

# Hanford Advisory Board Draft Advice

**Topic:** Draft Advice on Declining Budget

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**Originating Committee:** Executive Issues

**Version #1: Color:** \_\_pink\_\_yellow\_X\_green\_\_buff\_\_purple\_\_blue\_\_goldenrod

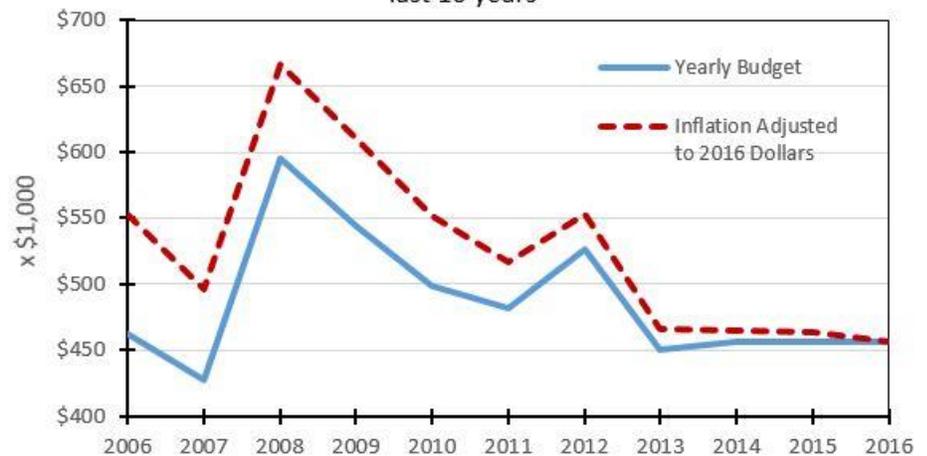
## Background

Since its founding in 1994, the thirty-two seat Hanford Advisory Board (Board) has issued more than 290 pieces of policy-level consensus advice to the Tri-Party Agreement (TPA) agencies on topics related to Hanford Site cleanup. The Board holds that Hanford cleanup decisions need to be informed by stakeholder input and values, which is a key role of the Board.

The current Board budget is woefully inadequate to allow the Board to fulfill its responsibility to provide policy level input on Hanford cleanup decisions and conduct outreach activities to keep the public informed regarding the scope of cleanup. We are troubled that current budgets are inadequate for the Board to convene meetings around the region.

While the Board budget has fluctuated slightly over the past 10 years, the cumulative effects of the ever increasing costs for travel and other services, over the same period, has severely restricted the activities that the Board is able to support. Adjusting the Board budgets, over the past 10 years, to account for the effects of inflation<sup>i</sup>, the actual Board budget in terms of today's dollars has been effectively reduced to historically low levels. Consequently, the Board has reduced the number of Board meetings scheduled for the current fiscal year from five to four and, has been forced to eliminate several Board Committee meetings.

Hanford Advisory Board Budget  
last 10 years



The Board believes there is high value to the Board and the TPA agencies in engaging all voices who have the potential to become informed participants in Hanford cleanup, providing essential public input to inform DOE, EPA, and Ecology in their mission to conduct a safe and effective cleanup. Public discourse also informs the Board as it develops advice for the TPA agencies.

Historically, the Board has held two of its six meetings in locations outside of the Tri-Cities, such as Portland, Seattle, Spokane, Lewiston and Hood River. The Board believes holding meetings around the region honors the intent of the Convening Report<sup>ii</sup> to represent a regional vision, not only through advice and recommendations, but by providing the larger public opportunities to observe the Board at work and to interact directly with Hanford Site decision makers. These regional meetings have provided opportunities for Board members and TPA agency representatives to hear public concerns expressed during scheduled public comment opportunities; and provided information through presentations, materials, and public evening sessions. This level of communication can only be achieved through contact on a personal level that is not possible using various virtual meeting technologies.

To continue to provide well-informed, policy level advice, recommendations and white papers, the Board advises the U.S. Department of Energy to:

**Advice**

- Reinststate a budget that allows the Board to hold a minimum of five full Board meetings per year plus sub-committee meetings as needed.
- Reinststate a travel budget that allows the Board to convene two Board meetings per year in cities other than those immediately adjacent to the Hanford Site.

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<sup>i</sup> U.S. Government CPI (Consumer Price Index) data published on September 16, 2016

<sup>ii</sup> “Convening Report on the Establishment of an Advisory Board to Address Hanford Cleanup Issues”, The Keystone Center, October 1993.

Attachment: HAB Budget Estimate

# HAB FY-2017 Budget Estimate

11/29/2016

## Hanford Advisory Board Activity

	Average Cost per Activity		Yearly Cost			
	Facilitation Cost (\$K)	Travel Costs (\$K)	Number per year	Facilitation Cost (\$K)	Travel Costs (\$K)	Subtotal (\$K)
<b>HAB Board Meetings - In TriCities.</b> Includes: meeting agenda development, EIC calls, materials preparation & copying, hotel coordination, travel, meeting room rental, audio, setup, meeting facilitation, note taking, and generating detailed meeting summaries.	30.0	5.0	3	90.0	15.0	105.0
<b>Area HAB Board Meeting*</b> - Outside of Tri-Cities. Includes: meeting agenda development, EIC calls, materials preparation & copying, hotel coordination, travel to non-Tri-Cities location. meeting room rental, audio, setup, meeting facilitation, note taking, and generating detailed meeting minutes.	32.0	20.0	2	64.0	40.0	104.0
<b>Committee Week Meetings</b> - Assumes all in Tri-Cities in a no room rental cost location. Includes: meeting agenda development, committee calls, materials preparation & copying, hotel coordination, travel, room setup, meeting facilitation, note taking, and generating detailed meeting summaries.	20.0	2.5	10	200.0	25.0	225.0
<b>Committee Of The Whole</b> - Includes: meeting agenda development, committee calls, materials preparation & copying, hotel coordination, travel, room setup, meeting facilitation, note taking, and generating detailed meeting summaries.	20.0	2.5	1	20.0	2.5	22.5
<b>Leadership Retreat</b> - Includes 2-day facilitated EIC meeting in a Tri-Cities no room rental cost location, meeting agenda development, EIC calls, materials preparation & copying, hotel coordination, travel, setup, meeting facilitation, and documenting meeting agreements and results.	20.0	2.5	1	20.0	2.5	22.5
<b>Leadership Meeting Attendance*</b> - Includes travel costs for Chair & Vice-chair attendance at SSAB Leadership Meetings.		5.0	2		10.0	10.0
<b>National Liaison Conference Attendance*</b> - Includes National Liaison meeting attendance fees and travel costs.		5.0	1		5.0	5.0
<b>Facilitation Support</b> (monthly) - Includes local office operation and rental, Board advice and document preparation, HAB material storage, maintance of Web and SharePoint sites, meeting and daily support.	8.0		12	96.0		96.0

\* varies by location

**Total** \$590.0