

APPENDIX 4

REQUEST FOR BOARD ACTION BY A BOARD MEMBER

Requester: Daniel J. Santos February 28, 2017

Brief description of Requested Action: Board approval to request the Technical Director to add a collateral work task to a senior member (DN-IV and above) of the technical staff to provide technical assistance services to all members of the Board commencing on April 3, 2017. This task should be rotated among senior members of the technical staff every 6 months. The technical assistance services should include but are not limited to:

- Collection and coordination of individual Board Members technical inquiries and associated responses.
- Management of individual Board Members request for information to DOE and other stakeholders.
- Ensure all Board Members are provided the technical information provided to an individual Board Member.
- Provide bi-weekly briefings of prioritized technical work activities, schedules, and products across all Office of the Technical Director groups if requested by individual Board Members.
- Coordinate follow-up actions on DOE ORPS reports on items of interest to individual Board Members.
- Provide real-time notice of changes to Defense Nuclear Facilities status (e.g., work pauses, shutdowns, re-starts, incidents, off-nominal operations)

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

Summarize any time sensitive considerations:

Requestor signature signature on file February 28, 2017

Assistant Executive secretary signature on file February 28, 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 Tasking OTD to Provide Technical Assistance to All Board Members Commencing April 3, 2017

Doc Control#2017-300-039

The Board, with Board Member(s) Daniel J. Santos *approving*, Board Member(s) Sean Sullivan, Bruce Hamilton, Joyce L. Connery *disapproving*, Board Member(s) none *abstaining*, and Board Member(s) Jessie H. Roberson *not participating*, have voted to approve the above document on March 7, 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"/>	03/03/17
Bruce Hamilton	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	03/03/17
Jessie H. Roberson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	03/07/17
Daniel J. Santos	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	03/06/17
Joyce L. Connery	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	03/03/17

*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 Tasking OTD to Provide Technical Assistance to All Board Members Commencing April 3, 2017

Doc Control#2017-300-039

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

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



Sean Sullivan
 3/3/17

Date

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

FROM: Bruce Hamilton

**SUBJECT: RFBA by Board Member Daniel J. Santos Tasking OTD to Provide
Technical Assistance to All Board Members Commencing April 3, 2017**

Doc Control#2017-300-039

Approved _____ Disapproved X Abstain _____
Recusal – Not Participating _____

COMMENTS: Below X Attached _____ None _____

The technical assistance being requested is already available to a sufficient degree through the existing organization and practices. This RFBA proposes a solution for which there is no significant problem.

Further, the Board is staffed with talented and experienced SES leaders. It is *their* responsibility to ensure that the OTD is structured, trained and responsive in providing support needed by individual Board Members. While it is certainly within the authority of the Board to direct this action, it is generally not wise to micromanage the staff to the degree envisioned herein. Doing so would not only disrupt OTD leaders' plans and activities, but it would also erode those leaders' responsibility for directing the staff and their accountability for results. A preferred alternative would be to convey any shortcomings in the current system to OTD leadership and let *them* devise and implement organization and procedural improvements, but that is not what this RFBA proposes.

I therefore disapprove.


Bruce Hamilton

3 MARCH 2017

Date

DEFENSE NUCLEAR FACILITIES SAFETY BOARD
NOTATIONAL VOTE RESPONSE SHEET

FROM: Jessie H. Roberson

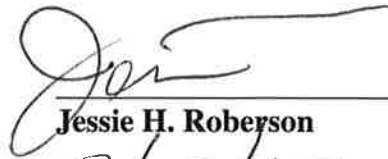
SUBJECT: RFBA by Board Member Daniel J. Santos Tasking OTD to provide Technical Assistance to all Board Members commencing April 3, 2017
Doc Control#2017-300-039

Approved _____ Disapproved _____ Abstain _____

Not Participating X

COMMENTS: Below X Attached _____ None _____

My understanding is the requester is concerned that he is not receiving due treatment in response to his technical information needs or timely responses to his questions. I believe this RFBA may identify one solution but it is clearly one of several options to remedy the concern. Simply disapproving or approving the action still leaves to chance whether the underlying needs are being met. The list of activities sought in the proposal for additional assistance bear directly on each Board member's access to timely technical information, ability to obtain timely answers to individual Board Member technical questions, and assurance of the timely distribution, transparency, and priority of technical information each Board Member may deem necessary to execute their individual duties in accordance with their statutory mandate. Other Board Members have expressed similar concerns. In any event, I consider each Board Member's technical information needs equal to my own and will not pass judgement nor ignore them. I will recommend that the full Board discuss this matter in its next Public Business Meeting because it is incumbent on the entire Board to ensure each Board Member's information needs are being met.



Jessie H. Roberson
03/07/17

Date

Cameron Shelton

From: Daniel J. Santos
Sent: Monday, March 06, 2017 10:55 AM
To: Cameron Shelton; Shelby Qualls
Subject: Re: Notational Vote: Doc#2017-300-039, RFBA by Board Member Daniel J. Santos Tasking OTD to Provide Technical Assistance to All Board Members Commencing April 3, 2017 - BLUE FOLDER

Approved.

From: Cameron Shelton
Sent: Friday, March 3, 2017 10:05:10 AM
To: Bruce Hamilton; Daniel J. Santos; Jessie Roberson; Joyce Connery; Sean Sullivan
Cc: Katherine Herrera; James Biggins; Richard Reback; Steven Stokes; Richard Tontodonato; ExSec; Adam Poloski; Chris Roscetti; John Pasko; Timothy Dwyer
Subject: Notational Vote: Doc#2017-300-039, RFBA by Board Member Daniel J. Santos Tasking OTD to Provide Technical Assistance to All Board Members Commencing April 3, 2017 - 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
RFBA by Board Member Daniel J. Santos Tasking OTD to Provide Technical Assistance to All Board Members Commencing April 3, 2017

17-300-039

Office Directors have provided their input.

/ed _____

Not Participating _____

NTS:

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 Tasking OTD to Provide Technical Assistance to All Board Members Commencing April 3, 2017

Doc Control #2017-300-039

Approved _____

Disapproved

Abstain _____

Recusal – Not Participating _____


COMMENTS:

Below

Attached _____

None _____

The Board recently voted to establish a working group to address some procedural and structural issues brought up by some Board members. I see this RFBA as being a potential input as a suggestion to that working group, but not as an action the Board should take now.


Joyce L. Connery
3/3/17
Date