



November 18, 2021

November 2021 Citizens Advisory Board Meeting Agenda

Chair

Don Barger

Vice-Chair

Fran Johnson

Board Members

Eric Butterbaugh
Judy Clayton
Clint Combs
Celeste Emerson
Fran Johnson
Mike Kemp
Shay Morgan
Patrick White

Jennifer Woodard
DOE DDFO

Buz Smith
DOE Federal Coordinator

Board Liaisons

Brian Begley
*Division of Waste
Management*

Stephanie Brock
Radiation Health Branch

Victor Weeks
*Environmental Protection
Agency*

Mike Hardin
Fish and Wildlife Resources

5:30 pm

Call to order, introductions
Review of agenda

DOE Comments

Federal Coordinator Comments

Liaison Comments

DOE Presentation : DOE Groundwater Treatment Storyboard

Administrative Issues

- Fall 2021 EM SSAB Chairs Meeting Recap
- Fall 2021 EM SSAB Chairs Meeting Products
 - EM SSAB Chairs Charge 1 Chairs Meeting Recommendation
 - EM SSAB Chairs Charge 2 Chairs Meeting Recommendation
 - Chairs Meeting Recommendation : Revise Member Appointment Process
- Letter on Local Impact of Membership Delays
- Second Reading of Revised CAB Operating Procedures

Public Comments

Final Comments

Adjourn

Support Services

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U.S. DEPARTMENT OF
ENERGY

OFFICE OF
**ENVIRONMENTAL
MANAGEMENT**

DOE Groundwater Contamination Treatment

Storyboard

Public Affairs

Department of Energy

November 2021

Background

- In February 2012, the CAB drafted a recommendation, asking DOE to promote the groundwater success story as the board felt the story wasn't gaining the attention from the public it deserved.
- In 2019, the CAB formed a subcommittee to consider communicating environmental successes. One topic the subcommittee established was the need for multimedia presentations and videos. Particularly videos that could be used on social media platforms.
- Due to COVID-19, the CAB decided to pause further discussions on the groundwater success story until the group could meet again in person.

Outline of Storyboard

- Discovery
 - When was the contamination discovered and how did it occur?*
- Impact on the Community
 - Why is groundwater contamination important to the community?*
- Goals
 - What is the U.S. Department of Energy's (DOE) goal?*
 - DOE's goal is to reduce contaminant concentration levels as well as mitigating the spread of contamination.
 - DOE Testimonial
- Community Testimonial: Citizens Advisory Board (CAB) Member
- Accomplishments
 - What has DOE accomplished so far in groundwater remediation?*
 - DOE Testimonial
- Direction for the Future

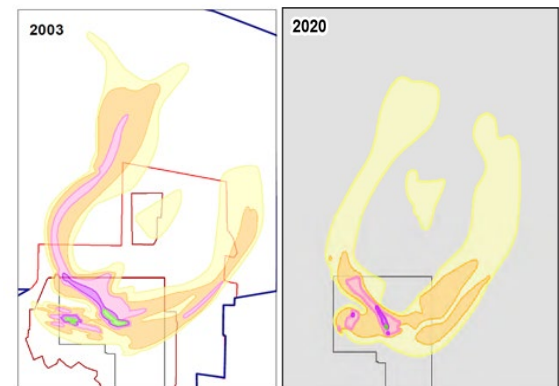
Board 1, Discovery

- In the late 1980s groundwater contamination was discovered off DOE property during a residential well sampling event
 - In 1988 Trichloroethene (TCE), an organic solvent, and technetium-99 (Tc-99), a beta-emitting radionuclide, were detected off DOE property in private wells north of the Paducah Site
 - TCE was found to have leaked into the groundwater from the C-400 area



Board 2, Impact

- Upon the discovery of groundwater contamination off DOE property in 1988, DOE conducted multiple site-wide investigations to determine the nature and extent of the groundwater contamination
- DOE immediately provided potentially impacted residences on an alternative water supply and initiated construction work to supply municipal water
- In the period from 1995 to 1997, DOE began pumping contaminated groundwater from the aquifer and treating it to reduce contaminant concentration levels as well as mitigating the spread of contamination.



- DOE Testimonial from David Dollins:
 - Discuss optimization and DOE's goals
 - Who is David Dollins?
 - How is David a part of the community?
 - What is David's role in treating groundwater contamination?
 - This testimonial should be used as a way to connect the community with DOE (i.e., who DOE is and the measures taken to reduce contamination)

Board 4, Testimonial

- DOE took steps to aid the community and residences potentially affected by contaminated groundwater by placing them on alternative water supplies
 - DOE continues to support municipal water agreements with potentially affected residences and business
 - Well Sampling & Monitoring
- CAB Member Testimonial
 - Who is this CAB Member?
 - How does the community have a voice?
 - How has the community seen DOE's progress?



Board 5, Accomplishments

- Since the mid 1990s, DOE has made great progress in remediating groundwater contamination
- To date:
 - Approximately 4.6 billion gallons of groundwater have been treated. Additionally, the pump and treat operation has removed approximately 4,200 gallons of TCE from the groundwater.
 - Due to DOE's efforts, the footprint of the contamination plumes from 2003 to 2020 has shrunk by 315 acres.
 - Upon discovery, the level of TCE groundwater contamination off DOE property was as high as 10,000 ppb in the Northwest Plume and 1,500 ppb in the Northeast Plume (1999). The TCE contamination level has been lowered to a high of 336 ppb (a 97 percent reduction) in the Northwest Plume and 309 ppb (a 79 percent reduction) in the Northeast Plume.
 - The level of Tc-99 contamination, discovered in groundwater off DOE property, has been lowered below the derived EPA maximum concentration level.
 - In recent years DOE has installed numerous monitoring wells, to help in gain a better understanding of where the plumes are located and their concentration levels.
 - Currently, DOE has a total of 140 wells monitoring the off-site plumes.
 - DOE Testimonial from Jennifer Woodard:
 - Who is Jennifer Woodard?
 - How is Jennifer Woodard part of the community?
 - What is Jennifer Woodard's role within DOE?
 - Deliver information covered above



Board 6, Future Direction

- End this slide with an impact statement from Jennifer Woodard
- “Even though we have made great progress reducing groundwater contamination, we know that there is more work left to be completed to reduce the source and the level of contamination. DOE is committed to continuing these ongoing cleanup efforts.”



CAB Involvement

- This is an opportunity for the CAB to provide input on the flow of the story.
- What are ways to improve the storyboard?
- Questions to consider:
 - Is the storyboard heading in the right direction?
 - Will it be user friendly for the general population?
- Any additional thoughts, comments, or concerns?

ENVIRONMENTAL MANAGEMENT SITE-SPECIFIC ADVISORY BOARD

Hanford Idaho Nevada Northern New Mexico
Oak Ridge Paducah Portsmouth Savannah River

October XX, 2021

Mr. William “Ike” White
Acting Assistant Secretary for Environmental Management (EM)
U.S. Department of Energy (DOE)
1000 Independence Avenue, SW
Washington, DC 20585

Dear Mr. White:

On October XX, 2021, the Chairs and Vice-Chairs of the EM Site-Specific Advisory Board (SSAB) passed the following recommendation concerning community engagement at EM sites. This recommendation was subsequently approved by XXXX local boards of the EM SSAB.

Background

The EM SSAB understands that successful completion of the DOE-EM mission must include a significant community, public and stakeholder outreach. While DOE-EM has been engaging in public outreach from the beginning we believe that the effectiveness can be improved by any of several different approaches described in this document taking into consideration the complexity and uniqueness of each of the cleanup sites managed by DOE-EM.

Because of the challenges represented by the complexity and variety of sites with correspondingly different cleanup schedules, we are presenting a suite of potential activities that can be implemented by DOE EM and the SSABs at each of the sites but are applicable to all sites in some form. Individual site-specific advisory boards are in the perfect position to help develop and recommend implementation strategies because of our inherent connections within our respective communities. Advisory board involvement on DOE EM outreach would help by providing advice related to specific targeted areas based on feedback from actual communities and individuals who live near or are potentially impacted by site activities.

Below are observations from the SSABs developed during public outreach committee meetings. These are followed by specific recommendations from this committee.

Observations:

- Some SSABs feel that the relationship between DOE and their communities is top-notch, while others feel that the public stakeholders need greater involvement in the cleanup conversation as decisions are being made.
- SSABs tend to agree that DOE sites are most successful when they host and encourage frank,

transparent conversations with the public and regulators regarding the decisions that are being made and the challenges they face. These are often difficult and complex topics that the public is eager to understand and need to have the opportunity to ask questions and see their concerns addressed.

