

APPENDIX 4

REQUEST FOR BOARD ACTION BY A BOARD MEMBER

Requester: Board Member Bruce Hamilton

July 1, 2016

Brief description of Requested Action: I request that the Board approve the attached revision to the Board Procedures, effective immediately. Approval of this request includes direction to the General Manager to incorporate this revision and publish the revised Board Procedures.

Justification: This formally establishes the administrative units referenced in 42 U.S.C. § 2286.(c)(2)(B).

Attachments (init) JBH (included clean version of any proposed document or modified document)

Summarize any time sensitive considerations: None.

Requestor signature Bruce Hamilton July 6, 2016

Assistant Executive secretary A. Phillip Qualls July 6, 2016

	APRVD	DISAPRVD	ABSTAIN	NOT PARTICIPATING	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.](#)

Attachment to Request for Board Action dated July 1, 2016

New section 1.5 is added as follows:

1.5 Agency Organization.

- A. In accordance with 42 U.S.C. § 2286.(c)(2)(B), the Board has established the following administrative units:
- 1) Office of the General Manager;
 - 2) Office of the General Counsel; and
 - 3) Office of the Technical Director.

The Table of Contents shall be amended to show this new section.

Shelby Qualls

From: Mark Welch
Sent: Thursday, July 07, 2016 10:05 AM
To: Shelby Qualls; James Biggins; Steven Stokes; Katherine Herrera; Bruce Hamilton; Daniel J. Santos; Jessie Roberson; Joyce Connery; Sean Sullivan
Cc: Nora Khalil
Subject: RE: Doc#2016-300-022, Request for Board Action by Board Member Bruce Hamilton, Administrative Units in Board Procedures

There would be no meaningful impact to the OGM work plan resulting from this RFBA.

From: Shelby Qualls
Sent: Wednesday, July 06, 2016 11:03 AM
To: Mark Welch <[REDACTED]>; James Biggins <[REDACTED]>; Steven Stokes <[REDACTED]>; Katherine Herrera <[REDACTED]>; Bruce Hamilton <[REDACTED]>; Daniel J. Santos <[REDACTED]>; Jessie Roberson <[REDACTED]>; Joyce Connery <[REDACTED]>; Sean Sullivan <[REDACTED]>
Cc: Lotus Smith <[REDACTED]>; Nora Khalil <[REDACTED]>; Shelby Qualls <[REDACTED]>
Subject: Doc#2016-300-022, Request for Board Action by Board Member Bruce Hamilton, Administrative Units in Board Procedures
Importance: High

TO: Office Directors/Board Members
FROM: Assistant Executive Secretary
SUBJECT: Request for Board Action by Board Member Bruce Hamilton, Administrative Units in Board Procedures

Doc Control#: 2016-300-022

Please be advised that Board Member Bruce Hamilton is proposing the attached Request for Board Action. This request involves staff tasking before the Board.

IAW Board Procedures, Section 3.3 D. 2.

The applicable Office Director will produce an assessment of the impact on the approved annual work plan and summarize it on the Request for Board Action by a Board Member form;

After assessments from Office Directors' have been submitted, *IAW Board Procedures, Section 3.3 D. 3a* the Executive Secretary shall provide a copy of the completed Request for Board Action by a Board Member form with any Office Director assessments to each Board Member. Board Members shall register their vote within one (1) business day of receipt of the completed Request for Board Action by a Board Member;

Office Directors, please respond to this email with your assessments.

Shelby Qualls
Assistant Executive Secretary
Office of the Chairman

Shelby Qualls

From: James Biggins
Sent: Thursday, July 07, 2016 11:57 AM
To: Shelby Qualls; Mark Welch; Steven Stokes; Katherine Herrera; Bruce Hamilton; Daniel J. Santos; Jessie Roberson; Joyce Connery; Sean Sullivan
Cc: Lotus Smith; Nora Khalil
Subject: RE: Doc#2016-300-022, Request for Board Action by Board Member Bruce Hamilton, Administrative Units in Board Procedures

There are no legal issues with the proposed RFBA.

The proposal does not impact OGC planned work activities.

-Jim

From: Shelby Qualls
Sent: Wednesday, July 06, 2016 11:03 AM
To: Mark Welch <[REDACTED]>; James Biggins <[REDACTED]>; Steven Stokes <[REDACTED]>; Katherine Herrera <[REDACTED]>; Bruce Hamilton <[REDACTED]>; Daniel J. Santos <[REDACTED]>; Jessie Roberson <[REDACTED]>; Joyce Connery <[REDACTED]>; Sean Sullivan <[REDACTED]>
Cc: Lotus Smith <[REDACTED]>; Nora Khalil <[REDACTED]>; Shelby Qualls <[REDACTED]>
Subject: Doc#2016-300-022, Request for Board Action by Board Member Bruce Hamilton, Administrative Units in Board Procedures
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TO: Office Directors/Board Members
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Office Directors, please respond to this email with your assessments.

Shelby Qualls

From: Steven Stokes
Sent: Thursday, July 07, 2016 10:16 AM
To: Shelby Qualls; Mark Welch; James Biggins; Katherine Herrera; Bruce Hamilton; Daniel J. Santos; Jessie Roberson; Joyce Connery; Sean Sullivan
Cc: Lotus Smith; Nora Khalil
Subject: RE: Doc#2016-300-022, Request for Board Action by Board Member Bruce Hamilton, Administrative Units in Board Procedures

There are no technical issues with this request.

