



Meeting: Full Board Meeting

Date: July 11, 2007

CAB Members Present: David Hermann, Chair; Bob Gatliff, Robert Johnson, Vernell McNeal, Genne Nelson, Ted Oom, Charles Phillips, Jack Ramsey, Ph.D., Stacy Standley, James Weeks

CAB Members Not Present: Paul Adras, Bill Aldrich, Steven Hopkins, Jan Spinato, Hal Sullivan, Engelbrecht von Tiesenhausen, Walt Wegst, Ph.D.

Public Present: Kathleen Peterson, Ginger Swartz, David Wagoner

Liaisons Present: Tim Murphy, Nevada Division of Environmental Protection

Liaisons Not Present: David Ek, U.S. National Park Service; Tiffany Lantow, Defense Reduction Threat Agency; Steve Mellington, National Nuclear Security Administration, David Swanson, Nye County Nuclear Waste Repository

Technical Support Staff: Helen Neill, Ph.D., UNLV, Department of Environmental Studies

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

CAB Facilitator: Carla Sanda, Consensus by Design

CAB Administrator: Rosemary Rehfeldt, Navarro Research and Engineering, Inc.

Agenda

- Approval of Agenda
- Public Comment
- Briefing: "EM Public Participation Program" Kelly Snyder, DOE
- Committee Reports
 - Transportation/Waste Ted Oom
 - EMPIRE Stacy Standley
 - UGTA Genne Nelson
- Other Business
 - Approval of April 11, 2007 Minutes All
 - Approval of May 9, 2007 Minutes All
 - September, 2007 Full Board Meeting Discussion Carla Sanda
 - Work Plan Development
 - Election of Officers
 - Meeting Attendance David Hermann
 - Review of By-Laws and Attendance Report
 - Fall 2007 SSAB Chairs Meeting in Paducah, KY David Hermann
 - Top Site Issues
 - Select Attendees
 - June and July State of Nevada Notification Carla Sanda
 - Non Submitted
 - Meeting Wrap-Up / Assessment All

Approval of Agenda

Dave Hermann moved, seconded by Stacy Standley, to approve the meeting agenda with no changes. Motion passed unanimously.

Public Comment

No comment.

Briefing: “Environmental Management Public Participation Program”

Ms. Kelly Snyder, DDFO, U.S. Department of Energy Nevada Site Office Environmental Management (EM) gave a presentation on EM’s public participation program. Ms. Snyder explained the program’s outreach and stakeholder involvement throughout Nevada, as well as a review of the program’s budget and future initiatives.

Transportation/Waste Committee

Members were reminded that a TRU update will be given by Joni Norton with DOE/NSO EM at the September 12th Full Board meeting.

Ted Oom, Committee Chair, would like Full Board committee discussions on national site-specific objectives as well as transportation routes. It was recommended that his committee discuss their issues and concerns at their committee meeting, and then bring their concerns to the Full Board via e-mail, with follow-up discussions at a Full Board meeting.

It was further suggested that each committee may use e-mail for the purpose of raising their concerns and gathering interest of the Full Board.

Environmental Management Public Information Review Effort (EMPIRE) Committee

The committee met in June and reviewed three fact sheets: Low-Level Waste, Mixed Low-Level Waste, and Transuranic (TRU) Waste. The committee has decided to focus on tense and language consistency, and making sure that the correct terminology transfers from sheet to sheet, as well as ensuring that the information is relevant. Progress is excellent. DOE has provided revised fact sheets that incorporate the EMPIRE Committee’s comments to the Committee.

Underground Test Area (UGTA) Committee

Genne Nelson reported that the UGTA Committee will continue to work on the well recommendation report, due to DOE by September 30, 2007. The Committee will meet on July 28th to pool ideas and come up with a list of initial recommendations.

The Board agreed that, because of Las Vegas Valley water supply issues and Southern Nevada’s continued growth, it is imperative to assert the need for increased funding for UGTA at the SSAB Chair’s meeting in Paducah, KY in September 2007.

