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**PGDP Citizens Advisory Board
Executive Committee
Meeting Summary
September 26, 2006 * CAB Office**

CAB Members Present: Rhonda Smith, Chair (via telephone)

DOE Representative Present: David Dollins

EHI Representatives Present: Ed Holmes (via telephone)

Support Staff Present: Jeannie Brandstetter
Kim Crenshaw

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

Agenda Items

- Review of September Board Meeting – Smith requested that the terms for receiving public comments discussed at the Board meeting should be added to the Community Outreach agenda for discussion at the Annual Planning Retreat.
- Executive Meeting Schedule – The next committee meeting is scheduled for October 24 at noon. Further discussion of meeting date and time can be established at the retreat.
- Membership – Recruitment letters to organizations, public officials and plant neighbors that attended the Land Acquisition Study public meeting will be sent out shortly. Press releases have been sent to several newspapers and radio stations. Ads have been set up to run in 10 newspapers within the next couple of weeks.
- Retreat Preparation – Brandstetter said problems have arisen with a location for the Annual Planning Retreat for the tentative date set for November 3 and 4. Smith suggested contacting locations in Mayfield or Paducah.
- Workplan Updates/Reports- Smith said the Site Management Plan (SMP) would be released soon. She asked if the CAB would have the document in the near future for review. Dollins said it is accessible to the public after regulatory approval. It should be available before the October Board meeting. Crenshaw said a letter was sent to David Morgan, Kentucky Division of Water requesting an extension on the Kentucky Pollutant Discharge Elimination System permit comment period. Smith asked if the Land Acquisition Study public meeting had been scheduled. Dollins said a public meeting has not been scheduled but DOE is trying to do it by November. Smith said the CAB would like to review the document and incorporate comments before it is submitted to Congress. Dollins said the CAB would be able to see anything that is approved and accessible to the public. He said he believes it is unfair for the CAB to review the document before the landowners. Brandstetter asked if it could be simultaneous with the CAB. Dollins said it could be simultaneous with the CAB but the request was for the CAB to have a briefing before the public. He said headquarters has to review the document before it is released. Smith said again that the CAB would like to review the document and incorporate comments before the final draft is submitted to Congress. Dollins said he would contact Rich Bonczek and send an e-mail to the CAB on the current document schedule.
- Budget – Holmes said EHI is trying to put together the FY 2007 budget. Dollins suggested that the CAB work with EHI on the budget. Brandstetter said PRS and RSI have offered to help sponsor the reception and food for the Fall 2007 chairs meeting in Paducah.

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- Other – Brandstetter said Blumenfeld is concerned the Waste/Water task force does not have enough time for all of their agenda items. Smith said the scheduled time is convenient with Bobby Lee. Dollins said the reason all of the items are not being discussed is because one person spends a half hour talking. He said the task force could do what they needed to do if Lee controlled the agenda. He said the task force has plenty of time. Brandstetter said the task force lasts up until Board meeting time and there isn't enough transition time for staff and task force members.

Smith asked if the Chair Review meeting should be a monthly meeting. Dollins said those meetings take place only as needed. Most issues can be handled through the Executive Committee meeting. Smith said meeting once a quarter might be necessary in order to track progress on the issues from the chairs meeting and she could contact headquarters after each meeting to let them know if CAB's needs are being met. Dollins said it would be nice for the CAB to let headquarters know what DOE has done to be responsive. Smith asked staff to schedule a meeting for November.

- Next Month's Agenda
 1. Review of October Board Meeting
 2. Community Outreach Task Force Issues
 3. Membership
 4. Retreat Preparation
 5. Budget
 6. Workplan Updates/Reports
 7. Next Month's Agenda

The meeting adjourned at 2:45 p.m.

Action Items

1. Staff will add public comments to the Community Outreach task force agenda for discussion at the Annual Planning Retreat.
2. Staff will contact Mayfield hotels for a retreat location. *Complete, 10- 4-06*
3. Staff will contact PRS for SMP release dates.
4. Dollins will contact Rich Bonczek and send an e-mail to the CAB on the current Land Acquisition Study schedule.
5. Staff will schedule a Chair Review meeting in November.