



Nevada Site Specific Advisory Board (NSSAB)

Membership Committee

**Sahara Business Center
1810 E. Sahara, Las Vegas, NV
3 p.m. – January 27, 2014**

Members Present: Kathy Bienenstein, Donna Hruska,
Janice Keiserman, Michael Moore

Members Absent: Arthur Goldsmith

U.S. Dept. of Energy (DOE): Kelly Snyder – Deputy Designated Federal Officer (DDFO)

NSSAB Administrator: Barbara Ulmer

Welcome

Donna Hruska, Membership Committee chair, welcomed everyone.

Student Liaison Update

Chair Hruska reported she spoke to Matthew Hodapp, student liaison, during the NSSAB tour of the Nevada National Security Site on January 22. Student Liaison Hodapp has requested a DOE speaker for an upcoming science assembly at The Meadows School, and he will be getting back to the NSSAB Office with potential dates. Student Liaison Hodapp is working on his student project to present to the student body during this assembly. NSSAB Office will let Membership Committee know when a date has been selected.

Membership Recruitment

- a. Timeline** – Kelly Snyder, DDFO, reviewed a proposed timeline for the FY 2014 Membership Drive. The Membership Committee tentatively selected April 7 and 8, 2014, for conducting interviews with a committee meeting after the interviews on April 8th to prepare a recommendation on a FY 2014 NSSAB Membership Slate of Candidates.
- b. Balance Plan** – Ms. Snyder reviewed the Balance Plan for Nevada that was submitted to Environmental Management Headquarters. The Balance Plan is based on census numbers for Nye and Clark Counties in regard to gender and race. The goal is to recruit six - eleven new members. Based on the current makeup of the Board, the Nevada Field Office is striving to achieve balance on the NSSAB by targeting rural residents, females, and Hispanics during the upcoming Membership Drive. Barbara Ulmer, NSSAB Administrator, reviewed a number of contacts (i.e. Latin Chamber of Commerce, Hispanic American Partnership Inc., Southern Nevada Hispanic Program, Diversity Council at the Nevada Field Office) made to date by the NSSAB Office in an effort to increase the number of Hispanic applications received during the membership drive

- c. **Print Ad** – The Membership Committee made suggestions for enhancements to a print ad that will be used for mailers, posters, and newspaper ads.
- d. **Recruitment Outreach** – The Membership Committee recommended the following recruitment outreach:
 - Posters at the casinos in Pahrump, Beatty, Amargosa, and Indian Springs
 - Postcards to the following communities: Alamo, Hiko, Panaca, Pioche, Rachel, Amargosa Valley, Beatty Caliente, Tonopah, and Goldfield, Nevada
 - Billboard and digital billboard in Pahrump
 - Newspaper ads in Las Vegas Review Journal and El Tiempo
 - News Releases, public service announcements and GovDelivery emails
- e. **Road Show** – The NSSAB Office to email the briefing developed during the FY 2012 Membership Drive to the Membership Committee. Committee members were asked to contact the NSSAB Office if they are interested in making a presentation to any organizations that they are a member.

Additional NSSAB Meetings

At the November 20th Full Board meeting, Ms. Snyder noted that the NSSAB expressed interest in additional meetings/educational sessions/workshops in the future. Ms. Snyder briefed senior management in regard to the additional meetings/educational sessions/workshops, and DOE and contractor resources are available for this request. There were discussions in regard to the additional costs and changing the attendance requirements in the middle of a fiscal year as NSSAB Members voted upon the number of meetings for FY 2014 at its September 2013 Full Board meeting. Ms. Snyder informed the committee that the additional meetings/educational sessions/workshops would require a Federal Register Notice. DOE will support the NSSAB in this effort, but requested further input from the Membership Committee.

The consensus of the Membership Committee is that the FY 2014 Work Plan and the schedule of meetings were voted on at the September 2013 Full Board meeting and additional meetings, unless necessary, should not be planned for this fiscal year. Additional or longer educational sessions before regularly scheduled Full Board meetings would be acceptable for FY 2014. During the interview process, potential members would need to be informed that the NSSAB could meet from six to twelve times per year and educational sessions are not required for attendance purposes. During future Work Plan development sessions, ancillary and educational topics also need to be discussed and decided upon with dates. The NSSAB will be informed of the Membership Committees' decision at its next Full Board meeting on February 19, 2014.

Other Business

There was nothing to report.

Next Committee Meeting

The next meeting will be for the interviews of potential members in April, unless Student Liaison Hodapp schedules his student project sooner.

Meeting adjourned at 4:58 p.m.