

Defense Nuclear Facilities Safety Board Public Business Meeting Agenda

February 14, 2019
625 Indiana Ave., NW - Room 7019
Washington, DC 20004-2901
1:00 pm – 4:00 pm

Meeting Subject: A discussion of the implicit and explicit recommendations captured in the National Academy of Public Administration’s (NAPA) November 2018 Defense Nuclear Facilities Safety Board (DNFSB) organizational Assessment and recent Inspector General recommendations concerning the effectiveness of the DNFSB.

Meeting Status: Open

1:00 pm – 1:20 pm **Board Member Opening Remarks**

Mr. Bruce Hamilton, Chairman
Ms. Jessie Hill Roberson, Member
Mr. Daniel J. Santos, Member
Ms. Joyce L. Connery, Member

1:20 pm – 1:30 pm **Update on the Current Status of Legislative Proposals**

Casey Blaine, Acting General Counsel

1:30 pm – 2:00 pm **NAPA Recommendations #13 & 14**

Recommendation 13 - Streamline Procedures

The Board should streamline, if not completely withdraw and rewrite, its elaborate procedures after completing management efficiency events (e.g. Lean Six Sigma) in order to determine exactly how the board members would like products to be provided in the most effective and efficient manner possible.

Outcomes Discussion – Led by Board Member Roberson

Recommendation #14 – Improve Internal Communication

Board members should follow best principles in making major organizational changes by keeping staff and stakeholders engaged and informed.

Outcomes Discussion - Led by Chairman Hamilton

2:00 pm – 2:10 pm BREAK

2:10 pm – 2:40 pm **NAPA Recommendations #15 & 16**

Recommendation #15 – Synchronize Human Capital Plan, HR Modernization, and a New Personnel System with Agency Vision and Strategic Plan

The Board should place a priority on developing, publishing, and pursuing a human capital plan that supports the agency’s vision and strategic plan.

Outcomes Discussion – Led by Board Member Connery

Recommendation #16 – Review Agency Field Staffing Needs

Board members should conduct a detailed cost-benefit analysis of options to increase the number of Resident Inspectors.

Outcomes Discussion – Led by Board Member Santos

2:40 pm – 2:50 pm

Discussion of Immediate Actions in Chapter 6.5 and Implementation Actions in Chapter 7.2

Led by Chairman Hamilton

2:50 pm – 3:00 pm

BREAK

3:00 pm – 3:40 pm

Discussion of Recommendations in the OIG Audit Report on the DNFSB’s Issue and Commitment Tracking System (IACS) and Its Related Processes

Introduction

Led by Chairman Hamilton

Recommendation #1 – Provide training for the agency, including Board members, focusing on effective communication and trust in the workplace.

Led by Chairman Hamilton

Recommendation #2 – Develop a set of principles/values, with input from staff, to help provide the agency a more unified direction relative to DOE oversight.

Led by Board Member Connery

Recommendation #3 - Clarify and update IACS procedures.

Led by Board Member Santos

Recommendation #4 – Clarify and update RFBA procedures.

Led by Board Member Roberson

Recommendation #5 – Create and implement a policy to consistently track RFBA through a tracking mechanism or through IACS.

Led by Board Member Roberson

Recommendation 6 – Implement a policy for Board members to communicate to staff the basis for their RFBA submissions, votes on technical items that oppose staff opinion, and voting abstentions or non-participation.

Led by Board Member Roberson

Recommendation 7 – Create and implement a policy to conduct self-assessments for common Board member processes (e.g., RFBA, notational voting, Yellow Folder process, etc.) to determine how these processes could be improved.

Led by Board Member Roberson

Recommendation 8 – Examine and update the Board Procedures to ensure greater communication and coordination within the Board.

Led by Board Member Roberson

3:40 pm – 4:00 pm

Meeting Summary by Casey Blaine, Acting General Counsel

Board Member Closing Statements

Adjourn

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**The Board specifically reserves its right to further schedule and otherwise regulate the course of business of this meeting, to recess, reconvene, postpone, or adjourn the meeting. The Board may exercise its discretion to consider agenda items prior to or after their scheduled time or to change the order of agenda items. The timings of each agenda item are approximations.*