

**DRAFT MEETING SUMMARY (v.1)**

*DRAFT - NOT APPROVED BY COMMITTEE*

**HANFORD ADVISORY BOARD  
BUDGETS AND CONTRACTS COMMITTEE**

*April 12, 2001  
Richland, WA*

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*This is only a summary of issues and actions in this meeting. It may not represent the fullness of ideas discussed or opinions given, and should not be used as a substitute for actual public involvement or public comment on any particular topic unless specifically identified as such.*

**Committee Renaming and Leadership Selection**

Gerry Pollet, chair pro-tem of the committee, opened the meeting and made sure all members had received the handouts. Facilitator Susan Wright, EnviroIssues, made an announcement for committee members to submit comments on previous meeting summaries to the facilitation team within one week. Introductions were made, and then Ruth Siguenza, EnviroIssues, summarized the work planning goals to which the day’s agenda was devoted. Mr. Pollet added that an additional challenge for the committee was to evaluate the work priorities in the newly revealed Department of Energy (DOE) fiscal year 2002 budget request. He distributed a draft work plan for the committee that he had independently created.

The facilitation team led the committee through leadership selection and committee renaming. The committee attempted to select leaders through consensus, but ended up voting. Harold Heacock was elected chair and Gerry Pollet was elected vice-chair. The committee renamed itself the Budgets and Contracts Committee.

**Work Planning**

The committee started out with four different lists of issues: “Possible Topics for June Meeting (brainstormed at April 2001 HAB meeting),” “Issues Assignment – Issues that clearly reside in one committee (Attachment 2),” “Cross-cutting Issues Assignment (Attachment 3),” and Gerry Pollet’s “Proposed Finance and Contract Management Committee Work Plan for 2001.” Harold Heacock suggested starting with issues that clearly reside in this committee, then looking at cross-cutting issues and Mr. Pollet’s list. Mr. Heacock reminded the committee that the next Hanford Advisory Board (HAB)

meeting is in June, then there will not be another one until September, so any advice the committee wants to produce regarding the budget or contracts must be addressed by committee week in May.

The committee discussed conceptually how to organize budget and contract issues – by fiscal year or by baseline and contractor? Categorizing by baseline would cover both budget and scope impacts. Bob Rosselli, Department of Energy – Richland Operations Office (DOE-RL), pointed out that DOE-RL manages by baseline on the River Corridor and on the Central Plateau. The Tank Waste Committee’s draft Work Planning Table had been distributed to the Budgets and Contracts committee members; this table organized the Department of Energy – Office of River Protection’s (DOE-ORP) issues by baseline as well. The Budgets and Contracts Committee adopted the Tank Waste Committee’s work plan for the DOE-ORP Bechtel and CHG baselines, adding a few items of its own. Next the committee divided the DOE-RL issues into River Corridor baseline and Central Plateau baseline. Topics other than the four baselines were then identified and work planning details were identified. The attached Work Planning Table displays the results of these efforts.

### **Identification of Topics for Upcoming Meetings**

Next the committee discussed topics it intends to cover at its upcoming meetings meeting, and how much time should be allocated for each topic. Ruth Siguenza explained that the Executive Issues Committee (EIC) has scheduled a conference call for 3:00 pm on Tuesday, April 17<sup>th</sup> and at that time the May committee meeting times will be decided. The committee selected Harold Heacock and Gerry Pollet to be its representatives on the call, noting that Denny Newland would also be on the call, representing the Tank Waste Committee. Mr. Pollet pointed out that committees are not limited to two people on the call.

Topics the committee identified for its upcoming meetings (and time needed for each) are listed below:

- Half-day joint meeting with Tank Waste Committee
  - Bechtel baseline update
  - CHG baseline
  - Budget impacts (FY2002 and FY2003)
- Half-day joint meeting with River and Plateau Committee
  - Budget impacts (FY2002 and FY2003)
  - River Corridor baseline
  - Central Plateau baseline
- Contracts
  - Develop advice
    - Contracts
    - Tank Waste, River and Plateau issues

The committee agreed to request moving committee week to after May 11<sup>th</sup>, which is the date when DOE must submit its budget request to DOE-Headquarters. The

committee would like one day in committee week, to be split as half-day joint meetings with the Tank Waste and River and Plateau committees. The committee will also request one day in the following week to work on advice before the June Board meeting. This second meeting may be joint with the other two committees as well.

Peter Bengston, Pacific Northwest National Laboratory (PNNL), warned the committee that the target day for budget submission is May 11<sup>th</sup>, but it could slip. The committee pointed out that it wants information from the site about priorities, not numbers going to DOE-Headquarters, so that information should be available. Mr. Bengston responded that DOE-Office of River Protection (DOE-ORP) would share what it can.

Harold Heacock ended the meeting by thanking Gerry Pollet for his service as the committee's chair for the past few years.

### **Handouts**

- Hanford Advisory Board Committee Lists, Updated March 20, 2001 for Finance and Contracts Committee
- Finance and Contracts Committee Draft Meeting Agenda, Revised April 10, 2001
- Possible Topics for June Meeting (brainstormed at April 2001 HAB meeting), April 10, 2001
- Issues Assignment – Issues that clearly reside in one committee (Attachment 2), February 20, 2001
- Cross-cutting Issues Assignment (Attachment 3), February 20, 2001
- Key Decision Points for Restructuring Proposal Adopted at April 6, 2001 Board Meeting, April 6, 2001
- Committee Work Planning Table (blank), April 10, 2001
- River and Plateau Committee Work Planning Table – Issue Manager assignments determined at 4/10/01 meeting
- Tank Waste Committee Work Planning Table – Issue Manager assignments determined at 4/10/01 meeting
- Public Involvement and Communication Committee Work Planning Table – Issue Manager assignments determined at 4/10/01 meeting
- Memorandum for Heads of Field Elements from Michael L. Telson, Chief Financial Office, DOE; Subject: FY 2003 Field Budget Call; March 28, 2001
- Proposed Finance and Contract Management Committee Work Plan for 2001 (Draft by Gerry Pollet, including carry forwards from prior workplan); April 12, 2001
- Draft Advice to DOE-HQ, DOE-RL, and DOE-ORP regarding Budget for FY 2002 and 2003 from the Financial and Contracts Management Committee for consideration by the Hanford Advisory Board April 5, 2001, Rev. 2
- Draft Meeting Summary, Financial and Contract Management Committee, March 29, 2001

**Attendees**

**HAB Members and Alternates**

Jim Cochran	Abe Greenberg	Harold Heacock
Charles Kilbury	Jeff Luke	Denny Newland
Maynard Plahuta	Gerry Pollet	Keith Smith
Art Tackett	Dave Watrous	

**Others**

Marla Marvin, DOE-RL	Joy Turner, Ecology	Nancy Myers, BHI
Gail McClure, DOE-RL	Doug Sherwood, EPA	Kim Ballinger, Critique, Inc.
Steve Wiegman, DOE-ORP		Christina Richmond, EnviroIssues
		Ruth Siguenza, EnviroIssues
		Susan Wright, EnviroIssues
		Chris Chamberlain, Nuvotec
		Peter Bengston, PNNL