



Nevada Site Specific Advisory Board (NSSAB)

Community Analysis Committee Meeting

**Navarro Corporate Office
2445 Fire Mesa Drive, Las Vegas, NV
Wednesday, November 29, 2017**

Members Present: Amina Anderson (by phone), Frank Bonesteel, Anthony Graham (UNLV Student Intern), Edward Rosemark, Cecilia Flores Snyder (by phone), Dick Stephans, Dick Twiddy

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

NSSAB Administrator: Barbara Ulmer

Welcome

DDFO Kelly Snyder welcomed everyone to the first meeting of the Community Analysis Committee for work plan item #7.

Election of Committee Chair

Member Dick Stephans volunteered to be the committee chair, and the decision by the committee was unanimous. Chair Stephans may appoint a committee vice-chair if needed.

Objectives

DDFO Snyder stated that DOE's objective with this work plan item is for the NSSAB to provide a recommendation to DOE on Environmental Management (EM) activities that their communities are concerned with and would like more information. This would be accomplished by NSSAB members pulsing fellow community citizens. Using this feedback, the EM Nevada Program may focus its resources for outreach on those areas/topics.

For the committee's review and to facilitate discussion, Chair Stephans noted that committee members received by email a proposed community analysis plan for Boulder City and a questionnaire that he drafted that includes DDFO Snyder's input. Included in his plan, Chair Stephans informed the committee that he drafted an informal letter to the editor as a majority of his community is not familiar with the activities at the Nevada National Security Site (NNSS). The one-on-one interactions with community members resulting from the letter to the editor would provide a valuable opportunity for each NSSAB member to interact with their community and provide and gather information and answer questions regarding EM activities at the NNSS. The committee debated on the merits of this letter to the editor be flexible or consistent within each community. After discussion, the committee decided that each committee member would use Chair Stephans' letter to the editor as a template and modify based on their community as each has its own resources: chambers of commerce, fire stations, senior centers, rec centers, libraries, post offices, etc. **ACTION ITEM:** This letter to the editor is due to the NSSAB Office by each committee member for their respective community no later than Wednesday, December 6, 2017.

Member Edward Rosemark initiated discussion on mailing flyers to his community and getting sponsors to provide incentives to the community for filling out the survey/questionnaire. DDFO Snyder responded that flyers/posters and copies can be provided by DOE, although there is no planned budget for mailers or incentives. The survey/questionnaire may not be DOE-sponsored as it cannot be endorsed by one or more organizations, but it can be NSSAB-sponsored. The EM Nevada Program has a subscription to SurveyMonkey.com to collect and compile surveys/questionnaires electronically. Any surveys/questionnaires not conducted electrically will be the responsibility of each committee member to compile using a provided consolidation form.

The committee discussed the draft survey/questionnaire designed by Chair Stephans and DDFO Snyder. As it may be challenging to get a representative sample of each community, DDFO Snyder commented on the importance of each committee member pulsing a diverse cross-section of their community, including people from outside their circles. Student Intern Anthony Graham added that he would prefer that the survey/questionnaire be structured in a manner to get quantitative results. DDFO Snyder cautioned that the questions need to be crafted in a manner that it does not force a respondent to rank EM activities. Member Dick Twiddy requested that Student Intern Graham revise the draft survey/questionnaire based on committee comments, and he agreed. An optional section for demographics, such as age groups and community name, useful for decision-making will be added to the survey/questionnaire.

ACTION ITEM: A revised survey/questionnaire is due by Student Intern Graham to the NSSAB Office no later than Wednesday, December 6, 2017.

Chair Stephans encouraged committee members to submit any relevant questions to the EM Nevada Program for answers before their one-on-one sessions with the community. Included in the NSSAB Orientation binder, there are a number of fact sheets on EM activities to assist committee members in answering questions. In addition to Mesquite, Member Richard Twiddy volunteered to cover the tribal, Moapa, and Bunkerville communities. DDFO Snyder recommended that the committee look for other gaps in other communities that are not covered, such as Tonopah, NV. One option would be to contact a former NSSAB member to cover the community of Tonopah. It was suggested that Member Mike Anderson be contacted to cover the community of Goldfield, NV.

Path Forward

Proposed letters to the editor for each community will be reviewed by Chair Stephans. Comments by each committee member on the revised survey/questionnaire will be requested before the next committee meeting. The committee to schedule another meeting to review and have final discussion on the survey/questionnaire and the proposed plan before the next Full Board meeting. Chair Stephans will present the draft plan to the Full Board on January 17, 2018, in order for the Full Board to develop a recommendation in regard to this work plan item. Once the plan is endorsed by the Full Board, the EM Nevada Program will provide final approval. Final results from the community analysis are due in a formal recommendation to DOE by the July 18, 2018 Full Board meeting.

Other Business

There was no other business.

Determine Need/Schedule Next Meeting

The next Community Analysis Committee meeting will be held on Monday, January 8, 2018 from 10:00 a.m. – noon. The NSSAB Office will check if the Frank H. Rogers Auditorium (location confirmed after meeting) is available on that date and notify the committee.

Meeting was adjourned at 2:40 p.m.