



## **SRS Citizen's Advisory Board**

### **SRS Citizens Advisory Board**

### **Administrative Committee**

**Holiday Inn, Folly Beach, S.C.**

**September 9, 2004**

The SRS Citizens Advisory Board (CAB) Administrative Committee met on Thursday, September 9, 2004, at 4 p.m. at the Holiday Inn, Folly Beach, S.C. The purpose of the meeting was to review comments on a bylaws amendment proposal presented during the July full Board meeting and modify the proposal for consideration by the Board in late September.

Attendance was as follows:

#### **CAB Members**

Meryl Alalof  
Jean Sulc  
Mel Galin  
Murray Riley  
William Lawrence  
Jerry Devitt  
Wendell Lyon  
Karen Patterson

#### **DOE/Contractors**

Bill Spader, DOE  
Gerri Flemming, DOE  
Mike Schoener, CAB  
Dawn Haygood, WSRC

The Administrative Committee reviewed the following bylaws amendment proposal and comments submitted by Perry Holcomb of the Board:

#### Section 2.2 Objectives (page 4)

- b) Options to resolve difficult issues faced by the DOE's Environmental ~~Restoration and Waste~~ Management Program, including but not limited to contamination, site specific cleanup criteria, risk management, budget prioritization, management effectiveness, cost versus benefit analysis, environmental acceptability, economic development, future land use, and strategies for site waste management and disposal facilities. (Where's nuclear materials??)

#### Section 5.1 Creation of Committees (page 7)

In addition to the committees mandated by these bylaws, the Board may from time to time create additional standing or ad hoc committees with such powers and duties as the Board may prescribe.

Participation may be drawn both from the Board and the public at large. ~~Final selection of committee members shall be made by the chair of the committee.~~

#### Section 5.6 Committees (page 8)

~~With the exception of the Executive Committee, the Board shall appoint a chair to the following committees on an annual basis.~~ The authority, duties and powers of the various committees are set forth below but may be limited or increased from time to time as the Board may decide. (I would add, "...may decide with the concurrence of the affected committee chairman.")

(Last paragraph-obsolete)

~~All duties and responsibilities previously encompassed by the Budget, Membership Replacement, Bylaws and Nominations/Elections Subcommittees shall henceforth reside within the Administrative Committee.~~

#### Section 6.9 Voting—~~Elections and Proxies and Board Recommendations~~ (page 10)

a) **Voting during Elections:** Except as may otherwise be specified in these bylaws, all elections shall be held and ~~all questions~~ decided by a majority vote of the voting Member present in person or by (you need "an official" here) absentee ballot (no, no, no!!! With this wording, the choice is made EITHER by "voting Member present in person OR by absentee ballot"! Shouldn't that "or" be "and"???) at any meeting of the Board, where a quorum is established. Each Member of the Board shall be entitled to one vote; however, ex-officio Agency representatives to the Board shall have no voting privileges. **During any election, or at any special meeting of the Board** each voting Member shall be entitled to vote in person or by ("official") ~~absentee ballot~~ ~~proxy duly appointed by instrument in writing~~, signed and dated by such Member. Such ~~proxy~~ ("official") ~~ballot~~ shall be delivered to the Board Chairperson(s) or a designated representative (who's gonna "designate"???? Instead of "a" you need "his or her") prior to the meeting. ~~No voting by proxy shall be permitted at regular meetings of the Board~~—(NOT IN FAVOR OF ABSENTEE VOTING! Don't want the vote of someone who isn't there, for whatever reason, to count just as much as mine!!!!)

b) **Voting on Board Recommendations** to the Agencies: In the event that a Board **recommendation** or report to the Agencies is approved by less than a unanimous vote, those Board Members representing the dissenting minority may voice their dissent (you need "collectively or individually" here. I remember one instance where Bill W. and I were the only dissenters and each of us furnished a separate minority report.) by a minority statement(s) that shall be included in the text of the report. **Neither proxy voting nor absentee voting is permitted on board recommendations to the agencies during regular meetings of the Board.** (That oughta read: Voting by absentee(s) in any manner is not permitted on board recommendations...")

#### ~~Section 8.2 Duration~~ (page 12)

The Board shall initially be established for five years at which time the Board and the Agencies shall in the annual status report for that year, mutually assess the desirability for continuing the Board. Such an assessment shall conclude that the Board be abolished or that the charter be renewed for an additional five years. This assessment shall be repeated every five years for the life of the Board.

#### Section 9.2 Procedure to Amend (page 12)

- c) The Membership of the Board shall have the power to alter, amend or repeal the bylaws of the Board by an affirmative vote of three-fourths of the membership of the full Board. **Bylaws amendment actions may take place at any regular meeting of the full Board provided Board members have received (need "at least" here) 10 days advance notification for consideration. provided that the action is proposed at a regular or special meeting of the Board and adopted at a subsequent regular monthly meeting.** In decisions involving amendments to the Bylaws, **neither**

proxy votes nor absentee voting shall be accepted. (Again, recommend, "...to the Bylaws, voting in any manner by absentees shall not be permitted

The Administrative Committee addressed each comment individually and proposed the following amendments for consideration by the full Board in late September (meeting rescheduled for October 12, 2004).

#### Section 2.2 Objectives (page 4)

- d) Options to resolve difficult issues faced by the DOE's Environmental ~~Restoration and Waste~~ Management Program, include~~ing~~ but are not limited to contamination, site specific cleanup criteria, risk management, budget prioritization, management effectiveness, cost versus benefit analysis, environmental acceptability, economic development, future land use, and strategies for site waste management, ~~and~~ disposal facilities, ~~and nuclear materials~~.

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b) **Voting on Board Recommendations** to the Agencies: In the event that a Board **recommendation** or report to the Agencies is approved by less than a unanimous vote, those Board Members representing the dissenting minority may voice their dissent **collectively or individually** by a minority statement(s) that

shall be included in the text of the report. Neither proxy voting nor absentee voting is permitted on board recommendations to the agencies during regular meetings of the Board.

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Based on comments received on the 7/27/04 draft proposal to amend the bylaws, the Administrative Committee added the following proposed amendment:

Section 6.6 Attendance

A Board Member absent from two ~~unexcused~~ consecutive or three total Board meetings in a calendar year shall be considered for dismissal, upon recommendation by the Administrative Committee.

Board members also discussed attendance and the importance of attending full Board meeting in particular. Hence the proposed amendment to Section 6.6 above. It was also determined that a letter regarding attendance should be sent to several Board members at this time.

The meeting adjourned at 5 p.m.