SOP) will be revised requiring changes to our Community Advisory Board (CAB) SOP
- All EM SSAB web sites will have a .gov address rather than a .com address and are being reviewed to incorporate a common layout

FY 2010 Work Plan Development

Denise Rupp outlined the Work Plan development plan for the CAB. Since the plan will be developed and voted upon by the Full Board, it will require a more workshop-type setting and will last longer than a regular Full Board meeting. DOE will provide updates on all EM projects and suggest topics for CAB recommendation. These topics, along with carryover from FY 2009 Work Plans and new suggestions will be discussed and voted on by the Full Board. Tasks will then be assigned to existing and/or new committees. A memo outlining the new Work Plan development process will be sent to all CAB members in mid-August. The matter of meeting date and length will be brought before the Full Board.

EM SSAB July 9, 2009 Conference Call

The next EM SSAB conference call is scheduled for July 9. Dave Hermann and Walt Wegst are not available. Hal Sullivan and Bob Gatliff volunteered to participate in the conference call on behalf of the CAB. Ms. Rupp will provide them with agendas and the call-in number.

Jennifer Ward Appreciation Letter

A thank you letter was prepared for Jennifer Ward's service to the CAB. It was signed by Mr. Hermann.

Chair/Vice-Chair Election

Three CAB members will be completing their six-year term in August 2010. To ensure continuity of leadership, it was suggested if a departing member is elected to the Chair then the Vice Chair should not be a departing member (and vice versa). The Committee agreed and this will be brought to the Full Board's attention.

Radioactive Waste Summit

Ms. Snyder advised the Committee of the upcoming Radioactive Waste Summit to be held at the J W Marriott in Summerlin (Las Vegas) in September. Funding is available for two attendees. This will be brought to the Full Board's attention.

The meeting adjourned at 4:45 p.m.