- Sites are most successful when they get in the “trust zone” with their local and regional stakeholders and partners.
- Frequent sharing of information about cleanup, schedules, and funding with local Chambers of Commerce and economic development organizations as well as city and county governments has been found to be very advantageous for one SSAB.
- Public involvement in shaping decisions is important to project success. In order to accomplish this overarching goal, several areas of the public involvement relationship could be improved. What is legally required is just the start.
- Public stakeholders appreciate when we see their values reflected in the activities, agreements, and products of site managers and regulators. Examples include DOE’s solicitation of board values and incorporation of those values in Federal Facility Agreement Public Involvement Plans, soliciting and incorporating board input on informational materials and effective public meeting designs.
- In-depth informational outreach is highly valued by the different SSABs.
 - This can take the form of monthly newsletters for those who can’t attend meetings, to virtual meetings that give the public access to SMEs on specific topics of interest, to regional in-person “dialogues” that promote a two-way communication between interested stakeholders and site managers from both DOE and the regulatory agencies.
 - Access to information digitally and in an approachable format are also highly valued in order to reach and inform the widest audience.
- Beyond virtual access, the ability to take in-person tours is deemed fundamental to the openness and transparency the public is seeking.
- In general, the SSAB boards are interested and willing to consult with DOE on how meetings and outreach materials are designed and distributed, and we encourage DOE to make use of this resource. New media such as videos, animations, virtual tours, regular newsletters, and digital histories are excellent tools for site outreach and education, and their continued development should be supported.
- Many sites like Paducah have a book on the history of the site.
 - These could be placed in the community, university, and local school libraries, city and county offices, tourism, and Chambers of Commerce offices.
 - These could also be presented to state and federal officials, Congressional delegation, state legislators and others.
- Exhibits on the history of the site and cleanup process placed in appropriate locations, such as area universities and colleges, city and county offices; public meetings regarding the site and cleanup and other appropriate locations.

Recommendation

We recommend that the individual site managers/designees and their advisory boards work together to discuss and determine which activities best suit their circumstances and respond to public needs. The detail, depth, and implementation plan should result from this collaborative effort. The following thematic areas of improvement were agreed upon by the Chair Public Outreach Committee and are offered as recommendations to DOE EM, as well as some specific recommendations within each thematic area. Site-by-site recommendations may be found in the attachments to this letter.

1. Develop an optimal design and platform for virtual and hybrid meetings and make the most of virtual opportunities. Not only does this allow us to make the most of the change that COVID-19 brought to

the world but allows access by members of the public that might not be able to travel to SSAB meetings.

- Utilize social media to quickly disseminate important information to the public, State and local governments, and stakeholders.
2. Maintain efforts for in-person outreach.
 - Make site tours for board members a requisite, and include the public, stakeholder groups, and the media whenever possible.
 - Utilize local museums to house displays for preserving site history or virtual museums to tell the story of the site using online format that can be accessed at any time.
 3. Outreach should be a mechanism for effective two-way communication between DOE-EM and the general public. DOE-EM outreach should seek to increase (1) the general public's awareness and understanding of DOE-EM activities as well as (2) actionable feedback from the general public regarding past, current, and future DOE-EM activities.
 - Engage the public early and often. Have interactive conversations with the public that allow the public to ask questions and get answers about complex subjects.
 - Share how public input has shaped or influenced cleanup decisions.
 - Ensure open and transparent decision making.
 - Promote success and planning ahead by incorporating and educating the public on strategic vision plans that cover at least the next 10 years.
 4. Continue to support and improve informational outreach products to engage the public.
 - Utilize existing digital media outlets (i.e., YouTube channels, papers, blogs, and newsletters) to broadcast timely information about current events and upcoming activities at a site. [NOTE: Nevada has their own YouTube channel.]
 - Create videos, animations, and diagrams to use at public presentations or posted on websites to present engaging content the public would be interested in.
 - Create a listing of historical articles and books relevant to each site that could be accessed through each site's website. Consider providing hyperlinks for the public to view these documents. EM sites provide databases or libraries of the technical reports produced for EM cleanup actions. The aforementioned historical articles and books would not duplicate the EM libraries but rather provide information that is less scientifically complex and technical for interested but perhaps less informed members of the public.
 - Messaging regarding the cleanup of environmental impacts from nuclear development and research at the sites should be prioritized and increased relative to other, non-cleanup messaging.
 5. Continue seeking ways to support and improve the impact of DOE's Site Specific Advisory Boards
 - Educate/inform the public, stakeholders, local and state officials and other appropriate entities on the purpose and responsibilities of the SSAB/CAB Boards in each community, including the current leadership and membership, through news releases, speaker presentations, social media, newsletters and other communication methods. When new leadership has been selected or new members have joined the Board, also announce the changes using similar methods as previously mentioned.
 - When DOE/EM officials visit EM sites, plan an opportunity to visit informally with local SSAB / CAB Board members in order to develop a relationship with its membership and to show that they are valued.
 6. Facilitate and support cross-site sharing of activities and public outreach resources. Outreach efforts should be informed and motivated by relevant professional expertise and related quantitative and qualitative metrics. To ensure ongoing progress, outreach efforts should be reviewed periodically by recognized experts in the field of government public outreach, and the outreach efforts should be adjusted as appropriate.

Additional Information

In preparation for this recommendation, the EM SSAB prepared the following three attachments that it believes represents viable activities and opportunities for effective public outreach that EM sites should consider in preparing public outreach plans.

- Attachment #1, *Outreach Activities for DOE EM, contractor, or SSAB*, is a compilation of outreach activities that have been used by SSABs with varying degrees of success. This can be used to develop approaches at Sites.
- Attachment #2, *Improvement Opportunities*, collates public outreach best practices submitted by the SSAB chairs at the Spring 2021 Virtual Chairs Meeting.
- Attachment #3, *Charge Responses Compiled*, contains the PowerPoint slides provided by each SSAB Chair at the Spring 2021 Virtual Chairs Meeting. The slides provide a detailed listing of the improvement opportunities offered by each of the SSAB chairs.

These observations and recommendations are respectfully submitted by the below signed chairs of the respective SSABs.

XXXXXXXX, Chair
Hanford Advisory Board

XXXXXXXX, Chair
Nevada SSAB

XXXXXX, Chair
Oak Ridge SSAB

XXXXXXXX, Chair
Paducah CAB

XXXXXXXX, Chair
Savannah River Site CAB

XXXXXXXX, Chair
Northern New Mexico
CAB

XXXXXX, Chair
Portsmouth SSAB

XXXXXXXXXX, Chair
Idaho Cleanup Project CAB

cc: Kelly Snyder, EM-4.32

References

1. Attachment #1, *Outreach Activities for DOE EM, contractor, or SSAB*
2. Attachment #2, *Improvement Opportunities*
3. Attachment #3, *Charge Responses Compiled*

DRAFT

10 Year Strategic Plan Development:

- 1) DOE should hold 10 year Strategic Vision public meetings every year, at each site, in order to share the next iteration of programmatic goals, including discussions of successes, roadblocks, course changes, new scopes of cleanup and recognition of potential uncertainties. Public tutorial meetings should be held two weeks in advance of the beginning of any formal Public Comment period in order to build a common knowledge base.
- 2) EM Sites have the commonality of specific, near-term, three to five year, plans. These specific site plans should all trigger public involvement campaigns, outlining yearly updates on their next respective, goals. Site near-term plans should be aligned with 10 year Strategic Plan goals such that near-term plans can be used iteratively to benchmark programmatic progress.
- 3) Regarding the Strategic Vision, in addition to reducing jargon and allowing for a quicker means of identifying or getting to information pertinent to a specific site, the document needs a better explanation of how the priorities are established. What criteria are used with regard to public health, environmental risks, local economies, cost to complete, land transfers, etc.? Not details for each site, but an overall explanation of the process. This might help people understand why some sites have larger budgets or seem to be more active. Local SSABs are probably knowledgeable about planning for their sites, but each board should have some education on national priorities.

