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**PGDP Citizens Advisory Board
Executive Committee
Meeting Summary
August 23, 2005 * CAB Office**

CAB Members Present: Rhonda McCorry, Chair (via telephone)
Jim Smart

DOE Representative Present: David Dollins

Support Staff Present: Jeannie Brandstetter
Kim Crenshaw

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

Agenda Items

- Review of August Board Meeting
- Membership/Nominations for Chair-Elect
- Budget
- Site Tour
- Idaho Falls Chairs Meeting
 - Finalize Templates
- Annual Planning Retreat – Ideas for Agenda
- Workplan Updates/Reports
- Next Month's Agenda
 1. Review of September Board Meeting
 2. Membership
 3. Budget
 4. Site Tour
 5. Chairs Meeting Recap
 6. Annual Planning Retreat
 - Finalize Agenda
 7. Workplan Updates/Reports
 8. Next Month's Agenda

The Executive Committee has rescheduled their next meeting to September 27 at 2 p.m.

The meeting adjourned at 2:45 p.m.

Action Items

1. Staff will contact Sondra Pennock, Environmental Protection Agency, to provide Risk Assessment presentation at the CAB's Annual Planning Retreat.

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2. Staff will contact Allen Burnett to establish date for the site tour. *Complete, 8/26/05.*
3. Staff will send an invitation to Secretary of Energy Bodman and Assistant Secretary of Energy for Environmental Management to attend the Annual Planning Retreat.
4. Staff will contact KRCEE to provide a project update at the November Board meeting.