

APPENDIX 4

REQUEST FOR BOARD ACTION BY A BOARD MEMBER

Requester: Daniel J. Santos June 1, 2017

Brief description of Requested Action: Request Board approval of the following:

1. Establish a new DNFSB Administrative Unit designated as the Office of the Executive Secretary.
2. Task the Board’s Chairman to stand-up and implement this new administrative unit and incorporate the functions and structure described in Attachment 1 within 120 days of approval of this action.
3. Task the Office of the General Manager to submit, within 60 days of approval of this action, a revised staffing plan for Board approval to be consistent with this action.

Justification: Having reviewed staff’s deliverable to Board Action (Doc#2017-300-032 – Exploring improved efficiency and effectiveness of Board Interactions), I conclude that an effective and efficient manner to implement several of the staff’s recommendations and to help centralize, coordinate, and sustain the various ongoing and planned internal improvement initiatives is for the Board to establish a new administrative unit that integrates and manages all agency matters that require interaction with the Board and among all members of the Board. Most of the resources for this new administrative unit already exist in other administrative units. This proposal is not expected to add to existing agency overhead.

Attachments (init) n/a (included clean version of any proposed document or modified document)

Summarize any time sensitive considerations:

Requestor signature signature on file June 1, 2017

Assistant Executive secretary signature on file June 1, 2017

	APRVD	DISAPRVD	ABSTAIN	NOT PARTICPATING	COMMENT	DATE
Joyce L. Connery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Jessie H. Roberson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Sean Sullivan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Daniel J. Santos	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Bruce Hamilton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

Final Disposition Summary

Executive Secretary signature _____ Click here to enter a date.

AFFIRMATION OF BOARD VOTING RECORD

**SUBJECT: RFBA by Board Member Daniel J. Santos to Establish a New DNFSB
Administrative Unit**

Doc Control#2017-300-073

The Board, with Board Member(s) Jessie H. Roberson, Daniel J. Santos *approving*, Board Member(s) Sean Sullivan, Bruce Hamilton *disapproving*, Board Member(s) Joyce L. Connery *abstaining*, and Board Member(s) none *not participating*, have voted to disapprove the above document on June 2, 2017.

The votes were recorded as:

	APRVD	DISAPRVD	ABSTAIN	NOT PARTICIPATING*	COMMENT	DATE
Sean Sullivan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	06/01/17
Bruce Hamilton	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	06/01/17
Jessie H. Roberson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	06/02/17
Daniel J. Santos	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	06/02/17
Joyce L. Connery	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	06/02/17

*Reason for Not Participating:

This Record contains a summary of voting on this matter together with the individual vote sheets, views and comments of the Board Members.


Assistant Executive Secretary to the Board

Attachments:

1. Voting Summary
2. Board Member Vote Sheets

cc: Board Members
OGC
OGM Records Officer
OTD

DEFENSE NUCLEAR FACILITIES SAFETY BOARD

NOTATIONAL VOTE RESPONSE SHEET

FROM: Sean Sullivan

SUBJECT: RFBA by Board Member Daniel J. Santos to Establish a New DNFSB
Administrative Unit

Doc Control#2017-300-073

Approved _____ Disapproved X Abstain _____

Recusal – Not Participating _____

COMMENTS: Below _____ Attached _____ None X



Sean Sullivan

6/1/17

Date

DEFENSE NUCLEAR FACILITIES SAFETY BOARD
NOTATIONAL VOTE RESPONSE SHEET

FROM: Bruce Hamilton

SUBJECT: RFBA by Board Member Daniel J. Santos to Establish a New DNSFB
Administrative Unit

Doc Control#2017-300-073

Approved _____ Disapproved X Abstain _____

Recusal – Not Participating _____

COMMENTS: Below X Attached _____ None _____

This proposal contains many good suggestions for improving front office functions. That notwithstanding, a better path is to allow the Chairman the flexibility to manage front office optimization when the time is ripe, which is probably not at present.

I therefore disapprove.


