

**DRAFT MINUTES**  
*(Verified with meeting transcript)*

**CENTRAL INTERSTATE LLRW COMMISSION  
SPECIAL MEETING  
THURSDAY, February 25, 2021 at 10:00 A.M.**

In compliance with Commission Bylaws and Rules, a meeting notice announcing the date, time, location, and agenda availability was emailed to the interested public on Thursday, February 18, 2021.

A Special Meeting of the Central Interstate Low-Level Radioactive Waste Compact Commission (CILLRWCC) was held Thursday, February 25, 2021 via Zoom to take necessary action on new website, the budget, audit, the upcoming annual meeting, and all other business to come before the Commission.

The meeting was called to order at approximately 10:00 a.m. and roll was called. Responding to the roll call were Kelly Dixon, Oklahoma Commissioner and Vice-Chair; Mike Stickney, Alternate Oklahoma Commissioner; and Scott Blackwell, Louisiana Commissioner. Not present were George Overbey, Arkansas commissioner and Rick Brunetti, Alternate Kansas Commissioner.

The Administrator, Kristie Ann Valtierra; Previous Commissioner, Jon Roberts; and Court Reporter, Christy Myers were also present on the conference call.

No members of the public spoke during the public comment period.

The Chair addressed the first agenda item, the Administrator report. The Administrator requested an upgrade to QuickBooks 2021 since the current version was out of date and continuously crashed. The Administrator also requested a laptop computer for business purposes. Commissioners decided that the funds would be taken from the designated miscellaneous funds in the budget and Scott Blackwell, Chair Commissioner would send the Administrator an email approving the purchase. The Commission also discussed digitizing records and the appointment of a new commissioner for Kansas. The Administrator then gave a budget update. Due to Covid, the Commission is behind on audits for the last two years. This will be rectified before the next meeting.

*See transcript page 4-14*

The Chair then addressed the next item on the agenda regarding the Commission's new website and email address. Commissioners are having a hard time accessing the website. The Administrator will work with the Low-Level Waste Forum (LLWF) to repair the site. The Commission is now using a new email address due to website changes. The new email is cillrwcc@gmail.com. Kelly Dixon, Oklahoma Chair also discussed record retention. It was decided that the Administrator would gather quotes to present before the Commission at the annual meeting to be voted on.

*See transcript pages 14-20*

The Chair moved to the next agenda item to set the date for the June 2021 Annual Meeting. It was decided that due to Covid the June 2020 Annual Meeting was not held, therefore; after today's meeting Kelly Dixon, Oklahoma Vice-Chair Commissioner would assume the Chair position. After the meeting, Ms. Dixon would appoint the Vice-Chair. The Annual Meeting was then set for Thursday, June 17, 2020 at 10 a.m.

*See transcript pages 20-29*

**Adjournment** – Before the closing of the meeting, the Oklahoma Commissioner advised the Commission that the current Memorandum of Agreement (MOA) with the State of Oklahoma for the Administrator's professional services agreement. The Commissioner would like to submit a new agreement that would cover the actual cost of labor expenses related to the commission. It was decided that a new MOA would be presented at the annual meeting to be voted on. It was decided that the Administrator would reach out to the Commissioners who did not attend today's meeting. Meeting was adjourned by acclamation.

*See transcript pages 29-33*

**Transcript is attached as an official part of these Minutes.**