

**PGDP Citizens Advisory Board
Community Outreach
March 22, 2004 * CAB Office**

CAB Members Present: Richard Dyer (via telephone)
Byron Forbus
Rebecca Lambert, Chair
Bobby Lee
Rhonda McCorry (via telephone)
Bill Tanner

Support Staff Present: Kim Crenshaw
Lynn Link
Kendra Payne

The meeting was called to order at 2:00 p.m.

Regular Meeting Date, Time, and Frequency

The task force established their regular meeting time as the fourth Monday of each month at 2:00 p.m. The next meeting date will be April 26, 2004.

Election of Task Force Chair

Lee nominated Lambert as the Chair for the Community Outreach task force. Lambert asked if there were any other nominations. There were none. Lambert was elected Chair of the Community Outreach task force by acclamation.

Task Force Goals and Objectives

Tanner reported it was established at the retreat the Community Outreach task force will be responsible for the following:

- Investigate possibilities to provide the public with Emergency Response information
- *CABfare* newsletter
- Media
- Citizens Advisory Board (CAB) website
- Responses to community concerns
- Speakers Bureau
- Educational Outreach to the community

Lambert suggested putting emergency response information in the *CABfare* newsletter. Lee stated another possibility could be providing a link to local emergency response information on the CAB website.

Tanner said the Board does not know if the website will be maintained in Lexington or locally after Paducah is split from Oak Ridge. Lee said she would investigate costs for the CAB to maintain its website locally. She asked what period of time the information should be archived. Tanner said approximately 90 days and Lexington could possibly archive previous information. He said he would discuss this possibility with Rachel Blumenfeld, U.S. Department of Energy (DOE) Chief Operating Officer in Lexington.

Tanner suggested the task force develop a plan for a local access television show that explains the CAB and projects at the Paducah site in layman's terms. He said the Speaker's Bureau will be a very important tool in educating the public.

Lambert said an objective statement for the Public Outreach task force needs to be established. Tanner suggested, "To inform and educate the community on DOE activities while ensuring the public's comments and concerns are heard." Lambert asked the members to consider this and other ideas for an objective and discuss it at the next task force meeting.

Spring 2004 CABfare

Lambert had requested at the last Nomination, Membership, and Public Involvement subcommittee meeting for support staff to research the cost of increasing the two-page quarterly publication of the CABfare to four pages. Payne reported the cost would be an additional \$1200-\$1500 per issue for a four page newsletter. Tanner suggesting tabling this issue until the 8(a) Small Business contract for support is in place.

Payne provided the subcommittee with suggestions for upcoming articles for the Spring issue of *CABfare* including the appointment of Kerley and Lee to the Board, the Annual Planning Retreat, and the April Chairs meeting. She said the newsletter will be distributed in May. Tanner said the Saturday Orientation for new members could be a potential article. McCorry suggested researching newsletters from other sites for ideas for upcoming *CABfares*.

Next Month's Agenda

1. Goals and Objective Statement
2. Newsletter
3. Website
4. Orientation Discussion
5. Community Health Concerns

The meeting adjourned at 3:05 p.m.

Action Items:

Lee: Research costs for the CAB to maintain its website locally.

Tanner: Discuss with Blumenfeld the possibility of archiving historical data on the Lexington website.

Task Force: Develop objective statement for discussion at the next meeting.