Bruce Hamilton

1 JUNE 2017
Date

DEFENSE NUCLEAR FACILITIES SAFETY BOARD
NOTATIONAL VOTE RESPONSE SHEET

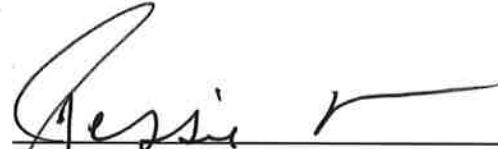
FROM: Jessie H. Roberson

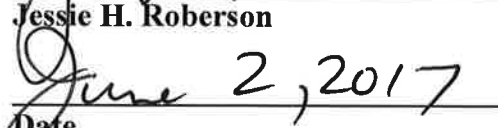
SUBJECT: RFBA by Board Member Daniel J. Santos to Establish a New DNFSB
Administrative Unit

Doc Control#2017-300-073

Approved ~~_____~~ Disapproved _____ Abstain _____
Recusal - Not Participating _____

COMMENTS: Below _____ Attached _____ None ~~_____~~



Jessie H. Roberson


Date

Cameron Shelton

From: Daniel J. Santos
Sent: Friday, June 02, 2017 3:14 PM
To: Cameron Shelton; Shelby Qualls
Subject: RE: Notational Vote Doc#2017-300-073, RFBA by Board Member Daniel J. Santos to Establish a New DNFSB Administrative Unit - BLUE FOLDER

Approved.

From: Cameron Shelton
Sent: Thursday, June 01, 2017 3:16 PM
To: Bruce Hamilton [REDACTED]; Daniel J. Santos [REDACTED]; Jessie Roberson [REDACTED]; Joyce Connery [REDACTED]; Sean Sullivan [REDACTED]
Cc: Glenn Sklar [REDACTED]; Katherine Herrera [REDACTED]; James Biggins [REDACTED]; Richard Reback [REDACTED]; Steven Stokes [REDACTED]; Richard Tontodonato [REDACTED]; ExSec [REDACTED]; Adam Poloski [REDACTED]; Chris Roscetti [REDACTED]; John Pasko [REDACTED]; Timothy Dwyer [REDACTED]; Matt Forsbacka [REDACTED]
Subject: Notational Vote Doc#2017-300-073, RFBA by Board Member Daniel J. Santos to Establish a New DNFSB Administrative Unit - BLUE FOLDER

This email is an electronic record of Notational Vote. Voting ballot will follow shortly. Also, accepting electronic votes.

**DEFENSE NUCLEAR FACILITIES SAFETY BOARD
NOTATIONAL VOTE RESPONSE SHEET**

FROM: Members of the Board
SUBJECT: RFBA by Board Member Daniel J. Santos to Establish a New DNFSB Administrative Unit

DOC# 2017-300-073

Office Directors are copied and should provide input, if applicable.

Approved _____
Disapproved _____
Abstain _____
Recusal – Not Participating _____

COMMENTS:

Below _____
Attached _____
None _____

Cameron Shelton
Assistant Executive Secretary
Office of the Chairman

DEFENSE NUCLEAR FACILITIES SAFETY BOARD
NOTATIONAL VOTE RESPONSE SHEET

FROM: Joyce L. Connery

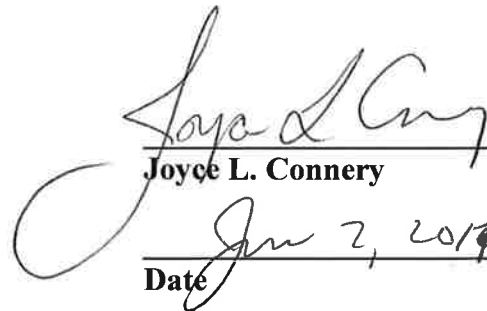
SUBJECT: RFBA by Board Member Daniel J. Santos to Establish a New DNFSB
Administrative Unit

Doc Control #2017-300-073

Approved _____ Disapproved _____ Abstain _____
Recusal - Not Participating _____

COMMENTS: Below Attached _____ None _____

*I am abstaining - would like more
clarity on the inputs on O&M and
the value/risk of moving items such
as internal controls and EEO close
to the Board*



Joyce L. Connery

Date *Jan 2, 2018*