Communication:

- 1) DOE should put forth a concerted effort to define terminology so that FACA Boards and the public understand what is being considered and asked for, from them, within the decision matrix to be discussed. DOE needs to clearly communicate the boundaries of what is being considered. Additionally, DOE should articulate, in what manner, public policy advice can be successfully received by DOE-EM in order to see it incorporated into DOE's pending decisions. Lastly, DOE must convey how they will respond to public comments.
- 2) Utilize the strength of the SSAB Board's experiences and longevity by having them help to facilitate public meeting design, timing and locations. DOE-EM SSABs are now long-standing. They are formed from broad representation of the communities they represent and as such have the ability to help DOE regionalize presentations.
- 3) Evaluation of SSAB effectiveness should be based on several factors. This should include development of, but not limited to, guidance on when and what types of recommendations are needed. Although less objective, evaluative assessments from community stakeholders, DOE, DOE contractors, regulatory personnel and the SSAB's themselves should be incorporated.
- 4) Activities at some sites are long term and have reached the stage where little change is seen during the tenure of a typical SSAB member. Hence, the need for major decisions and recommendations is less or non-existent. Maintaining SSAB member interest is difficult. In this situation, DOE should consider ways to involve the SSABs in less consequential decisions and public outreach. DOE should

also consider what types of education might provide a better background for recommendations, decisions, community outreach that will occur in the future.

5) Written communication produced by DOE and the SSABs that is intended for the general public should be reviewed by site Public Affairs to verify that the use of jargon or uncommon terminology is understandable to a non-technical audience.

Public Involvement:

1) DOE should embrace the tenet that institutional knowledge and transparency in all aspects of the cleanup program is an essential component of building informed, useful and supportive public policy advice from the SSAB Boards, Tribes and the public. By engaging the public early and often, DOE can utilize the SSAB Boards and their operating structures such that they help prepare future generations of Board members and the public for informed engagement.

2) DOE should support STEM program development for local schools and colleges with curriculum development. Efforts should include supporting development of trained people for trade-focused careers.

3) DOE should actively provide opportunities for informational engagement and coordinate with the EM SSAB meeting schedule to the extent possible.

4) DOE should hold public tutorial meetings in order to share DOE interactions with regulatory bodies and formally convened scientific panels. Building a collective, scientific basis for remediation pathway development that incorporates informed public policy recommendations should be the goal.

5) SSAB membership should be consistent in reflecting community educational levels, proximity, racial and cultural diversity, and income levels. An exact mirror of the community is not necessarily beneficial. Interest and commitment are most important. Including actual stakeholders affected by public health or environmental risks or community economic and political factors is more important than simply looking at the community demographics. Also, having people that can contribute to SSAB decisions because of experience, education, and connections in the community is important. One criterion that should be emphasized is a member's willingness and ability to communicate with the general public.

6) Introductory training for new board members appears to be inconsistent. Site tours and in-person instruction should be required. These should be supplemented by online or other virtual resources. In addition to DOE and/or contractor personnel, current SSAB members should be involved in the tours and training. Introductory training can be spread out over time, but should be separate from SSAB meetings. A more formal schedule of when new SSAB members are added should be established to allow for a better introductory training schedule and to reduce the need for continual repetition of information that has already been addressed by longer term SSAB members.

7) Because of COVID, virtual meetings have become routine. Although these meetings allow for participation of people geographically distant or with health issues, they are not as effective regarding communication within and between SSAB, DOE, regulatory personnel, DOE contractors, and the general public. Virtual meetings allow for a lessened commitment among participants. SSAB in-person meetings should be prioritized, with hybrid meetings as needed.

Risk Communication:

- 1) DOE should address the Boards and the public on how risk assessments affect prioritization and decision making.
- 2) Training should be provided to Board members on communications surrounding high-profile or sensitive issues.

RECOMMENDATION TO REVISE THE MEMBER APPOINTMENT PROCESS

Background

The work of the DOE-EM Site-Specific Advisory Board (EM SSAB) is in support of Department of Energy (DOE) programmatic missions focused on environmental cleanup of post-war nuclear and chemical contamination. At each of our respective sites, that work has been substantially and adversely impacted over the course of the past few years, in part, because of the length of time it is now taking to get appointment letters approved for individual Board members to participate. It has hamstrung Board abilities, at each site, to fulfill DOE goals for development and incorporation of public policy advice concerning the nature of cleanup and many other issues. For example, often potential members apply and later withdraw their applications due to extended delays in the appointment process. Boards have had to delay providing advice or recommendations due to a lack of membership, coupled with the loss of Board or Committee chair leadership while they wait for appointment approval. Reduced Board membership has also limited the development of institutional knowledge, so necessary at sites whose cleanup missions will extend decades into the future. In some cases, experienced and informed members are handicapped by a year or longer gap between their terms because they lack the special and immediate access to information on emerging issues that active members receive. More significantly, the extended approval process, which has often resulted in depleted Board rosters, has reduced Board legitimacy, and eroded public confidence in the DOE, including attracting complaints from community organizations and negative media coverage.

Examples of negative impacts specific to each site are attached to this recommendation.

Recommendation

The EM Site-Specific Advisory Board (EM SSAB) believes that the Department of Energy (DOE) should substantially revise the membership approval process to ensure that the continuity of Board and Committee activities is protected and remains intact such that there is no disruption of stakeholder involvement and input as per each Board's respective chartering agreements and operating rules.

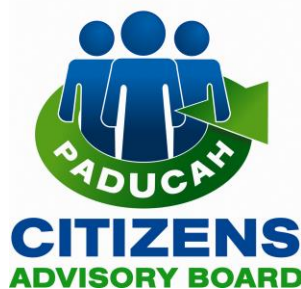
While the larger effort to comprehensively revise the SSAB membership approval process is pursued by the Designated Federal Officer for the EM SSAB and in order to further enable stakeholder participation at their respective sites during this endeavor, the EM SSAB recommends:

1. The membership review and approval process should include all reasonable activities necessary to prevent lapsed memberships. A lapsed membership is defined as: a membership held by a member in good standing whose term has expired but has not reached the six-year limit.
2. The site manager should be empowered to temporarily extend the terms of lapsed members in good standing or to temporarily appoint other qualified members to replace lapsed members until a new membership package is approved.¹
3. The DOE should publish the review and appointment process and then take feedback from the public and EM SSAB members. The published information should identify which elements are required by the Federal Advisory Committee Act, the General Services Administration, and the EM SSAB charter, and which elements are internal to the DOE, as well as where those DOE policies and procedures can be found.

¹ For a related authority see the DOE EM SSAB Policies and Procedures Desk Reference (June 2013), Section III.C on "Delegated Authority to the Field for Member Appointments."

Paducah Gaseous Diffusion Plant Citizens Advisory Board

Operating Procedures



Date of First Reading: 09/16/2021

Date of Second Reading: 11/18/2021

Adopted: 11/18/2021

signature on file
Don Barger
CAB Chair

signature on file
Jennifer Woodard
U.S. DOE, DDFO

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A. Date of Adoption

B. Status of Previous Bylaws

I. MISSION

The mission of the Environmental Management (EM) Site-Specific Advisory Board (the Board or Citizens Advisory Board [CAB]) at the Paducah Gaseous Diffusion Plant (PGDP) is to provide meaningful opportunities for collaborative dialogue among the appointed Board members, EM, and the U.S. Department of Energy (DOE) Portsmouth Paducah Project Office (PPPO). The Board is chartered under the EM Site-Specific Advisory Board Federal Charter. Serving at the request of the Assistant Secretary or the Deputy Designated Federal Official (DDFO), the Board is tasked to provide advice and recommendations concerning the following EM site-specific issues: clean-up standards and environmental restoration, waste management and disposition, stabilization and disposition of non-stockpile nuclear materials, excess facilities, future land use and long term stewardship, risk assessment and management, and clean-up science and technology activities. The Board may also be asked to provide advice and recommendations on any other EM project or issue. The Board promotes early ongoing dialogue with the community that improves the quality of the decision making process of EM.

II. FUNCTIONS, SCOPE, AND ACCOUNTABILITY

A. Functions: The Board will provide independent advice and recommendations to the Assistant Secretary for Environmental Management or PPPO Field Manager on the following EM site-specific issues: clean-up standards and environmental restoration; waste management and disposition; stabilization and disposition of non-stockpile nuclear materials; excess facilities; future land use and long term stewardship; risk assessment and management; and clean-up science and technology activities. The Board will provide advice and recommendations on additional topics in response to requests issued by the Assistant Secretary for Environmental Management or the PPPO Field Manager.

B. Scope: The scope of the Board's duties includes:

1. Discuss EM proposals and plans for such matters as EM facility expansions and closings, environmental projects, and the impact of environmental regulations.
2. Advise EM on issues related to clean-up standards and environmental restoration, waste management and disposition, stabilization and disposition of non-stockpile nuclear materials, excess facilities, future land use and long term stewardship, risk assessment and management, and clean-up science and technology activities.

