

Citizens Advisory Board Committee Minutes



Committee: Administrative

Date: March 13, 2006 – 9:00 a.m. (MT)

Participants

Board Members: John Bolliger, Committee Chair
Bill Flanery
David Kipping
Fred Sica

DOE-ID: Shannon Brennan
Lisa Pardonnet

Support Staff: Lisa Aldrich
Lori Isenberg

Objective(s) for the Committee Meeting

- Review month end budget for February.
- Per diem for Board Members
- Plan activities for March retreat.

Budget

Budget amounts to date and reporting form seemed appropriate to the committee.

Per diem for Board Members

Sica explained the issue of not having per diem for all Board member in all locations. Pardonnet, DOE travel, explained that per diem is under the federal travel rules and the 50-mile radius applies. Brennan explained that this is how all the boards are chartered nationwide. Sica will be visiting Washington DC and plans on bringing this discussion up to the director. He will report back on his findings there.

March Retreat

Lisa and Lori will develop an agenda with these items and establish some time parameters.

- New member selection policies
- Reevaluate consensus versus majority vote (Lori will prepare information for you regarding options for decision-making in groups such consensus, simple majority, super majority, etc.).
- Work sessions and breakout sessions during public meetings
- Length/time/hours of the meetings.
- Consistent approach to public comments.
- CAB procedures and policies.
- Order of presentation follow-up.

Actions

- Portage to develop agenda for retreat.
- Portage to develop and distribute minutes for the committee meeting.