MINUTES

CENTRAL INTERSTATE LLRW COMPACT COMMISSION

Special Meeting

THURSDAY November 17, 2022, at 10:30 A.M. CST

In compliance with Central Interstate Low-Level Radioactive Waste Compact Commission (CILLRWCC) Bylaws and Rules, on November 3, 2022, a meeting notice announcing the date, time, location, and agenda availability was made available on the CILLRWCC’s webpage and sent to interested parties. Commissioners and interested parties were also sent an agenda and items to be discussed via email on November 9, 2022.

 This Special Meeting of the CILLRWCC was held Thursday, November 17, 2022, via Teleconference for consideration of several agenda items. The meeting was called to order by CILLRWCC Chair, Scott Blackwell, at approximately 10:30 a.m.

**Agenda item 1. Call to Order and Roll Call.**

The Chair, Scott Blackwell, called the meeting to order and asked that the roll be called. Those responding as present were Scott Blackwell, Louisiana Commissioner; Richard Brunetti, Alternate Kansas Commissioner; Kelly Dixon, Oklahoma Commissioner; and Mike Stickney, Alternate Oklahoma Commissioner. George Overbey, Arkansas Commissioner, was not present. A quorum was declared. Others on the call were Kendra Robben, CILLRWCC attorney; Amber Miller, CILLRWCC Administrator; and Michele Woods, Oklahoma Department of Environmental Quality, ZOOM meeting host.

**Agenda item 2. Approval of minutes from September 8, 2022, meeting.**

Meeting minutes from the September 8, 2022, meeting were offered for discussion. The Commissioners had no comment. A motion was made to approve the minutes and it was seconded. Commissioners Blackwell, Brunetti and Dixon voted yes on the motion. The motion passed.

**Agenda item 3. Review and Approval of FY22 Draft Audit.**

Commissioner Blackwell asked if there was any discussion or questions for the FY22 draft audit. Commissioners Blackwell and Brunetti stated they had none. Commissioner Dixon also said she had no questions about the audit but did ask if Commissioner Blackwell had any questions upon reviewing the draft response. Commissioner Blackwell said he had none but wanted to review again before signing the response. A motion was made to approve the FY22 draft audit, and it was seconded. Commissioners Blackwell, Brunetti and Dixon voted yes on the motion. The motion passed.

A motion was then made to approve the draft response to the FY22 draft audit. The motion was seconded. Commissioners Blackwell, Brunetti and Dixon voted yes on the motion. The motion passed.

**Agenda item 4. Discussion or Submittal of Annual Reports.**

Commissioner Dixon said that annual reports for FYs 19, 20, 21 and 22 are substantially drafted. They need to be finalized with a transmittal letter and be distributed to the appropriate people. Ms. Robben advised that each Commissioner could communicate with those receiving the reports as necessary making detailed explanations in the submittal letter unnecessary. A target date for distribution by email and hard copy was set for December 15, 2022.

 **Agenda item 5. Report on Status of FY23 Initiatives.**

5.a. Contract with 3rd party Administrator Duties

This issue is “on the back burner” for now as the Commission has Amber Miller on contract. Ms. Robben reminded the Commissioners that the contract will need to be renewed in the future.

5.b. Cloud Storage for Commission Electronic Records

A meeting planned to discuss this issue was postponed until possibly December.

5.c. Records Retention

The Commission expects to see progress on this issue after the Cloud Storage issue is resolved. The goal is to have a records retention policy in place to archive Commission records while eliminating the use of a storage facility and the fees associated with it.

5.d. Review By-laws to propose modernization and other changes that may be needed

Commissioner Brunetti is currently reviewing the by-laws and expects changes to be minimal. He will continue his review and will formalize recommendations for the Commission around the first of 2023.

**Agenda item 6. Commissioners Reports**

Mr. Brunetti reported he will communicate with those necessary to facilitate a commissioner appointment for Kansas. Mr. Blackwell will check on ways to secure appointments for a commissioner and alternate commissioner for Arkansas. Mr. Blackwell also stated things were running as they normally do for Louisiana and had nothing more to report. Ms. Dixon reported on continuing issues at a site with low-level waste contamination. She also reported she continues to participate in the Low-Level Radioactive Waste Forum meetings. Ms. Miller discussed with the Commissioners the status of Commission dues collection. The date for the next annual meeting was tentatively set for June 15, 2023, at 10:00 am.

A motion was made and seconded to adjourn the meeting. Commissioners Blackwell, Brunetti and Dixon voted yes on the motion. The motion passed. The meeting was adjourned.