



**Executive Committee
Meeting Minutes
Thursday, April 25, 2013, 5:30 p.m.
DOE Information Center**

Committee Members Present

Bob Hatcher
Dave Hemelright, Vice Chair
Chuck Jensen, Secretary
David Martin, Chair
Scott McKinney

Others Present

Dave Adler, DOE
Pete Osborne, ORSSAB support office

Absent

Greg Paulus
Corkie Staley

Board Officer/DOE Comments

Mr. Martin reported that he and Mr. Hemelright participated in the chairs' webinar this afternoon. Mr. Hatcher asked what was said about the EM budget. Mr. Adler said that some sites took a hit, such as Savannah River, but Oak Ridge fared alright. Mr. Adler asked staff to email the webinar presentations to board members.

Mr. Martin said he talked about writing a chairs' recommendation on nickel, and several of the other boards expressed interest. Mr. Martin suggested the EM Committee discuss it at its next meeting and appoint a point person to work on the recommendation with the other boards. Mr. Hatcher agreed.

Mr. Martin said the one recommendation brought up at the webinar was sent back to the originating board (Nevada) for more work. It will be discussed again during the next chairs' call. Headquarters determined that because the recommendation is focused on creating a work plan for the chairs' meetings and not an EM-related issue, it can be approved by the chairs and will not have to go through the usual approval process requiring a vote by each of the individual boards.

Monthly Board Meetings

April 10 Review - The committee discussed the presentation on the EM portfolio plans but had no further comments regarding potential recommendations or actions.

May 8 - The committee reviewed the meeting agenda (Attachment 1) and made no changes.

The committee reviewed the "Recommendations on Test Site Transfer" (Attachment 2). Mr. Hatcher said the recommendation is too directive about the solution it proposes. Most ORSSAB recommendations make suggestions or recommend that DOE come up with them.

Mr. Martin asked who could speak to the recommendation and how many people were at the Stewardship Committee meeting where it was approved for submittal to the Executive Committee. Mr. Osborne said that to his knowledge, only one board member was at the Stewardship Committee meeting. Mr. Martin said it should be the policy of the Executive Committee that any recommendation given to it for placement on the board meeting agenda should not be considered if someone from the sponsoring committee cannot be present to discuss it. Mr. Adler agreed, saying that he is uncomfortable with a recommendation going forward to the board with only one SSAB member in attendance at the meeting where the recommendation was vetted.

Mr. Hemelright suggested the recommendation go back to the Stewardship Committee, and he asked Mr. Adler to communicate the Executive Committee's issues to Stewardship. The committee voted to table the recommendation and send it back to the committee for reconsideration. The committee then voted to table the other two Stewardship Committee recommendations (Attachments 3 and 4) as well.

Mr. Martin reiterated statements he made last month in support of folding stewardship issues into the EM Committee when Stewardship has completed work on its "thirteen steps" recommendation. Mr. Hatcher agreed with the idea, suggesting that the EM Committee be renamed the 'Environmental Management and Stewardship Committee'. The committee vice chair could be designated as the stewardship issue manager to make sure that stewardship issues receive proper attention.

Mr. Adler noted that Stewardship Committee members have always been reluctant to consider dissolution of the committee because DOE has a history of putting stewardship issues on the back burner.

Mr. Hemelright suggested bringing the issue up for discussion at the annual meeting. Mr. Martin expressed concern about that because the public members of the Stewardship Committee would not be there, and they might think that the board is deliberately dissolving the committee behind their backs.

Mr. Hemelright agreed and recommended that Mr. Adler discuss it with the Stewardship Committee at their next meeting. Mr. Adler said he would speak with them and that he would be comfortable discussing the issue at the annual meeting as long as it's discussed with the Stewardship Committee first. Mr. Hatcher noted that the EM committee must also agree to the change. Staff was asked to put the topic on the May Stewardship and EM committee agendas.

June 12 - The presentation will focus on the national EM program.

Committee Reports

Board Finance & Process - The current costs table was distributed as Attachment 5.

EM - Mr. Hatcher reported that the EM Committee is having a special meeting April 29 for a presentation by Dan Goode (USGS) on the progress made in the Groundwater Strategy Working Group.

