

APPENDIX 4

REQUEST FOR BOARD ACTION BY A BOARD MEMBER

Requester: Daniel J. Santos June 17, 2016

Brief description of Requested Action:

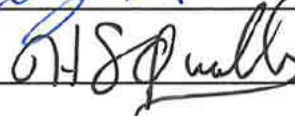
1. Request the Board approval to task the OTD staff to include as part of all group weekly progress reports a new section with a summary for each OTD staff trip. Each trip summary shall include the trip dates, objective, key issues, staff preliminary observations, and any relevant supporting technical information or references. Each trip summary shall be completed within 3 business days following completion of the trip and be included in the next submission of the applicable group weekly progress report.
2. Request Board Approval to task the OTD staff to implement the above action 14 calendar days following Board approval of this Request for Board Action.

Justification: To improve the flow and timeliness of information from the technical staff to the Board.

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

Summarize any time sensitive considerations: n/a

Requestor signature  June 17, 2016

Assistant Executive secretary  March 21, 2016

	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: Request for Board Action by Board Member Daniel J. Santos to Add Trip Summaries to Group Weekly Progress Reports

Doc Control#2016-300-016

The Board, with Board Member(s) Jessie H. Roberson, Sean Sullivan, Daniel J. Santos *approving*, Board Member(s) Joyce L. Connery *disapproving*, Board Member(s) Bruce Hamilton *abstaining*, and Board Member(s) none *recusing*, have voted to approve the above document on June 24, 2016.

The votes were recorded as:

	APRVD	DISAPRVD	ABSTAIN	NOT PARTICIPATING*	COMMENT	DATE
Joyce L. Connery	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	06/24/16
Jessie H. Roberson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	06/24/16
Sean Sullivan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	06/22/16
Daniel J. Santos	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	06/24/16
Bruce Hamilton	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	06/23/16

*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.


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: Joyce L. Connery

SUBJECT: Request for Board Action by Board Member Daniel J. Santos to Add Trip Summaries to Group Weekly Progress Reports

Doc Control#2016-300-016

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

Recusal - Not Participating _____

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

While I am not opposed in concept, I think any request like this should be harmonized with staff procedures to avoid unintended challenges as pointed out in OTD's comments. An option is simply to ask or instruct staff to augment what is currently provided.

Joyce L. Connery
Joyce L. Connery
June 24, 2016
Date

DEFENSE NUCLEAR FACILITIES SAFETY BOARD
NOTATIONAL VOTE RESPONSE SHEET

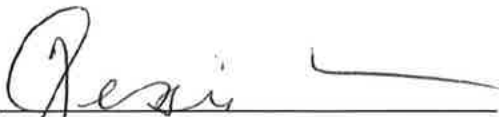
FROM: Jessie H. Roberson

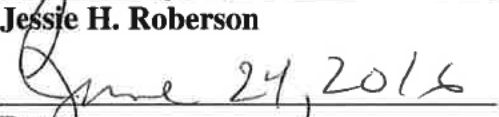
SUBJECT: Request for Board Action by Board Member Daniel J. Santos to Add Trip Summaries to Group Weekly Progress Reports

Doc Control#2016-300-016

~~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 Daniel J. Santos to Add Trip Summaries to Group Weekly Progress Reports

Doc Control#2016-300-016

Approved *✓* Disapproved _____ Abstain _____

Recusal – Not Participating _____

COMMENTS: Below _____ Attached _____ None *✓*



Sean Sullivan

 6/22/16

Date

Shelby Qualls

From: Daniel J. Santos
Sent: Friday, June 24, 2016 10:12 AM
To: Shelby Qualls; Lotus Smith
Subject: Re: Notational Vote: Doc#2016-300-016, Request for Board Action by Board Member Daniel J. Santos to Add Trip Summaries to Group Weekly Progress Reports - BLUE FOLDER

Approved without comments.

From: Shelby Qualls
Sent: Tuesday, June 21, 2016 3:13:18 PM
To: Mark Welch; James Biggins; Neysa Slater-Chandler; Steven Stokes; Katherine Herrera; Nora Khalil; Bruce Hamilton; Daniel J. Santos; Jessie Roberson; Joyce Connery; Sean Sullivan
Cc: Lotus Smith; Shelby Qualls
Subject: Notational Vote: Doc#2016-300-016, Request for Board Action by Board Member Daniel J. Santos to Add Trip Summaries to Group Weekly Progress Reports - 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 Daniel J. Santos to Add Trip Summaries to Group Weekly Progress Reports

DOC# 2016-300-016

Office Directors are copied and should provide input, if applicable.

Approved_____
Disapproved_____
Abstain_____
Recusal – Not Participating_____

COMMENTS:

Below_____
Attached_____
None_____

Shelby Qualls
Assistant Executive Secretary
Office of the Chairman

Shelby Qualls

From: Bruce Hamilton
Sent: Thursday, June 23, 2016 12:23 AM
To: Shelby Qualls; Lotus Smith
Subject: Re: Notational Vote: Doc#2016-300-016, Request for Board Action by Board Member Daniel J. Santos to Add Trip Summaries to Group Weekly Progress Reports - BLUE FOLDER

I abstain.

Comments: I neither see value in trip summaries nor oppose them. I defer to my fellow Board Members in determining whether this is a good use of the staff's resources.

From: Shelby Qualls
Sent: Tuesday, June 21, 2016 3:13 PM
To: Mark Welch; James Biggins; Neysa Slater-Chandler; Steven Stokes; Katherine Herrera; Nora Khalil; Bruce Hamilton; Daniel J. Santos; Jessie Roberson; Joyce Connery; Sean Sullivan
Cc: Lotus Smith; Shelby Qualls
Subject: Notational Vote: Doc#2016-300-016, Request for Board Action by Board Member Daniel J. Santos to Add Trip Summaries to Group Weekly Progress Reports - BLUE FOLDER

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

FROM: Members of the Board

Request for Board Action by Board Member Daniel J. Santos to Add Trip Summaries to Group Weekly Progress Reports

16-300-016

Office Directors are copied and should provide input, if applicable.

/ed_____

Not Participating_____

NTS:

None_____

Shelby Qualls
Assistant Executive Secretary