



SRS Citizens Advisory Board

Administrative Committee

Meeting Summary

July 24, 2000
Sheraton Augusta Hotel
Augusta, GA

The SRS CAB Administrative Committee met Monday, July 24, 2000, at 3:30 p.m. at the Sheraton Augusta Hotel in Augusta, Ga. The following were in attendance:

Committee Members

Mel Galin
Ken Goad*
Lane Parker*
Karen Patterson
Maria Reichmanis*

DOE/Contractors

Gerri Flemming, DOE
Dawn Haygood, WSRC
Mike Schoener, CAB

* Denotes Committee Members

The following Committee members were absent: Beaurine Wilkins, Beckie Dawson, Tom Costikyan, Brendolyn Jenkins, Georgia Leverett, Jimmy Mackey and Lola Richardson.

In absence of the Committee Chair Beaurine Wilkins, who was unavoidably delayed in air travel, Dawn Haygood presented the draft Bylaws & Standing Rules document (see attachment) to the committee for review. She noted that this document merely combined all the CAB procedures, many of which have already been approved by the Board. Three new sections were added regarding decision-making, accountability and responsibility and parliamentary procedure. CAB members present agreed that the document should be taken to the full Board for consideration. It was agreed that comments would be requested by the end of August and the document finalized at the September CAB meeting.

CAB members also discussed the membership selection process for 2001. CAB members reviewed a schedule (see attachment) and discussed dates and location for the candidate selection meeting. It was determined that Saturday, October 21 would be a convenient date with a location to be determined. Karen Patterson stated she thought the meeting should be held locally and several other members agreed. Lane Parker stated that a meeting held in the low country or elsewhere away from local distractions would be beneficial to the committee.

CAB members next discussed the various outreach initiatives underway. Dawn Haygood reported the following Speaker Bureau presentations held in May and June:

- Aiken Lions Club, Maria Reichmanis, May 1
- Hilton Head Island Discussion Group, Tom Costikyan, June 5
- Barnwell Lions Club, Brendolyn Jenkins, June 13
- International Council on Systems Engineering, Karen Patterson June 19

- American Nuclear Society Meeting, Karen Patterson, June 29

Ms. Haygood noted that there are no more scheduled presentations for the foreseeable future. She also stated that the CAB had provided letters to approximately 300 organizations in the Point of Contact Database and has advertised the availability of speakers in CAB advertising and the Board Beat. She asked for other ideas for getting the word out about Speaker's Bureau. CAB members stated that a second letter to the Point of contact database mentioning the availability of the CAB video would be appropriate. It was agreed that this should be done in September.

It was also agreed that speaker certification should be offered again in September for any members interested in participating with the bureau.

Ms. Haygood mentioned that CAB staff would start working on the fall edition of Board Beat in August and will have it available in final draft at the September CAB meeting for an October release date. She encouraged Board members to submit articles or ideas for articles.

Ms. Haygood also noted that the CAB video has been provided to new Board members, local media and members of the public inquiring about the CAB. There are still eighty copies available. It was also noted that the CAB display is being updated along with the Board Home Page, which is being restructured to make it more user friendly.

Meeting handouts may be obtained by calling 1-800-249-8155.