

**PGDP Citizens Advisory Board
Executive Committee
May 25, 2004 * CAB Office**

CAB Members Present: Bill Tanner, Chair
Chad Kerley
Becky Lambert
Linda Long

DOE Representatives: David Dollins

BJC Representatives Present: Glenn VanSickle

Support Staff Present: Kim Crenshaw
Kendra Payne

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

Review of May Board Meeting

Tanner requested, when the task force chairs are going to be absent from a Citizens Advisory Board (CAB) meeting, they ask a member of that task force to present updates to the Board.

Baseline Revisions

VanSickle stated the U.S. Department of Energy (DOE) has requested Bechtel Jacobs Company LLC to revise the baseline, which is a merging of the cost, schedule, and requirements for cleanup work. He said the revision is due to the Letter of Intent, the Agreed Order, and the resolution of the Site Management Plan dispute. He reported the revision now shows the target date for cleanup completion as 2019. Tanner requested a copy of the revised baseline summary and schedule of the projects to update the CAB's workplan.

Member Orientation/Site Tour

Tanner suggested Rachel Blumenfeld, DOE, discuss the funding cycle at the member orientation, if time permits. He asked the support staff to contact Rhonda McCorry to represent the Community Outreach task force in Lambert's absence. Payne suggested that all attendees bring their Member Handbook to the orientation.

Support Services Contract

Tanner reported Raper and himself had reviewed the statement of work for the 8(a) Small Business contract. Dollins said the scope of work has been forwarded to procurement.

Budget

Tanner said the proposed Fiscal Year (FY) 2005 Budget is scheduled to be presented at the October Board meeting. He requested the FY 2005 and FY 2006 Budget requests for the Paducah site and the CAB. He also requested a breakdown of the funding cycle for various activities. Dollins said the Lexington office is responsible for setting the CAB's budget.

Workplan Reports/Updates

Tanner reported an Ad Hoc for a Membership Drive needs to be established in June. He said he would ask for volunteers at the June Board meeting to help Lambert and Long with this task. He stated an Ad Hoc for Nominations and Annual Election needs to be established in July. Tanner asked that all the completed workplans be provided to the June Executive Committee meeting for review. Kerley was appointed to replace Raper to oversee the Nominations and Elections activities.

Next Month's Agenda

1. Review of June Board Meeting
2. Member Orientation/Site Tour
3. Baseline/Budget
4. Finalize Workplan
5. Next Month's Agenda

The meeting adjourned at 2:45 p.m.

Action Items

Staff: Obtain copy of baseline and the FY 2005 Budget request.

Staff: Contact McCorry to represent the Community Outreach task force activities at the Member Orientation in Lambert's absence.

Staff: Provide all workplans for the June Executive Committee meeting.