

**PGDP Citizens Advisory Board  
Executive Committee  
Meeting Summary  
October 26, 2004 \* CAB Office**

**CAB Members Present:** Bill Tanner, Chair  
Chad Kerley  
Rhonda McCorry (via telephone)  
Jim Smart

**DOE Representative Present:** Laura Schachter (via telephone)

**Support Staff Present:** Kim Crenshaw  
Kendra Payne

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

**Agenda Items**

- Review of October Board Meeting
- Budget
- Annual Planning Retreat Preparation
- Transition to 8(a) Contractor
- Workplan Updates/Reports
- Next Month's Agenda
  1. Review of November Board Meeting
  2. Review of Annual Planning Retreat
  3. Transition to 8(a) Contractor
  4. Workplan Updates/Reports
  5. Next Month's Agenda

The meeting adjourned at 3:00 p.m.

**Action Items**

Schachter: Provide Executive Committee with the contact information for the Contracting Officer for the 8(a) Small Business contractor.

Staff: Prepare letter to DOE recommending that the existing 8(a) contract be cancelled and to begin the process to select an eligible contractor with the full involvement of the Board.