



# ***Nevada Site Specific Advisory Board (NSSAB)***

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## **Membership Committee Meeting**

**Sahara Business Center  
1810 E. Sahara, Las Vegas, NV  
Tuesday, December 8, 2015**

Members Present: Michael D'Alessio (phone), Donna Hruska, Janice Keiserman (Membership Committee Chair), Steve Rosenbaum, Edward Rosemark, Bill Sears, Cecilia Flores Snyder

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

NSSAB Administrator: Barbara Ulmer

### Welcome

Janice Keiserman, Membership Committee chair, welcomed everyone.

### Nevada Field Office's (NFO) perspective on student involvement

During the fall Environmental Management (EM) Site-Specific Advisory Board (SSAB) National Chairs' meeting, DDFO Kelly Snyder reported that EM Headquarters (HQs) provided the following direction/best practices for a student involvement program:

- NSSAB needs to determine the objectives for the program and how it benefits the Board.
- Program needs to be administered by the NSSAB Office. The NSSAB cannot supervise or administer independently, but can provide support to the program.
- NSSAB cannot enter into a formal agreement with a school/university.
- Program should not detract from the mission of the NSSAB to provide recommendations to the NFO.
- NSSAB can be a mentor for the program, but due to liability issues, may not provide transportation or meet with students alone who are minors.
- Current internships are currently used successfully at other SSABs. Interns could be given NSSAB responsibilities as part of their job description. National Security Technologies, contractor at the Nevada National Security Site (NNSS), does have interns, but they are focused on National Nuclear Security Administration mission activities.

DDFO Snyder explained that EM Senior Management supports the NSSAB pursuing a student involvement program, but based on past experiences would like the Board to focus on college students as the NFO's Operation Clean Desert curriculum already focuses on outreach for non-college students.

## Student involvement updates

Chair Janice Keiserman noted that she contacted a professor of history at the University of Nevada, Las Vegas (UNLV) who put her in touch with another UNLV Professor of Environmental and Western History who has recently written a book on the environmental history of atomic testing that will be published soon. In writing this book, the professor utilized college students to assist him in the research; therefore these students have a background knowledge of the NNSS.

## Path forward for student involvement position

After lengthy dialogue, the committee requested that Chair Keiserman set up an appointment in January 2016 with the NSSAB Office, herself, and the UNLV professor to discuss structuring a student involvement program that outlines the objectives, responsibilities and benefits to both the NSSAB and the student(s).

## Membership recruitment

- Timeline:  
DDFO Snyder stated that the NSSAB conducts a membership recruitment drive every two years. Members appointed begin their terms on October 1, 2016. A timeline for the membership drive was provided for committee review. Applications for membership are currently available and due to the NSSAB Office no later than March 31, 2016. An advertising campaign will concentrate on the entire month of March 2016. The Membership Committee was encouraged to mark their calendars for April 4 – 7, 2016, to conduct interviews (one day in Las Vegas and one day in a rural community). The NSSAB recommendation on a FY 2016 NSSAB Membership Slate of Candidates is due no later than the May 18, 2016 Full Board meeting, and the membership package is due to EM HQs by May 23, 2016.
- Recruitment Plan:  
DDFO Snyder explained that the goal for the membership drive is to recruit members that reflect the current census demographics for the Clark and Nye Counties. Based on the current makeup of the Board, EM Senior Management has asked that the focus for the membership drive is to strive toward a balanced Board by targeting females and rural residents from the communities surrounding the NNSS. The last membership drive also focused on increasing Hispanic membership, and will continue to be an item for the current drive. The current membership is 15 members including two members reaching their term limits on September 30, 2016. The goal is to recruit seven – nine new members.
- Advertising:  
DDFO Snyder provided a list of advertising that was utilized in the 2014 membership drive. Committee members provided direction on which advertising to utilize in the upcoming drive and which items to discontinue. Committee members provided the NSSAB Office with additional ideas for advertising, and members are encouraged to provide other ideas by email.

## Other business

There was no other business.

## Schedule next meeting

The next Membership Committee meeting will be scheduled after meeting in January 2016 with the UNLV professor regarding the student involvement program.

Meeting was adjourned at 4:50 p.m.