



SRS Citizen's Advisory Board

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Administrative Committee Meeting Summary

February 11, 2003

**North Augusta Community Center
North Augusta, S.C.**

The SRS Citizens Advisory Board Administrative Committee met February 11, 2003, at 3 p.m. at the North Augusta Community Center, North Augusta, S.C. The topic of discussion was membership replacement and potential removal of a board member. The following were in attendance:

CAB Members

Lola Richardson, Chair
Jerry Devitt
Meryl Alalof
Perry Holcomb
Wade Waters
William Lawrence

DOE/Contractor

Becky Craft, DOE
Gerri Flemming, DOE
Karen Hooker, DOE
Dawn Haygood, WSRC

Lola Richardson opened the meeting noting that a written resignation had been received from Heather Simmons and that Judy Barnett had verbally resigned via a phone call to SRS CAB Administrative Staff. She presented a breakdown of SRS CAB membership according to the criteria set forth in the Board Bylaws (see attached). The matrix conveyed that the current Board makeup failed to meet Bylaw criteria in the African American and Female categories. All other categories were filled as required. The Administrative Committee reviewed the applications of six female candidates currently in the pool of candidates. Three were African American females, however Dawn Haygood noted that one candidate was no longer interested in Board participation. In order to assure that the Board will be in compliance with its bylaws following the special election, the Administrative Committee voted to put forth Deanne Smoak of Savannah, Ga. and Yvonne Forrest of Augusta, Ga. as membership replacement candidates for the position previously held by Heather Simmons of Allendale, S.C.

The Administrative Committee also discussed the verbal resignation of Judy Barnett and recent discussion with Ms. Barnett. The Board Bylaws require a written resignation from any member wishing to resign. Extensive efforts have been made to secure Ms. Barnett's written resignation, however all have failed. According the Board Bylaws any member may be considered for dismissal due to lack of attendance or for refusing to render reasonable assistance in carrying out

the purpose of the Board. The Administrative Committee weighed heavily the options regarding Ms. Barnett and decided to move forward with a recommendation for her removal from the Board. It was recognized that only the Department of Energy may officially remove Ms. Barnett from the Board. Ms. Barnett will be provided five days notice of the meeting in which she will be considered for removal per board procedure. This matter will be addressed at the March 25, 2003 CAB meeting.

Committee members further discussed the membership replacement process and the limited number of interested applicants. Wade Waters expressed his concern that the Board was not receiving sufficient information regarding candidates to make informed decisions. He stated that he plan to discuss the need for an interview team with the Executive Committee. Several Board members agreed that face-to-face interviews would improve the process. There was brief discussion regarding how interviews might be conducted.

Lola Richardson adjourned the meeting at 4:15 p.m.