



SRS Citizens Advisory Board

Executive Subcommittee

**Meeting Record
January 20, 1998
Bldg 703-41A**

The Executive Committee met on Tuesday, January 20, 1998, at 5:30 p.m. at SRS Building 703-41A. Board Chair Ann Loadholt presided over the meeting. Other members in attendance included Brendolyn Jenkins, Lane Parker, Tom Costikyan, Bill Lawless, Beaurine Wilkins, Karen Patterson and Jimmy Mackey. Board facilitator Walt Joseph and Board Administrator Dawn Haygood also attended. Mary Flora was in attendance and Gerri Flemming was the Associate Designated Federal Officer present.

Procedure Review

Board Administrator Dawn Haygood briefly reviewed past procedures for awarding Board contracts. The previous Board Chair(s) set precedent in 1995 by specifying the Board Chair, Vice Chair and Budget Chair as the individuals responsible for reviewing technical proposals pertaining to full board business, such as the facilitation contract. The issues-based subcommittee chairperson are responsible for review of technical contracts pertaining to issues-related work. Written procedures were not deemed necessary. It was noted that the operating guidelines for the Executive Committee does give this body authority to handle administrative business so that the full Board can concentrate on environmental matters.

Facilitation Contract Renewal

Ann Loadholt discussed the need for good fiscal management regarding Board subcontracts and encouraged all chairs to be responsible when utilizing subcontract personnel. Presence does not necessarily provide adequate justification to attend a meeting, she said. Board members discussed the need for a strong facilitator and the services previously rendered. Board members agreed that the Board required autonomy and determined the facilitation contract should be offered for competitive bidding in 1998 in lieu of extension. The facilitation scope of work will be provided to the full board for comments and Dawn Haygood will work with Westinghouse procurement to ensure a "best-value" award process.

Board Philosophy Discussion

Tom Costikyan discussed his concerns regarding the Board's reluctance to bring outside materials (West Valley canisters) to SRS. He stated he was concerned about building a fence around the state. Mr. Costikyan stated that voting should be conducted according to understanding and not be heavily weighted by others opinions. Karen Patterson noted that perhaps that is inherent in the way the Board does business. It was noted that Board members should be encouraged to attend subcommittee meeting to learn more about the issues since this is where the in-depth work is accomplished. Board members have to rely on the work of the subcommittee to a degree.

Brendolyn Jenkins suggested that each presentation to the full Board should include the pros and cons associated with an issue. It was acknowledged that Board members need to do a better job of reviewing materials and asking questions prior to the full Board meeting. Everyone also agreed that the Board needed to get a better handle on national issues and the interdependence of DOE sites. It was noted that the Board is valuable group because of the varying knowledge of its members. It was also noted that if Board members do not feel comfortable with information presented, they should abstain rather than voting yes or no.

Low Level Waste Forum - Nevada Test Site CAB

The Nevada Test Site Citizens Advisory Board provided draft plans to hold a low-level waste forum in Nevada in April (see attached). It was determined that the SRS CAB should actively participate and provide resources if possible. Karen Patterson was asked to be the point of contact for the SRS CAB. It was determined that Bill Lawless and Karen Patterson should attend the meeting at a minimum. Ann Loadholt noted that generally the same Board members represent the SRS CAB at national meetings and suggested others may want to participate. She inquired if Beaurine Wilkins was interested. Brendolyn Jenkins and Lane Parker also offered to attend. Ann Loadholt requested that Dawn Haygood accompany the Board members as well.

Other Items

Beaurine Wilkins requested that the SRS CAB mail list be provided to the Center for Disease Control Health Effects Subcommittee. She also requested that the Georgia Department of Natural Resources be extended another invitation to participate in SRS CAB activities and agreed to author the invitation.

Meeting handouts may be obtained by calling 1-800-249-8155.