C. Accountability: The Board interacts with the appropriate EM decision makers and CAB Liaisons to provide advice on matters it is charged with, on behalf of the citizens surrounding the PGDP.

1. The CAB is part of the Environmental Management Site-Specific Advisory Board, which is chartered pursuant to the Federal Advisory Committee Act. The Board is thereby subject to the requirements of the Environmental Management Site Specific Advisory Board Charter, Membership Balance Plan, the Federal Advisory

Committee Act (FACA), as amended (5 USC Appendix 2), and its implementing regulations (41 CFR 102-3, et seq.).

2. The CAB seeks a free and open two-way exchange of information and views between Board members and EM, where all Board members are invited to speak and to listen.
3. CAB members may request access to independent technical advice, staff, and training.
4. The CAB will conduct business according to these specific operating procedures and undergo requisite training from DOE (any training necessary for participation in CAB activities, including Orientation) so that all members will hear a wide-range of views and use constructive methods for resolving conflict, making decisions, and dealing with the differing viewpoints.
5. In compliance with FACA, CAB meetings will comply with Federal regulations concerning advisory committee meeting and recordkeeping procedures (41 CFR 102-3, Subpart D), including but not limited to: CAB meetings must be open to the public, and notice of CAB meetings must be published in the Federal Register to provide the required advance notice. In addition, notification of any committee meetings (including ad hoc) or work groups will be posted on the CAB website (<https://www.energy.gov/pppo/pgdp-cab/paducah-citizens-advisory-board>) to provide stakeholder awareness. Board meetings will be held at reasonable times in publicly accessible locations to encourage maximum public and Board participation.
6. EM will provide the opportunity for interested parties and stakeholders continue to be adequately and equitably represented on the membership of the Board.
7. The Board members will send all requests to the DDFO or designee to obtain a prompt response. The DDFO is responsible for tracking DOE responses to requests from the Board and verifying the completeness of those responses.

III. MEMBERSHIP

A. Membership: The Board is a broadly constituted organization consisting of a diverse group of people representing the interests and concerns of the Paducah area.

1. Pursuant to delegated authority, the Assistant Secretary for EM is authorized to appoint and reappoint EM SSAB members and also to terminate any Board membership. Members serve at the pleasure of the Assistant Secretary and their membership may be terminated at any time during their tenure.
2. Members shall be appointed to bring views associated with residence or employment in the PGDP community and region and may include, but is not limited

to, individuals representing the interests of local government; Tribal nations; environmental, civic, and religious groups; labor organizations; ethnic minorities; academia; women's groups; and other interested individuals or organizations in the PGDP area.

3. The Assistant Secretary for Environmental Management or Field Manager may request that other Federal Government employees, elected officers of State, local, and Federal recognized tribal governments (or their designated employees with authority to act on their behalf), and other authorized inter-tribal organizations¹ to serve as non-voting liaisons to the local Board who provide information to the Board and represent their agency's organization's interests at local Board meetings.
4. Terms of office for Board members are two years from the date of official appointment by DOE. Members are to serve no more than three two-year terms for a total of six years. Exceptions from term limits can be requested and will be considered on a term-by-term basis if a member represents a specific organization on the board or where a member brings diversity that is important to balance board views. A request for an exception from term limits may be made by the affected Field Office Manager during the membership package process and must be approved by the Assistant Secretary.

B. Vacancies: When a vacancy exists following completion of a Board member's term, resignation, or termination by DOE, Board members and members from the Paducah community at large may nominate someone or themselves to fill the vacancy. Nominees submitted by Board members and members of the Paducah community at large should meet, as far as possible, the Board's existing stakeholder balance, diversity and geographical distribution goals. DOE may consider such nominees, as well as any other potential member candidates, to fill vacancies. The DDFO shall evaluate the nominee submissions and forward his/her recommendations to fill the vacancy to EM for approval. When a vacancy exists due to resignation or termination by DOE of a Board member, the vacancy may be filled by interim appointment for the remainder of the unexpired term.

C. DOE and Other Liaisons:

1. Liaisons may participate in Board discussions to provide information to the board on matters than are both substantive and procedural.
2. Liaisons may not participate in the formation of recommendations when the Board is determining what substantive advice it wishes to give or what procedural direction it chooses to take.

¹ An authorized inter-tribal organization is an organization composed of elected officers of more than one Tribal government (or their designated employees with authority to act on their behalf),

which has been officially designated by the elected or duly-appointed leader of at least one federally recognized Tribal government to represent that Tribe on a particular issue.

2. Each liaison shall designate its own representatives and alternates, notify the DDFO of such designees, and give timely notice if a replacement is required.
3. The Board may recommend to DOE that a new liaison be requested for excessive absence.

IV. MEMBERSHIP RESPONSIBILITIES

1. To attend meetings regularly; a member who fails to attend three (3) consecutive Board meetings without an absence excused by DOE in one calendar year may be recommended to the DDFO for removal from the Board. In cases of excessive and/or unexcused absenteeism, the DDFO will contact the member in writing fifteen (15) days prior to the next Board meeting to determine the member's circumstances and intention for future meeting attendance. The Board will, based on the information given by the DDFO, determine whether to recommend termination of that member's appointment to EM.
2. To review and comment on EM and other documents received by the board according to Federal law and within their purview, and submit timely recommendations to EM;
3. To work collaboratively and respectfully with other Board and liaison members;
4. To represent accurately all matters before the Board;
5. To share any written communication about or for Board activities with the Board as a whole and with the DDFO;
6. To be a public representative willing to communicate as needed
7. To abide by the terms and conditions of the EM SSAB charter and these Operating Procedures.

V. BOARD STRUCTURE

- A. Chair and Vice Chair:** In alternating years, the Board will elect by a majority vote of a quorum of the full Board the Chair and Vice Chair, who will encourage consideration of a diversity of viewpoints in Board discussions. The Chair will support the Board in a balanced and unbiased manner. All Board members have the opportunity to express their views.

1. The election for Chair and Vice Chair should be held at the CAB meeting closest to September 30th of each year. The terms of the Chair and Vice Chair will be two years beginning October 1st of each year or immediately after the election, whichever date is sooner.
2. The Chair certifies to the accuracy of all CAB meeting minutes within 45 calendar days of each meeting.
3. The Chair signs the certification of a recommendation that has been passed by the Board.
4. The Chair shall recommend to the DDFO candidates for positions on committees and ensure that the membership of the committees reflect the diversity of the Board to the extent practicable.
5. The Chair serves between regular meetings of the Board as the point of contact for DOE.
6. The Vice Chair serves as Chair in the absence or incapacity of the Chair.
7. The Chair and Vice Chair may have other duties as assigned by the Board consistent with the EM SSAB charter.
8. In the absence of the Chair and Vice Chair, the immediate past Chair, if that person still serves on the Board, shall serve as Chair of the board meeting. In the absence of the immediate past Chair, the immediate past Vice Chair, if that person still serves on the Board, shall serve as Chair of the Board meeting. If none of these persons is present, those Board members present shall select a chair for the meeting.

B. Committees: The Board may establish committees that reflect the Board's approved work plan for that year and promote efficient operations of the Board.

C. Ad Hoc Committees: The Board may establish ad hoc committees as it deems necessary.

D. Structures of Committees and Ad Hoc Committees (collectively referred to as "Committees"):

1. Membership on committees will be on a volunteer basis. Board members are encouraged to serve on at least one committee.
2. Committees may not directly submit recommendations to DOE. They are solely responsible for producing draft proposals or information for the full Board. Before presenting a recommendation to the Board, the committee shall have passed the recommendation by majority vote of the full committee.

3. Committees may meet independently of the Board. If the meetings of a committee are open to the public, they must be held in public locations.
4. A written summary of all committee meetings will be prepared, and the chair of the committee will provide it to the Board.
5. Committees may, at their discretion, internally select, elect, appoint, or remove a committee Co-Chair or Vice-Chair (either title bearing the same intended meaning) from among only the properly appointed members of the Board. Co-Chairs or Vice-Chairs shall serve and act in the temporary absence of the duly elected committee chairperson.
6. Committee chairs shall notify the Board Chair and the DDFO of the selection, election, appointment, or removal of any committee Co-Chair or Vice-Chair.
7. Any committee may include non-Board members. Non-Board members shall be allowed to vote in committee meetings but shall not hold committee leadership positions. Non-Board members of committees and ad hoc committees shall be confirmed by the Board Chair. The DDFO shall concur in all recommendations for participation by non-Board members.
8. Ad hoc committees may be established by the Board for the purpose of investigating special topics. The charge to, Board membership of, and chair of the ad hoc committees shall be established by the Board or the Executive Committee and approved by the DDFO. The Board, in consultation with the DDFO, shall further establish the term of and reporting requirements of each ad hoc committee.
9. A Board support staff representative will provide meeting support including, but not limited to, securing locations, notifying members, and producing a meeting summary.
10. Virtual participation at committee and ad hoc committee meetings may be allowed, so long as all members are afforded the same opportunity.