Steven A. Stokes
Technical Director
Defense Nuclear Facilities Safety Board
202-694-7143 (office)
202-731-5547 (cell)
202-208-6518 (fax)

From: Shelby Qualls
Sent: Wednesday, July 06, 2016 11:03 AM
To: Mark Welch <[REDACTED]>; James Biggins <[REDACTED]>; Steven Stokes <[REDACTED]>; Katherine Herrera <[REDACTED]>; Bruce Hamilton <[REDACTED]>; Daniel J. Santos <[REDACTED]>; Jessie Roberson <[REDACTED]>; Joyce Connery <[REDACTED]>; Sean Sullivan <[REDACTED]>
Cc: Lotus Smith <[REDACTED]>; Nora Khalil <[REDACTED]>; Shelby Qualls <[REDACTED]>
Subject: Doc#2016-300-022, Request for Board Action by Board Member Bruce Hamilton, Administrative Units in Board Procedures
Importance: High

TO: Office Directors/Board Members
FROM: Assistant Executive Secretary
SUBJECT: Request for Board Action by Board Member Bruce Hamilton, Administrative Units in Board Procedures

Doc Control#: 2016-300-022

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AFFIRMATION OF BOARD VOTING RECORD

**SUBJECT: Request for Board Action by Board Member Bruce Hamilton,
Administrative Units in Board Procedures**

Doc Control#2016-300-022


The Board, with Board Member(s) Joyce L. Connery, Jessie H. Roberson, Sean Sullivan, Daniel J. Santos, Bruce Hamilton *approving*, Board Member(s) none *disapproving*, Board Member(s) none *abstaining*, and Board Member(s) none *recusing*, have voted to approve the above document on July 11, 2016.

The votes were recorded as:

	APRVD	DISAPRVD	ABSTAIN	NOT PARTICIPATING*	COMMENT	DATE
Joyce L. Connery	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	07/11/16
Jessie H. Roberson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	07/11/16
Sean Sullivan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	07/07/16
Daniel J. Santos	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	07/11/16
Bruce Hamilton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	07/07/16

*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.



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: Joyce L. Connery

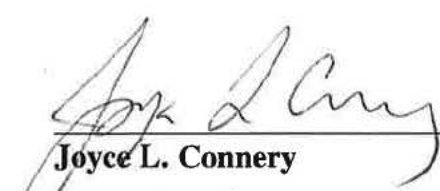
SUBJECT: Request for Board Action by Board Member Bruce Hamilton,
Administrative Units in Board Procedures

Doc Control#2016-300-022

Approved **Disapproved** _____ **Abstain** _____

Recusal - Not Participating _____

COMMENTS: **Below** _____ **Attached** _____ **None**



Joyce L. Connery

Date July 11, 2016

DEFENSE NUCLEAR FACILITIES SAFETY BOARD
NOTATIONAL VOTE RESPONSE SHEET

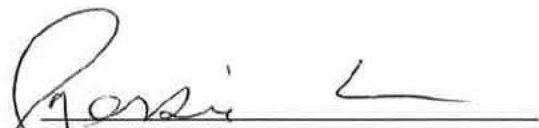
FROM: **Jessie H. Roberson**

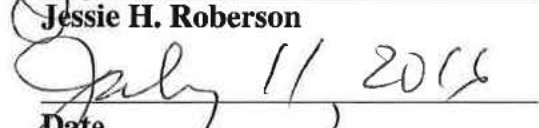
SUBJECT: **Request for Board Action by Board Member Bruce Hamilton,**
 Administrative Units in Board Procedures

Doc Control#2016-300-022

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

COMMENTS: **Below** _____ **Attached** _____ **None**



Jessie H. Roberson


Date

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

FROM: Sean Sullivan


SUBJECT: Request for Board Action by Board Member Bruce Hamilton,
Administrative Units in Board Procedures

Doc Control#2016-300-022

Approved **Disapproved** _____ **Abstain** _____

Recusal – Not Participating _____

COMMENTS: **Below** _____ **Attached** _____ **None**



Sean Sullivan
 7/7/16

Date

Shelby Qualls

From: Daniel J. Santos
Sent: Monday, July 11, 2016 9:57 AM
To: Shelby Qualls; Lotus Smith
Subject: RE: Notational Vote Doc#2016-300-022, Request for Board Action by Board Member Bruce Hamilton, Administrative Units in Board Procedures - BLUE FOLDER

Approved without comments.

From: Shelby Qualls
Sent: Thursday, July 07, 2016 2:57 PM
To: Mark Welch <[REDACTED]>; James Biggins <[REDACTED]>; Neysa Slater-Chandler <[REDACTED]>; Steven Stokes <[REDACTED]>; Katherine Herrera <[REDACTED]>; Nora Khalil <[REDACTED]>; Bruce Hamilton <[REDACTED]>; Daniel J. Santos <[REDACTED]>; Jessie Roberson <[REDACTED]>; Joyce Connery <[REDACTED]>; Sean Sullivan <[REDACTED]>
Cc: Lotus Smith <[REDACTED]>; Shelby Qualls <[REDACTED]>
Subject: Notational Vote Doc#2016-300-022, Request for Board Action by Board Member Bruce Hamilton, Administrative Units in Board Procedures - 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: Request for Board Action by Board Member Bruce Hamilton, Administrative Units in Board Procedures

DOC #2016-300-022

Office Directors have provided their input.

Approved _____
Disapproved _____
Abstain _____
Recusal – Not Participating _____

COMMENTS:
Below _____
Attached _____
None _____

Shelby Qualls
Assistant Executive Secretary
Office of the Chairman

DEFENSE NUCLEAR FACILITIES SAFETY BOARD
NOTATIONAL VOTE RESPONSE SHEET

FROM: Bruce Hamilton

SUBJECT: Request for Board Action by Board Member Bruce Hamilton,
Administrative Units in Board Procedures

Doc Control#2016-300-022

Approved Disapproved Abstain

Recusal - Not Participating

COMMENTS: Below Attached None



Bruce Hamilton

7 JULY 2016

Date