



SRS Citizen's Advisory Board

SRS Citizens Advisory Board Executive Committee

**Holiday Inn
Columbia, S.C.
September 26, 2005**

The SRS Citizens Advisory Board (CAB) Executive Committee met on Monday, September 26, 2005, at 5 p.m. at the Holiday Inn-Coliseum, Columbia, S.C. The purpose of the meeting was to receive an update on the SSAB Chairs meeting; discuss SRS contract status, the 2006 board meeting schedule and the upcoming Process Retreat.

Attendance was as follows:

CAB Members

Jean Sulc
Manuel Bettencourt
Jerry Devitt
Perry Holcomb
Donna Antonucci
Joe Ortaldo
Meryl Alalof
Bill Willoughby
Jimmy Mackey
Bill Lawless

DOE/Contractors

Bill Spader, DOE
Gerri Flemming, DOE
Dawn Haygood, WSRC
Mike Schoener, CAB
Teresa Haas, WSRC
Sonny Goldston, WSRC

SSAB Chairs Meeting

Jean Sulc provided an update on the SSAB Chairs meeting held September 21-23 in Idaho Falls, ID.

She presented a letter drafted by the Chairs regarding four issues. She noted the SRS CAB may not be able to support the recommendation on pre-1970 waste. The Executive Committee discussed possible vulnerabilities and the fact that pre-1970 wastes were never considered transuranic waste at SRS. The Old Radioactive Waste Burial Ground has been closed under RCRA/CERCLA and any attempts to remove it would be hazardous to workers. The current policy is for the sites to sit down with their regulators and make decisions and SRS could be used as a model. Several members stated that the letter was so general, the SRS CAB could sign it. Bill Lawless stated he would like to see the process stopped in its tracks so that there was not potential for overriding site specific decisions. Several thought the risk of actually changing the policy was slim. Those present voted by a show of hands 7 to 3 to go forth with the letter. Bill Lawless acknowledged that he supported two of the four recommendations presented in the Chairs letter.

Process Retreat

The Process Retreat will be held October 6-7, 2005, at Wild Dunes in Isle of Palms, S.C. The following agenda topics will be discussed:

CAB organizational structure

Do we need to change or restructure our Issues Based Committees?
Do we need to change or restructure the Administrative Committee?
Do we need to change or restructure the Executive Committee?

Board communications (internal and external)

Do we need to change the way we are sharing information with members of the public?
Do we need to change the way we are sharing information with Board members?
Are we communicating to the right people?
Do we need to improve our email etiquette (the quality of emails)
Do we need to put some controls in place to limit the number and types of emails?

Recommendation process

Are we requesting too many updates in our Recommendations?
Are there changes that need to be made in the way that we develop Recommendations?
Are there changes that need to be made in the way that we review and approve Recommendations?
Are we jumping to the Recommendation phase too fast when we receive early information from the site?

Public outreach

Are there things we should be doing to improve our public outreach?
Should we continue with the *Board Beat*?
Do we need to get more aggressive with the Speakers Bureau?

Membership process (including qualifications)

Do we need to change our membership qualification requirements as stated in the bylaws?
Do we need to change our selection or election process?

Improving meeting productivity, attendance and participation

Do we need to improve the conduct of our Board and/or Committee meetings?
Are there things we should do to improve participation by CAB members at meetings?
Do we need to review and/or reinforce procedures for attendance at committee and board meetings (reporting and tracking)

Dealing with members of the public

How do we ensure that we maintain the proper level of presenter and stakeholder courtesy?
How to handle public comment periods; responses to public comments (oral and written)

Committee Chair Reports

Committee Chairs reported on upcoming meetings to be held in October.

The meeting adjourned at 6:00 p.m.