

APPENDIX 2

REQUEST FOR BOARD ACTION

Title of Action Document
Approve change to FY-18 Staffing Plan

Complete review by 6/15/2018
Click here to enter a date.

Brief description of Purpose To allow for selection and assignment of a second Resident Inspector

at the Hanford Site. Δ RESIDENT INSPECTORS STAFFING LEVEL FROM 9 (NOTE 4) TO 10 AND MAINTAIN ONE TRAINING DETAILEE

TO HANFORD SITE UNTIL RELIEVED

Relevant background information attached (initial) JGR

Summarize any staff difference of opinion regarding the Proposed action
None

Summarize any time sensitive considerations The advertisement for a second Hanford Resident Inspector has been posted and closed.

Requestor signature [Signature]

6/15/2018
Click here to enter a date.

Responsible Office Director signature [Signature]

6-15-18
Click here to enter a date.

Executive Secretary signature [Signature]

6/15/18
Click here to enter a date.

Final disposition of proposed action summary

Executive Secretary signature

Click here to enter a date.

STAFFING TABLE

Having reviewed the staff request, the Board authorizes the hiring of additional staff as shown in far right column. See note 1.

OGC Staffing Profile			
POSITION TYPE	ON BOARD	DESIRED	AUTHORIZED
EXECUTIVE	1	2 (+1)	1 (+0)
ATTORNEY	2	5 (+3)	5 (+3)
ADMINISTRATIVE SUPPORT	0	2 (+2)	0 (+0) note 2
TOTAL	3	9 (+6)	6 (+3)

OGM Staffing Profile			
POSITION TYPE	ON BOARD	DESIRED	AUTHORIZED
EXECUTIVE	2	2 (+0)	2 (+0)
MANAGER/SUPERVISOR	4	5 (+1)	5 (+1)
OIG LIAISON	1	1 (+0)	1 (+0)
HUMAN RESOURCES	3	3 (+0)	3 (+0)
BUDGET ANALYST	1	1 (+0)	1 (+0)
CONTRACT SPECIALIST	1	1 (+0)	1 (+0)
FISCAL SUPPORT	2	2 (+0)	2 (+0) note 3
FACILITIES SUPPORT	1	1 (+0)	1 (+0)
IT	3	3 (+0)	3 (+0)
RECORDS MANAGEMENT	1	1 (+0)	1 (+0)
ADMINISTRATIVE SUPPORT	1	1 (+0)	4 (+3) note 2
SECURITY	3	3 (+0)	3 (+0)
TOTAL	23	24 (+1)	27 (+4)

OTD Staffing Profile			
POSITION TYPE	ONBOARD	DESIRED	AUTHORIZED
EXECUTIVES	6	7 (+1)	6 (+0)
SENIOR LEADER	0	1 (+1)	0 (+0)
DN SUPERVISORS	3	3 (+0)	3 (+0)
ENGINEERS	60	69 (+9)	63 (+3)
PDPs	3	3 (+0)	3 (+0)
RESIDENT INSPECTORS	9	10 (+1)	9 (note 4)
ADMINISTRATIVE SUPPORT	2	2 (+0)	0 (-2) note 2
TOTAL	83	95 (+12)	84 (+1)

Total Staffing Profile			
POSITION TYPE	ON BOARD	DESIRED	AUTHORIZED
EXECUTIVE	9	11 (+2)	9 (+0)
SENIOR LEADER	0	1 (+1)	0 (+0)
DN	72	82 (+10)	75 (+3)
PDP	3	3 (+0)	3 (+0)
GS	25	31 (+6)	30 (+5)
ALL FTE	109	128 (+19)	117 (+8)

NOTES:

Note 1. "Onboard" column reflects FTEs onboard as of September 13, 2017. Any vacancies occurring between September 13, 2017 and the date that this plan is approved shall be backfilled. Unless otherwise directed by the Board, additional vacancies occurring during FY18 shall be backfilled.