E. Executive Committee: The Board has an Executive Committee consisting of the Board Chair, Vice Chair, the most recent Chair that still sits on the Board, and other Board members as elected by the Board. The Executive Committee will meet at least once every two months and may hold other meetings at the call of the Board Chair or DDFO to consider matters of importance that may require immediate resolution. The DDFO is a non-voting member of the Executive Committee.

1. During the intervals between Board meetings, decisions involving the daily business operations of the Board (e.g., agendas, administrative decisions, coordinating committee requirements and activities, etc.) shall be made by majority vote of the Executive Committee. However, this Committee shall have no authority to set Board policy or make any recommendations to the DOE.

2. The Executive Committee shall have no authority to act for the Board on any motion or recommendation that affects a decision made by the full Board. Any motion or recommendation affecting a decision of the Board shall be submitted by the Executive Committee to the Board for consideration at the next regularly scheduled Board meeting.
3. Actions on routine general administrative matters requiring time-critical action by the Executive Committee may be handled by polling members of the Executive Committee through any quick means of communication. Decisions will be validated by the Board Chair and documented in the minutes of the next regularly scheduled Board meeting.

F. Removal of Board Officers: Upon recommendation by the Executive Committee, the DDFO, or a duly authorized motion tendered by a Board member at a regularly scheduled Board meeting and a two-thirds (2/3) vote of the Board membership, the CAB may recommend to DOE that an officer of the Board (Chair, Vice Chair, or Committee Chair, Vice Chair or Co-Chair) be removed from office for misconduct or neglect of duty.

G. Replacement of Officers:

1. A Board officer vacancy (Chair or Vice Chair) will be announced at a regularly scheduled Board Meeting.
2. An election to fill a vacancy will be held at the next regularly scheduled Board meeting after the meeting at which the vacancy was announced. The person to fill the vacancy must be approved by a majority vote of the full Board. In the event of a vacancy created by removal, resignation, or abandonment by the Chair or Vice Chair, the term of office of any interim replacement election for the Chair or Vice Chair shall expire on September 30th, and the regularly scheduled annual election shall be held as provided in Article V, Section A, Number 1.
3. If both the Chair and Vice Chair become vacant at or near the same time, then the Board shall, at the meeting at which the vacancy is announced, elect by majority vote of the entire board a Chair and Vice Chair to serve for that Board meeting. To prevent delay in Board work, and in the absence of a timely interim election, the Executive Committee shall appoint an Acting Chair and Vice Chair (if needed) from among the voting members of the Executive Committee, to serve as the Chair or Vice Chair of the Board until the next regularly scheduled Board meeting.

VI. DECISION MAKING

A. Quorum: A quorum of the Board consists of more than half of the DOE appointed members of the Board; liaison members do not count towards quorum.

B. Rules of Order: All decisions are made by majority vote of a quorum of the full Board, unless otherwise stated within the operating procedures.

C. Requirements for Recommendations to EM:

1. Recommendations shall be approved by majority vote of the full Board.
2. When an issue comes before the Board, the Chair may refer the issue to the appropriate committee or create an ad hoc committee for that issue. The committee will provide a report of its activities to the Board as soon as possible given the issue.
3. Recommendations to be considered by the Board shall be processed in the following manner:

The Board's work is primarily conducted and accomplished at the committee level. Meetings are held, information and perspectives are discussed and exchanged, and draft recommendations are prepared and approved for review by the full Board. In the process, the Committee may hear from outside technical experts, DOE staff, environmental groups, academia, representatives from other public agencies, or other stakeholders. Differences in viewpoints are generally resolved at the committee level, and a consensus position or recommendation is developed. In the event that consensus is not achieved, a minority position paper may be included with the committee recommendation. Ultimately, the committee's recommendations are presented by the committee Chairperson or designated committee member to the full Board for further action and consideration as a formal CAB recommendation, if appropriate, to EM.

4. Upon passage by the Board, all recommendations will be signed by the Chair and conveyed to EM in writing within fifteen (15) calendar days.
5. The Board requests that EM provide timely response to the Board recommendations and explain the basis for EM's decision and how it will implement any recommendations that are accepted.

D. Administrative Decision Making:

1. DOE will provide administrative support for the board. Any request for specific administrative functions will be made by the Chair to DOE.

If the Board finds a need to review or affirm specific decisions made under the authority delegated to the Chair, such affirmation will be expressed by a majority vote of the full Board.

VII. CONDUCT AND FORMAT OF MEETINGS

A. Meeting Format:

1. Public notices for board meetings will be printed in the Federal Register. Announcements may be made via radio, television, local newspapers, or the CAB website.
2. The Board will meet as needed, with the length of meetings determined by the agenda.
3. Board meetings will be open to the public; a section of the meeting room will be set aside for observers, videographers, and media. Public comment is invited at appropriate times during a meeting. Public comment within the meeting will follow procedures laid out in the Paducah Gaseous Diffusion Plant Citizens Advisory Board Visitor and Public Comment Guidelines.
 - a. There will be a fixed agenda time for public comment. A Board member may not address the Board during the time set aside for public comment. The public comment period may be extended by the Chair or by consensus of the Board members in attendance.
 - b. If required, per the Public Comment Brochure, the fixed time will be divided equally among the members of the public who request to speak.
 - c. Before a decision on a recommendation is made, the Chair will invite members of the public to offer their input. The Board will determine in advance how much time they will allocate for public input.
 - d. Members of the public may offer their comments in writing and give them to the DDFO.
 - e. Time will be set aside for Board member comments during each meeting.
4. Any Board meeting will be set up in terms of both the physical arrangements and the agenda to facilitate hearing and discussion.
5. Minutes of the Board meetings will be kept by DOE, distributed to the Board members for their review, certified by the Chair, and then made available to the public. The Chair or Vice Chair must certify the accuracy of the minutes within forty-five (45) calendar days of the meeting to which they relate. In the absence of the Chair or Vice Chair, the DDFO must make such certification.
6. Any product of the Board such as policies, positions, reports, advice, or recommendations given to DOE must be reviewed by the Board in final distribution form before providing the product to DOE.

B. Conduct of Meetings:

1. DOE may, at its discretion, utilize a neutral third-party facilitator to assist it in accomplishing its mission; the facilitator will operate in a neutral, balanced, and fair manner;
2. Board members will act in a professional manner to each other, EM, liaisons, and the public.

VIII. MEETING FREQUENCY AND LOCATION

A. Federal Register: In compliance with the Federal Advisory Committee Act (FACA), meetings of the full Board must be published in the Federal Register to provide at least fifteen (15) days advanced notice of Board meetings. The local DOE Field Office must ensure that Federal Register notices are sent to the Designated Federal Official (DFO) at least 30 calendar days in advance of the meeting.

B. Meeting Frequency:

1. Regular Board meetings of the full Board shall be held a minimum of four times a year.
2. Working Sessions and committee meetings will be held as needed to further the progress of Board activities at the discretion of the committee.
3. A quorum of the Board must be present in order to conduct meetings and take actions as defined in this document.

C. Location: Meetings shall be held near the affected communities in order to facilitate communication between the Board and the concerned public.

D. Extraordinary Meeting: At the request of a minimum of six (6) members of the Board, or at the request of DOE, the Chair shall call upon the Deputy Designated Federal Official (DDFO) to schedule an extraordinary meeting of the Board. Presence at extraordinary meetings may not be factored in determining a member's attendance record.

IX. BUDGET

A. Authority: The DDFO retains fiscal responsibility for the Board. The Board may provide a proposal to the DDFO. Funding amounts will be determined yearly based on the Board's approved work plan and availability of funds.

B. Compensation: Board members will serve without compensation.

C. Travel Expense: Board members are required to follow applicable federal travel regulations. All travel expenses must be submitted to the DDFO for reimbursement according to Federal guidelines.

