

Citizens Advisory Board Committee Minutes



Committee: Membership

Date: May 10, 2007 – 10:00 a.m. (MT)

Participants

Board Members: Dick Buxton
Bill Flanery
Robert Rodriguez
Bruce Wendle

DOE-ID: Bob Pence

Support Staff: Lisa Aldrich

Objective(s) for the Committee Call

- Discuss draft procedures received from DOE.

Bob Pence explained the reason for two separate documents. The first are the procedures, which are aligned to be compliant with the Federal Advisory Committee Act (FACA). In the procedures, the membership recruitment delegates authority to the DDFO, Rick Provencher. It also says that the DDFO may request assistance from the CAB in this process. Rick's preference is to work collaboratively with the CAB in the membership selection process, so the second document outlines the protocol to how DOE-ID and the CAB will perform the membership selection process.

The committee had a few concerns, but was very appreciative of Bob working to find a solution for the CAB and DOE to reach an agreement on the procedures. The first concern is how to resolve non-consensus between DOE-ID and the CAB or if there is an unacceptable applicant to the DDFO. Would the process start all over again or could the CAB nominate alternates supporting the proposed candidates? The second concern was whether there are provisions or budget to support opportunities to interview the candidates. Bob thought a phone interview on the committee conference line would be a good way to handle that, which the committee also agreed. The committee discussed the ability to meet in Idaho Falls to review applications. Bob said that this would be allowable costs under the support service contractor's budget (Portage). Lisa agreed this would be an allowable expense and the budget could accommodate the request.

Actions:

Bob will work on some supporting language to add to the procedures that will address the concerns of the CAB. Lisa will add that language to the procedures and forward it on for technical editing. A draft-final copy will be provided for discussion at the time allotted during the end of the May meeting.

To review the details of this meeting, call 1-866-453-6660, playback code 208290.