Note 2. Administrative support for OTD and OGC shall be consolidated under OGM. Three additional OGM administrative support positions reflects two positions in support of OTD and one position in support of OGC.

Note 3. As an exception to Note 1, should a vacancy be anticipated, then one fiscal support position may be temporarily filled by a contract accountant. The contract accountant may be brought on board 45 prior to the vacancy to assist turnover.

Note 4. To provide a training opportunity for future Resident Inspectors, the Board will attempt to place two internal detailees (back-to-back 6 month details) into the vacant Resident Inspector position.

AFFIRMATION OF BOARD VOTING RECORD

SUBJECT: RFBA by OTD to Approve Change to FY 18 Staffing Plan

Doc Control#2018-300-067


The Board, with Board Member(s) Bruce Hamilton, Jessie H. Roberson, Joyce L. Connery *approving*, Board Member(s) Daniel J. Santos *disapproving*, Board Member(s) none *abstaining*, and Board Member(s) none *not participating*, has voted to approve the above document on June 22, 2018.

The votes were recorded as:

	APRVD	DISAPRVD	ABSTAIN	NOT PARTICIPATING*	COMMENT	DATE
Bruce Hamilton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	06/22/18
Jessie H. Roberson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	06/22/18
Daniel J. Santos	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	06/22/18
Joyce L. Connery	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	06/22/18

*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.


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: Bruce Hamilton

SUBJECT: RFBA by OTD to Approve Change to FY 18 Staffing Plan

Doc Control#2018-300-067

Approved X Disapproved Abstain

Recusal - Not Participating

COMMENTS: Below Attached None X


Bruce Hamilton

22 JUN 2018
Date

DEFENSE NUCLEAR FACILITIES SAFETY BOARD
NOTATIONAL VOTE RESPONSE SHEET

FROM: Jessie H. Roberson

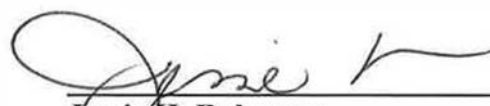
SUBJECT: RFBA by OTD to Approve Change to FY 18 Staffing Plan

Doc Control#2018-300-067

Approved Disapproved _____ Abstain _____
Recusal - Not Participating _____

COMMENTS: Below Attached _____ None _____

In consideration of the clarification by the
Dep Tech Director that the permanent RI
replaces the temporary assignment.



Jessie H. Roberson
June 22, 2018

Date

DEFENSE NUCLEAR FACILITIES SAFETY BOARD
NOTATIONAL VOTE RESPONSE SHEET

FROM: Daniel J. Santos


SUBJECT: RFBA by OTD to Approve Change to FY 18 Staffing Plan

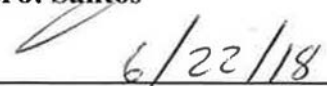
Doc Control#2018-300-067

Approved _____ Disapproved X Abstain _____

Recusal – Not Participating _____

COMMENTS: Below _____ Attached _____ None X



Daniel J. Santos


Date

DEFENSE NUCLEAR FACILITIES SAFETY BOARD
NOTATIONAL VOTE RESPONSE SHEET

FROM: Joyce L. Connery

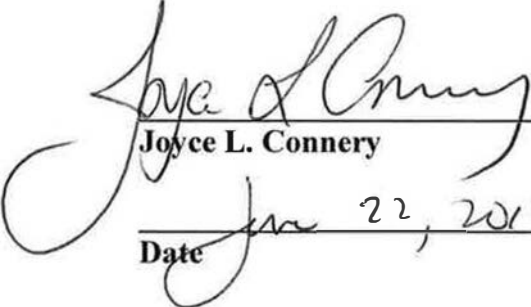
SUBJECT: RFBA by OTD to Approve Change to FY 18 Staffing Plan

Doc Control#2018-300-067

Approved **Disapproved** **Abstain**

Recusal – Not Participating

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



Joyce L. Connery

Date June 22, 2018