Public Outreach - Mr. McKinney reported that the committee's April meeting had been canceled because it conflicted with the DOE public budget meeting. The stream postings task will be the main issue of discussion at the committee's May meeting, which will be held at the DOE Information Center.

Other Business

Travel Request - The committee reviewed a request from Corkie Staley for travel to the EPA Community Involvement Training Conference (Attachment 6). Mr. Hatcher asked if the travel was appropriate given that the spring chairs' meeting had been canceled to save money. Mr. Adler said DOE discussed the travel issue recently and made some decisions about what travel is now appropriate. Donald Mei's travel to the Health Physics Society annual meeting was disallowed, for example, but DOE thinks the Community Involvement Training Conference is very much in keeping with the board's charter.

The Executive Committee approved the request, contingent upon concurrence from the Board Finance and Process Committee.

Student Representative Mentoring - Mr. Osborne reported that he met with Lisa Hagy on April 10 to talk about how to improve the student program. He and Ms. Hagy agreed that a stronger statement should be made to the students about our expectations regarding attendance at board and committee meetings. Students should also be placed automatically on the EM Committee rather than letting them select a committee. The students

are always chosen from advanced placement environmental sciences classes, so their focus should be on EM. In addition to having Ms. Hagy as their general mentor, the students will be assigned an EM Committee mentor to work with them if Ms. Hagy cannot be at EM Committee meetings. They will be given three or four months to get their bearings, and during that time their committee mentor will come up with an EM project the students can work on together. It could be something from the EM work plan, a recommendation, or something to do with historical preservation, reindustrialization, etc.

Mr. Hatcher said he spoke with Ms. Hagy and suggested that Bob Olson be asked to serve as the committee mentor. He's a former board member and has worked with students in the past.

Upcoming Officer Vacancies - The committee discussed the procedures for replacing officers and initiating the Nominating Committee (Attachment 7). Mr. Martin noted that Mr. Hemelright will be the only officer left when he and Mr. Jensen roll off the board at the end of June. Mr. Hemelright will automatically become chair and would serve during July, August, and September.

Mr. Hemelright thought it might be best to hold interim elections in case he cannot attend a board meeting during that time, and he suggested getting the Nominating Committee started early. Mr. Adler noted that ORSSAB bylaws allow for any member to step in on a temporary basis to chair a meeting, as long as DOE approves.

Mr. Martin recommended that the board proceed with just Mr. Hemelright as chair until new officers are elected in October. Executive Committee members agreed.

Changing the Day of the Executive Committee Meeting - Because of some scheduling conflicts he has encountered, Mr. Hemelright recommended moving the Executive Committee meeting from the second Thursday after the board meeting to the second Wednesday. The committee approved the change.

Voting on Recommendations - Mr. Hemelright expressed concern about the lack of a quorum for voting on the recommendations at the April 10 board meeting, and he wondered if a change to the quorum requirements should be made. Mr. Adler said it's only been an issue very infrequently. Mr. Osborne added that the quorum had been changed in recent years to lower the requirements. Additional lowering would require Headquarters approval, which might be problematic. The committee elected to take no action.

Action Items

Open

1. The EM committee will discuss writing a chairs' recommendation regarding nickel and appoint a point person to work on the recommendation with the other SSABs.
2. Mr. Adler will relay to the Stewardship Committee the Executive Committee's issues regarding the stewardship recommendations.
3. Mr. Adler will have a discussion with the Stewardship Committee at their next meeting about folding stewardship issues into the EM Committee.
4. Staff will put the topic of folding stewardship issues into the EM Committee on the May Stewardship and EM committee agendas.

Closed

1. Staff will email the chairs' webinar presentations to ORSSAB members. ***Completed 4/26/13***
2. Mr. Adler will report on recently proposed changes in waste acceptance criteria at the Waste Isolation Pilot Plant. ***Mr. Adler said the issue was discussed during today's chairs meeting webinar. There's an effort to evaluate changes but none have been approved yet. They are looking at several things to relax requirements, such as for headspace, to make disposal easier.***

Next meeting

Wednesday, May 22, 5:30 p.m., at the DOE Information Center

Attachments (7). Available upon request from the ORSSAB support office.