X. CONFLICT OF INTEREST

- A. Enforcement of Conflict of Interest Policy:** Questions concerning conflict of interest shall be referred to the DDFO, who will seek the advice of legal counsel for resolution, as required.
- B. Recusal:** If a Board member is aware of an appearance of a conflict of interest, the member shall immediately inform the DDFO and the Board of the interest and shall refrain from participating in discussions and recommendations in which a conflict or potential for conflict of interest exists.
- C. Principles of Conduct:**

The Board consists solely of representative members under FACA. Board members who serve as representatives shall abide by the following conduct principles:

1. Members shall refrain from any use of their membership, which is motivated by, or gives the appearance of being motivated by, the desire for the private gain of the member or anyone else;
2. Members shall not use, either directly or indirectly for private gain, any non-public information obtained as a result of Board or committee service;
3. Members shall not use their positions in any way to coerce, or give the appearance of coercing, another person to provide a financial benefit to the member or any person with whom the member has family, business, or financial ties;
4. Members shall not knowingly receive or solicit from persons having business with the DOE anything of value as a gift, gratuity, loan, or favor while serving on the Board or in connection with such service.

Exceptions: Members may receive an unsolicited gift from persons having business with or an interest in DOE only if:

- a. The gift has an aggregate market value of \$20 or less per occasion, provided that the aggregate market value of the individual gift received from any one person under the authority of this paragraph shall not exceed \$50 in a calendar year;
- b. The gift is motivated by a family relationship or personal friendship rather than a member's position; and
- c. The gift results from the business or employment relationship of a member's spouse or the outside business or employment activities of a member when it is clear that such gifts are not enhanced because of the member's position.

XI. AMENDING THE OPERATING PROCEDURES

A. Policy:

1. The Board shall have the power to alter, amend, and repeal these operating procedures in ways consistent with the Amended Charter of the Environmental Management Site Specific Advisory Board and other applicable laws, regulations and guidelines.
2. Any member of the public, the Board, or one of the stake holder entities may propose in writing an amendment. To be considered by this Board, however, the proposed amendment must be sponsored by a Board member.
3. The Board may consider and take action on the amendment to the operating procedures at the meeting following the introduction of the proposed amendment.
4. Amendments require the affirmative vote of two-thirds majority of the full membership of the Board.
5. All amendments to these operating procedures must be approved by the DFO in consultation with the Office of General Counsel.
6. These operating procedures will be effective upon the affirmative vote of a two-third majority of Board membership, execution by the Chair, review and concurrence by the DOE Office of General Counsel, and approval of the EM SSAB DFO.
7. All previous bylaws or procedures are hereby rescinded.

B. Absentee Voting for Amending the Operating Procedures:

1. A vote to amend these Standard Operating Procedures may be cast by a Board Member by Absentee Ballot at any regularly scheduled meeting of the Board at which a vote to amend these Standard Operating Procedures is an agenda item.
2. Each Board member shall be entitled to vote in person or by an absentee ballot (duly submitted in writing, or by electronic means, signed or electronically annotated and dated by such member prior to the meeting). The staff shall prepare and make available on request suitable absentee ballots for use in voting on amendments.
3. To be valid, an absentee ballot shall be executed by the Board Member (see 2. above) and submitted to the Board's offices or Chair not later than 12:00 noon on the day prior to the date of the regularly scheduled Board meeting at which the vote is an agenda item.

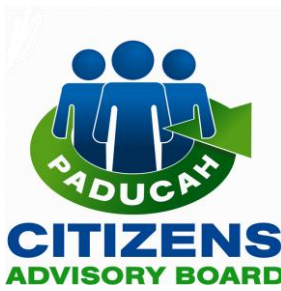
4. In the event an absentee ballot cannot be properly filed and a two-thirds quorum is not possible, then absentee members may be contacted to participate by teleconference, provided that all similarly constrained absent members are given the same opportunity.

C. Absentee Voting Prohibition: Except as provided in Section XII.B above, nothing in this section shall be construed to permit or authorize absentee voting by any Board member on any other Board or committee action.

XII. ADOPTION OF THE OPERATING PROCEDURES

A. Date of Adoption: These operating procedures will be effective upon the affirmative vote of a two-third majority of Board membership, execution by the Chair, review and concurrence by the DOE Office of General Counsel, and approval of the EM SSAB DFO.

B. Status of Previous Bylaws: All previous bylaws or procedures are hereby rescinded.



PADUCAH GASEOUS DIFFUSION PLANT

CITIZENS ADVISORY BOARD

MINUTES OF THE THURSDAY, NOVEMBER 18, 2021, CAB MEETING • 5:30 P.M.

Location: Emerging Technology Building, WKCTC, Paducah, Kentucky

Citizens Advisory Board (CAB) Members Present: Don Barger (Teams), Phillip Brown, Victoria Caldwell, Celeste Emerson, Fran Johnson, Michael Kemp, William Murphy, Patrick White, Judy Clayton

Proposed Citizens Advisory Board (CAB) Members Present: William Robert Clark, Elizabeth Wilson (Teams)

CAB Members Absent: Eric Butterbaugh, Clinton Combs, Blake Summarell, Shay Morgan

U.S. Department of Energy (DOE) and Contractors: Jennifer Woodard, Buz Smith, Ryan Anderson, DOE; Hayly Wiggins, Jim Ethridge, EHI Consultants (EHI)

Liaisons: Jessica Vasseur, Four Rivers Nuclear Partnership (Teams); Brian Begley (Teams), Brian Lainhart (Teams), Christopher Travis (Teams), Commonwealth of Kentucky Energy and Environment Cabinet.

Facilitator: Eric Roberts, EHI

Public: Watched on YouTube

Approved by Don Barger, Board Chair

Don Barger

Call to Order:

Roberts:

Welcome to the CAB meeting this evening.

Johnson: I would like to call the meeting to order. Welcome to the CAB meeting and thank you for taking time from your busy schedules tonight.

Attendees introduced themselves.

Review of Agenda

DOE comments provided by Jennifer Woodard, DOE PPPO Paducah Site Lead:

- **C-400 sampling, remedial investigation is ongoing, field sampling to be completed in December of 2021**
- **C-333 deactivation continues-cleaning out areas and removing converters**
- **537 Switchyard dismantling has begun, pulled out some large pieces of aluminum and copper that has been turned over to PACRO. Finished taking out another 65 acres in the southeastern corner of the plant, starting to take out another 110 acres in the southwestern corner of the plant which will take place over the Winter.**
- **Jennifer announced that she will be taking a 4 month temporary assignment at headquarters for Dae Chung, EM5, so she will not be the site lead from 12/19/2021 - 4/18/2022. She will continue as DDFO for Paducah. No word on who the new lead would be in her absence at this time.**

Question/Comment:	Answer:
Murphy: When you take an area out do you have to refence it or just mark it in some way?	Woodard: We are leaving the old fence and putting in new limited area fencing.
Murphy: You will not be moving to Washington DC for the position?	Woodard: No, this is a remote position, so you will still see me out and about in town.

Federal Project Coordinator comments provided by Buz Smith:

- **Thanks for everyone for being here tonight**

<p>you ever notified early if anything ever pops up unexpectedly? Is there any warning system to alert you ahead of the 90-day time frame?</p> <p>Brown: You said you did not discover anything unexpected. So, you were expecting to find uranium?</p>	<p>Data Validation is normally 45 days. We did not see any chemicals beyond what was expected. There were some areas that were higher than expected and some others were lower than expected.</p> <p>Begley: Correct, we did not see any chemicals that were unexpected. Because these samples are diluted, there really is no way to see any other chemicals in the samples.</p> <p>Woodard: I can't speak to the levels of uranium, but I do know that they did see uranium in the soil. I don't know if they saw it in the groundwater, but they did see it in the soil.</p>
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DOE presentation provided by Buz Smith: DOE Groundwater Treatment Storyboard

- **First, I am going to show you a great video that FRNP did along with the middle school and this has a good feel that we are looking for with our product.**
- **The Storyboard is divided into sections, Discovery, Goals, Testimonial from CAB member as local SME, Accomplishments and Directions for the Future**

Question/Comment:	Answer:
<p>Kemp: What is the intended audience for this product?</p> <p>Kemp: I like the idea of it and the soft video, but can we go back to the slide about the sources. One thing I think we should be careful about is the outside audience not having any idea what C-400 is. Maybe call it the equipment maintenance building or something more generic. Also, when talking about TCE, say that it was commonly used at the time as an industrial degreaser as the</p>	<p>Smith: This can be played on You Tube, on Facebook, in a classroom or any way to get it to the public.</p>

