

**PGDP Citizens Advisory Board
Executive Committee
Meeting Summary
August 24, 2004 * CAB Office**

CAB Members Present: Bill Tanner, Chair (via telephone)
Chad Kerley
Bobby Lee
Linda Long
Jim Smart

Support Staff Present: Kim Crenshaw
Kendra Payne

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

Agenda Items

- Review of August Board Meeting
 - A. Recommendation Responses (Verbal/Written)
- Budget
- Annual Planning Retreat Preparation
- Workplan Updates/Reports
- Next Month's Agenda
 1. Review of September Board Meeting
 2. Budget
 3. Finalize Annual Planning Retreat Agenda
 4. Transition to 8A Contractor
 5. Workplan Updates/Reports
 6. Next Month's Agenda

Lee requested a change in the July Board minutes. Tanner said the change will be identified at the September Board meeting.

Lee nominated Tanner to serve an additional term for the Citizens Advisory Board (CAB) Chair.

The meeting adjourned at 3:05 p.m.

Action Items

Staff: Provide the Self Evaluation Survey in the September Board packets.

Staff: Provide Annual Planning Retreat draft agenda at the September task force meeting.

Staff: Send email asking Board members for nominations for CAB Chair and Chair-Elect.

Staff: Research possibility of an Environmental Protection Agency Risk Assessor providing an educational session on risk assessing.