Other CAB Business

- **Approval of April 11, 2007 Minutes**
Genne Nelson moved, seconded by Bob Johnson to approve the minutes as written. Motion passed unanimously.
- **Approval of May 9, 2007 Minutes**
Jack Ramsey moved, seconded by Vernell McNeal to approve the minutes as written. Motion passed unanimously.

September Full Board Meeting Discussions

- **CAB Committees:** Dave Hermann stated that he would like to see members use the Full Board meetings to voice their concerns. He wants to make sure the CAB is revitalized and motivated. Additionally, he suggested that each committee produce a definite product to show what the committee has accomplished.
- **Meeting Schedules:** CAB Full Board meetings are now scheduled bi-monthly. Therefore it is more important to attend the meetings and use voting and taxpayer time wisely. Since the CAB is the DOE's primary conduit for outreach and stakeholder involvement, it is important that the Board remains motivated.
 - It was suggested that the Board think about possibly conducting more meetings, or taking on more projects. Another suggestion was to post comments on a private area of the website, or create an ad hoc committee to discuss issues; perhaps even vote electronically if it complies with FACA. The Board was reminded that everything must remain public, especially voting.
 - The issue was raised of the CAB's intention to meet in rural areas and that the Board has been deficient in this area. Kelly Snyder stated that DOE is supportive of the initiative for the Board to meet in rural areas.
- **Full Board Meeting Attendance:** Dave Hermann reviewed the Standard Operating Procedures (SOPs) relating to the Board attendance. Members must attend 50% of scheduled Full Board meetings within a calendar year, and a member must be at 2/3 of a meeting to qualify as full attendance.

The possibility of phone-in attendance was discussed and it was decided that the Board would continue to discuss whether participating via conference call would constitute attendance, and how much time the caller would be required to stay on the line.

Kelly Snyder said that an attendance spreadsheet will be included in each packet for future Full Board meetings. Additionally, it was also stated that the CAB can change their SOPs, as long as they receive DOE approval, which includes approval by DOE legal council for FACA compliance.

The CAB support staff will develop options for revising the membership attendance portion of the SOPs for Board review at the next Full Board meeting.

The question was raised of whether attendance at committee meetings would count toward Full Board attendance credit. It was determined that committee meeting attendance only gives members a portion of CAB activities and could be considered when deciding on attendance requirements. Draft revised SOP Membership Attendance verbiage will be sent to the Board incorporating these changes. A vote will be taken at the September Board meeting to incorporate these changes. If passed, the changes will be submitted to DOE for final approval.

Mr. Hermann read a draft letter written to Steve Hopkins regarding Mr. Hopkins' removal from the CAB Board due to four absences, which took him over the 50% threshold for meeting attendance (per the SOPs). The Board agreed to add to the letter that, should Steve's work status change, he may apply to the CAB Board again in the future. It was determined by the Board as a whole that the Chair did not need approval from the Board to enforce the SOPs. The support staff will incorporate the comment and finalize the letter.

Due to two members resigning and one member being removed, discussion turned to replacing lost members. The Board was reminded that they need to have between 15 and 20 members and that they now have 16 members. A membership drive has been budgeted for FY08, which would require a reinstatement of the Membership Committee.

- **Fall 2007 SSAB Chair's Meeting in Paducah, KY:** The Board discussed and decided on the top three issues to present at the Paducah meeting. Those issues are: UGTA project well recommendation report, NSO EM funding, and DOE's perception of NTS when compared to other sites. The latter issue was raised due to Secretary Rispoli's comments regarding funding at different sites and the CAB's perception that UGTA's funding may be reduced. A meeting will be held on July 28th, following the UGTA committee meeting, to draft the Top Site Issues slides.
- **September 2007 CAB Full Board Meeting:** Mr. Hermann said he will get a memo out to the Board asking members for feedback on their preferences for conducting September's Full Board meeting.

Meeting adjourned at 8:10 P.M.