<p>chemical name can be confusing. Next, when showing the accomplishments, it can be hard to explain the amount of contaminants cleaned up is out of how much. Could that be added? Or even, how large was the original plume? Another concern is that no one knows what some of the chemical specific jargon, such as ppb. Could we instead just use the percentages decontaminated? I just want to make sure that when the DOE puts this out, it comes across in language that is understandable. What is the EPA concentration level? I know, but the public might not. Instead, say it is drinking water standard.</p> <p>Murphy: Your average watcher might not understand “plume” and how it figures in the ground. You need to be careful about the terminology to make it easier to understand from a laypersons level. On the contaminants, just say what they do as in health implications. If you say radionuclides some people might think it could mean you have 3 eyes or glow in the dark. Maybe just say cancer causing agent instead?</p> <p>Caldwell: Back on the set-up slide, it says that “it was discovered Off property”. Was that a proactive sampling, was that a reactive sampling? How close is it to DOE property? I feel like this is something that a general person would be asking. It’s a big difference if it is 100 yards from the site or if it’s 5 miles. Did someone complain so the sample was taken reactively?</p> <p>Brown: I like where you are headed with this. I think Mike has some great questions, along with Victoria. I live in Carlisle County. Does that aquifer go all the way to Carlisle, or not? That is the beginning of understanding ground</p>	<p>Buz: Perhaps overlaying a map of the area could help with defining the plumes. Very good feedback.</p> <p>Smith: I don’t know the answer to that, I know the sample was discovered not far from the property.</p> <p>Smith: Do you think showing a map of the area would be helpful? I think you are talking about your audience. Will middle school kids get this? They don’t have any idea where the plant is or how it is even related to Western Kentucky.</p>
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<p>water and Victoria hit on it. Should folks in Graves County be concerned? How does this relate to all the other water supplies. I have a well. Can this get over to Carlisle County? Can it get to Cairo? Where is that aquifer heading?</p> <p>Kemp: Was this all part of the original plumes? You know where the boundaries are?</p> <p>Kemp: 2003 is the one you hang your hat on.</p>	<p>We may even have to have 2 levels with this video. One for an adult audience and one for school kids.</p> <p>Woodard: No, we are going to be cautious about that. You have to understand that when we found the plumes, we had very few monitoring wells, so there is a lot of room for interpolation. One of the reasons the plume got more defined throughout the years is because we kept adding monitoring wells. We don't want to misrepresent and that's where it gets hard for us. If you show the worse case, it does look bad, but some of that is due to lack of accuracy. We tend to go with the 2003 data instead of 1998. We put in more wells to better define it.</p> <p>Begley: one more caveat with these maps, what you are looking at is based off of data from monitoring wells. So the closer you are to the facility, the more monitoring wells you tend to have. As you go away from the facility, the less monitoring wells you have. But there was an effort with some stimulus money back 10+ years ago, and they put monitoring wells across these plumes and that's how we are more sure how far they extend to the east and west. The yellow color signifies the mcl which is the drinking water standard, the maximum contaminate level and that represents 5 parts per billion. There could still be lower levels than that seen in monitoring wells that do not show up on the maps, but from a regulatory perspective that mcl is there as a precaution. So everywhere you see the yellow, those boundaries assure that no one is drinking that water. Everyone</p>
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<p>Clayton: Strangely enough, today, we had a gentleman in our home and he asked about whether his well could be contaminated. He lives on the southside of 62 off of Fisher Road. So, I tried to explain to him the geology to him, how the water flowed north to the river and he didn't have anything to be concerned about. And if he did, I was between him and the plant. So, I wonder, if on that first bullet, could you say "upon the discovery of ground water contamination NORTH of DOE property? It also needs to be explained that this does not cover counties. It is limited to a small corner of McCracken County.</p> <p>White: So, are you going to use the map of 2003 at all? So using the map, are you going to indicate north. That should answer the question of what counties are involved.</p> <p>Brown: So, these wells are 150 feet in the ground, but what happens to all that surface water that goes into our rivers. Has DOE ammunition in their gun to say we have samples our river. So we don't know what's happening in Cairo. There aren't many uranium enrichment plants</p>	<p>might not be aware of exactly where the site is in relation to downtown Paducah, people know that there are homes between the river and the plant. You do not want to cause unnecessary concern for people. It is a daunting task to explain the science, but it is a worthwhile one as well.</p> <p>Woodard: I actually already wrote that down, I agree.</p> <p>Smith: We do plan on using it. We think that is the best baseline map.</p> <p>Woodard: When we present the maps normally, they have a north direction and have the river in the picture at the very top. We will make sure whatever map we use is easily understood.</p> <p>Smith: We could lay this map over an ariel map of the site and then we could bring it up so you can see the river, metropolis and even Cairo.</p> <p>Woodard: No, we do not sample the Ohio River because if you sample the Ohio River, you have no idea whose contamination you are sampling. Now, do we sample our creeks and surface water, yes, and Kentucky samples surface water since we started the</p>
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<p>between here and Cairo. If I were a fisherman, I would remember the mercury scare from several years ago. We just don't want you to have a deer in the headlights if some kid asks you questions about downriver.</p> <p>Roberts: Phil, you brought up some good points, as always, but as we started this discussion several years ago, the startup of the discussion was that we would like to see some videos in a series with the groundwater being the first, but surface water might be one that we could easily do a 2-3 minute video on in the future.</p> <p>Brown: One thing you might think about is giving a presentation like this to a live audience. A different spectrum of people, all types, before you put it online. Online there won't be questions and answers, just interpretation. And so, I think if you gave it to a live audience, you could get their problems with it and be prepared for them. Like a Beta testing in front of live people.</p> <p>Barger: In board 1, You talk about the late 1980s at a well sampling event. Had you been sampling prior to 1980 anyplace, and what precipitated this well sampling event? And why, at this time, and not earlier? Or prior to 1989 no TCE had been discovered off property?</p> <p>Roberts: If they look for a video that meets the tenor of the sample shown, that addresses the concerns you have raised, is that getting closer to what you are wanting to see? Buz, how do you want to go forward from here?</p> <p>Brown: I don't know when the first well was put in, but I don't know if the monitoring was the result of a complaint or not.</p>	<p>environmental monitoring program, but we don't sample the river. You also have to admit that there is fallout all over the nation, even where there is not a plant.</p> <p>Woodard: Like a test audience?</p> <p>Smith: I don't know the answer to that. I thought that was a routine thing. That is a good point, thank you, we will look into that.</p> <p>I think what we'll do is take this information and this gives us enough o incorporate these comments and work on creating the final product.</p>
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<p>Clayton: I actually do know. I can give you the name of the individual, if you need it. His coffee tasted funny and he requested the well be tested and they went and shut it down.</p> <p>Brown: One other thought, I suggest if you do something for a school kids audience, get a middle school science teacher who can review it for you and have an understanding of what the kids would understand.</p> <p>Murphy: Some will say it's too complicated and some will say it's too simple.</p> <p>Roberts: Some folks ask what the benefit is of this Board. And this is it, at some point we will have this amazing video rolled out and we can jointly hold our hands and say we did this together. It doesn't do us any good to create a video that people skip over. We have you, subject matter experts who are also neighbors of the folks who will be watching it, to make it better for our audience to educate and really make a difference.</p>	<p>Woodard: Do you kind of see the struggle we have with your comment of how to make it high enough level and short enough to not lose the attention, but yet enough information to make it worthwhile. Too many of us are engineers and needed the input from non-engineers to see what needs more clarification. Finding that blend is hard. I do like the idea of 2 versions.</p>
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Administrative Issues:

Fall 2021 EM SSAB Chairs meeting Recap

Johnson: Don and I attended the meeting, virtually. We had participants from all the boards across the United States. Todd Shrader, who is currently serving as Principal Deputy Assistant Secretary (PDAS) in the Office of Environmental Management was one of the guest speakers. He reviewed some of the past year's accomplishments of the sites and future challenges including the impact of Covid and the new work environment as the result of it. Plus, the challenge of many of the workers retiring now, so they have to be looking at future employees and workers. One of the major

priorities he mentioned was increased outreach into the communities to help them transition from the original purpose to the end stage. We also had Mark Gilbertson, Associate Principal Deputy Assistant Secretary For Regulatory and Policy Affairs, and he discussed the need for transparency in the communities, the impact of climate change on DOE sites, safety and job opportunities for workers and the challenge of hybrid meetings. We also had Kelly Snyder, Deputy Designated Federal Officer for the EM Site-Specific Advisory Boards who reviewed the lengthy process for an individual who is applying to be a member of the Board and she explained to us why it takes so long. In that conversation she said the process includes about 12 additional reviewers, not just the EM, but also from other agencies, including the White House. Would anyone else like to comment on these meetings?

Barger: If you have not been able to attend a national Chairs Meetings, try to attend, you will be amazed at what takes place at a higher level than our own meetings. What impressed me was our CAB's and its relationship with all the people working at the Gaseous Diffusion Plant. I wish there was a magic formula we could pass on to other Boards so they could also do that.

Johnson: The facilitator for this meeting was our own Eric Roberts. He does an excellent job and we are very lucky to have him with us. Anyone else have any feedback?

Roberts: All the presentations given are available on the EM SSAB which will pull up the DOE website and on the side bar it will pull up the Chair meeting and you can see them. Both days meetings are on You Tube as well. Go to You tube and go to EM SSAB HQ and you can watch the entire meeting the excellent discussions that went along with them.

Charge #1 – White Paper on Public Outreach Efforts:

Johnson: This is a committee I served on and we were charged with different ways to come up with outreach practices to use as a guide to augment existing programs and increase engagement in the future. The recommendations suggested are

- 1) Develop an optimal design and platform for virtual meetings to make the most of virtual opportunities
- 2) Maintain efforts for in person outreach
- 3) Create effective mechanism for 2-way communication between DOE and the general public
- 4) Support and improve outreach products to engage the public
- 5) Continue seeking ways to improve the DOE SSAB
- 6) Facilitate and support cross site outreach and sharing of ideas

Question/Comment:	Answer:
Roberts: Fran mentioned that we broke into subcommittees and Paducah's CAB were some of the drivers in these	Murphy: I move approval as submitted Smith: Second

<p>subcommittees and we are really proud of that.</p> <p>Alright, we will take this recommendation and contact headquarters.</p>	<p>Fran: All in favor of approving this recommendation signify by saying “Aye”. Any opposed?</p> <p><i>All present both in person and virtually voted Aye, motion passed unanimously 9-0-0</i></p>
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Charge #2- White Paper on DOE 10 Year Strategic Vision:

Murphy: Our recommendations were more of a list of things to do. We talked about communication and recommendations. It is a list of ways that all SSABs can be more efficient.

I don’t think anyone on the committee had actually been at the last Chairs meeting, so we really didn’t have any idea what the charge meant.

Question/Comment:	Answer:
<p>Clayton: One #1, it says make the most of virtual opportunities and on #7 it says that SSAB in person meetings should be prioritized. Do we have a conflict?</p>	<p>Roberts: Yes, we were answering two different questions.</p> <p>Murphy: First what we were saying is that in a world of virtual meetings, we want to make them as useful as possible, but at the same time, strongly encourage people to start having in person meetings again. Each CAB will have it’s own set up, it’s own meeting type and the geographical separation, so we were trying to compromise so that each CAB still had it’s own situational guidelines. There are some CABs where people have to travel half a state to get to the meetings so they had better attendance at virtual meetings that in person. So our recommendations were vague so we can allow for different considerations to be met.</p> <p>Roberts: The first recommendation is that there are difficulties with virtual meetings, so find the BEST way to have them with the most people involvement and the second recommendation is to</p>

<p>Barger: Are these documents in the right format to send them forward as a recommendation?</p>	<p>get back to in person meetings. It feels conflicting, but it really is not. The text of both recommendations are fine, they will be sent out on letterhead and have signature lines as they should be.</p> <p>Murphy: I move approval of the document submitted</p> <p>Caldwell: I'll second</p> <p>Johnson: All in favor of approving this recommendation signify by saying "Aye". Any opposition?</p> <p><i>All present both in person and virtually voted Aye, motion passed unanimously 9-0-0</i></p>
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Charge #3: Revise member appointment Process

This has been a real problem for many CABs, some of them couldn't even have a quorum due to delays in the approval process for new members.

1. The membership review and approval process should include all reasonable activities necessary to prevent lapsed memberships. A lapsed membership is defined as: a membership held by a member in good standing whose term has expired but has not reached the six-year limit.
2. The site manager should be empowered to temporarily extend the terms of lapsed members in good standing or to temporarily appoint other qualified members to replace lapsed members until a new membership package is approved.¹
3. The DOE should publish the review and appointment process and then take feedback from the public and EM SSAB members. The published information should identify which elements are required by the Federal Advisory Committee Act, the General Services Administration, and the EM SSAB charter, and which elements are internal to the DOE, as well as where those DOE policies and procedures can be found.

Question/Comment:	Answer:
	<p>Roberts: Does everyone understand what they are saying in that? The way we are currently set up is that you serve a 2-year term, when your term ends,</p>

¹ For a related authority see the DOE EM SSAB Policies and Procedures Desk Reference (June 2013), Section III.C on "Delegated Authority to the Field for Member Appointments."
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<p>White: When you are talking about the DOE, are you talking about the part here or in Washington?</p> <p>That can take months, correct?</p> <p>Clayton: About halfway down it says “examples of negative effects are attached to this recommendation”. Where are they?</p>	<p>ideally, we ask you if you would like to renew your membership. Previously Jim would have sent you an application and there would have been a gap period between your term date and your new application approval date and you are kind of with us, but not with us. What they are asking for in simple terms is if you are in good standing and wanting to be renewed, they want to give Jennifer the power to renew you on her word while we wait for the paperwork.</p> <p>#2 if your membership has expired and you will no longer be with us and the new membership package has not been approved yet, asking that Jennifer can say, as DDFO, that they could start attending meetings.</p> <p>They are asking DDFO short term authority to appoint or reappoint temporary members over the lapse.</p> <p>This is the DOE in Washington. When you signed up to be on the board, we collect your application, give them to Buz and Jennifer, they agree and send it to headquarters and you serve at the pleasure of William “Ike” White. Once Jennifer gives the thumbs up and it goes to Washington, DC and they weigh in on it. It goes to the DOE, White House liaison.</p> <p>Woodard: That is the point, this way I could appoint and simplify the process. Right now, I can’t, we just wait and wait.</p> <p>Roberts: So, those are being drafted by each site. Bill is working on those for us. We talked about it at our last meeting. As soon as they are in, I will send them out to you.</p>
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<p>I just don't think we need to make a statement until we have those.</p> <p>White: What is the time frame to get this submitted? Is there one?</p> <p>Are we going to submit all of these together or separately?</p>	<p>Roberts: They would like them sooner rather than later, if you would like we can take this up after the first of the year. So, it is strictly up to you. We can vote up or down or choose to wait.</p> <p>There are 8 boards across the country, this would give Kelly and Jennifer to fight with the folks above them to ask for this authority. Portsmouth is caught up in this, they might not have another Board meeting for 4 months while they wait on new member packets to be approved.</p> <p>Murphy: I move approval of the member appointment process as submitted</p> <p>Unknown male voice: second</p> <p>Johnson: All in favor of approving this recommendation signify by saying "Aye". Any opposition?</p> <p><i>All present both in person and virtually voted Aye, motion passed unanimously 9-0-0</i></p>
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Second Reading of Revised Operating Procedures:

Question/Comment:	Answer:
<p>Roberts: The operating procedures are meant to empower you to do work, not be a limiting document that creates a process that makes it harder to do your work. We tried to clear out some of the wording that made things harder so you could get things done. This has gone through headquarters and been reviewed. After this, the second reading, this can be voted on.</p>	

<p>Barger: The important part for us to remember is that it is a working document, and within it are methods to make changes, if after a year, we come across something that isn't working. Sometimes language changes, like diversity. Some CABs were all male and when 2 females were added, they were diverse, but we know in 2021, that is not what diversity means.</p> <p>Johnson: Do we have a motion to accept the Operating Procedures as edited?</p> <p>Murphy: So moved</p> <p>Johnson: Is there a second?</p> <p>Clayton: second</p> <p>Barger: If we edit it, does this become the first reading?</p> <p>Johnson: All in favor of approving this recommendation signify by saying "Aye". Any opposed?</p> <p><i>All present both in person and virtually voted Aye, motion passed unanimously 9-0-0</i></p>	<p>Murphy: One comment, on page 4, under item B Vacancies, "As soon as a vacancy exists..." it seems to me that as we talked about the nomination process, we discussed sending it once a year. Can that wording be changed to "When" rather than "As soon as"?</p> <p>Roberts: I don't think so, as long as we all realize we are voting on it with the edit.</p>
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Public Comments:

**Public comments will be accepted via email prior to and after the meeting.
Comments received by no later than 5:00 p.m. CST on Monday, November 15, 2021**

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will be read aloud during the virtual meeting. Comments will also be accepted after the meeting, by no later than 5:00 p.m. CST on Friday, November 25, 2021. Please submit comments to eric@pgdpcab.org. Please put “Public Comment” in the subject line.

Johnson: Meeting adjourned