

**APPENDIX 4**

**REQUEST FOR BOARD ACTION BY A BOARD MEMBER**

Requester: Joyce L. Connery \_\_\_\_\_ July 1, 2020

**Brief description of Requested Action:**

RFBA: To issue the attached Policy Statement at Board Policy in determining the manner in which Board Members should treat each other and act in carrying out their duties consistent with our enabling legislation.

\*Note: we will not be renumbering the policy statements yet, so this will simply be: Policy Statement on Collegiality for the moment.

Attachments (init) 1

Summarize any time sensitive considerations:

Requestor signature \_\_\_\_\_ On File \_\_\_\_\_ July 1, 2020

Assistant Executive secretary \_\_\_\_\_ On File \_\_\_\_\_ July 1, 2020

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	APRVD	DISAPRVD	ABSTAIN	NOT PARTICIPATING	COMMENT	DATE
Bruce Hamilton	<input type="checkbox"/>	_____				
Jessie H. Roberson	<input type="checkbox"/>	_____				
Joyce L. Connery	<input type="checkbox"/>	_____				
	<input type="checkbox"/>	_____				
	<input type="checkbox"/>	_____				

Final Disposition Summary

Executive Secretary signature \_\_\_\_\_ May 20, 2020

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## **Board Policy Statement on Collegiality, Quorum and Delegations**

### **I. Purpose/Objectives**

This policy established the Board's expectations of collegiality of Board Members in terms of policy setting and execution, maintenance of quorum, and decision-making on delegations of authorities assigned to the Board.

### **II. Scope/Application**

This policy outlines the essential framework of Board Procedures in the execution of the Board's statutory mission, including expected conduct of Board Members, maintenance of a quorum, and delegations of authority.

### **III. Policy Statement**

The Board shall operate in a manner consistent with the notion of shared authority as envisioned by the Statute, cooperating to achieve the mission of the Agency in a manner outlined in the vision statement of the organization, and uphold Agency core values.

The Board shall create and maintain Board Procedures to carry out its mission through notational voting of the Board. It shall be the policy of the Board that the Board Procedures be enacted through a unanimity of vote, where possible. If not possible, the majority of a quorum of the Board may enact Board Procedures, and the Board as a whole shall endeavor to follow those Board Procedures.

The Chairman shall execute his or her duties as outlined in the statute based on the policies set forth by the Board. In all cases, the Board Members shall be kept apprised of actions taken by the Chairman or the staff on their behalf. Equally, Board Members shall apprise the Chairman and other Board Members of information pertinent to the conduct and performance of the Agency.

Board Members shall conduct themselves in a manner befitting their stature as Presidential appointees and, further, shall seek to uphold the Agency's core values of excellence, independence, integrity and respect.

Board Members shall endeavor to vote on all actions before the Board unless a conflict of interest exists or unless incapacitated.

Delegations of authority shall be made in accordance with Board procedures.

Decisions of the Board shall be respected by the individual Board Members, regardless of their votes. In the event that any Board Member is speaking on behalf of the Board, he or she shall represent the views of the Board as a whole. In cases where a Board Member is asked to speak as an individual, or in carrying out their roles within public meetings or hearings, he or she should make it clear that the views expressed may not be representative of the Board as a whole.

**IV. Supporting Directives/Procedures**

Board Procedures (TBD)

**V. Responsibility for Implementation**

Board Members

**VI. Monitoring and Compliance**

Board Policies should be reviewed on a tri-annual basis or when there is a turnover of a quorum of the Board.

**VII. Status**

Approved on \_\_\_\_\_.

**AFFIRMATION OF BOARD VOTING RECORD**

**SUBJECT:** RFBA by Board Member Connery to Approve Board Policy Statement on Collegiality

**Doc Control#:** 2020-300-0026

The Board acted on the above document on 07/02/2020. The document was Approved.

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"/>	07/02/2020
Jessie H. Roberson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	07/02/2020
Joyce L. Connery	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	07/02/2020

This Record contains a summary of voting on this matter together with the individual vote sheets, views and comments of the Board Members.

*Shelby Qualls*

Executive Secretary to the Board

Attachments:

1. Voting Summary
2. Board Member Vote Sheets

**DEFENSE NUCLEAR FACILITIES SAFETY BOARD**

**NOTATIONAL VOTE RESPONSE SHEET**

**FROM:** Bruce Hamilton

**SUBJECT:** RFBA by Board Member Connery to Approve Board Policy Statement on Collegiality

**Doc Control#:** 2020-300-0026

**DATE:** 07/02/2020

**VOTE:** Approved

**COMMENTS:**

None

*Bruce Hamilton*

**DEFENSE NUCLEAR FACILITIES SAFETY BOARD**

**NOTATIONAL VOTE RESPONSE SHEET**

**FROM:** Jessie H. Roberson

**SUBJECT:** RFBA by Board Member Connery to Approve Board Policy Statement on Collegiality

**Doc Control#:** 2020-300-0026

**DATE:** 07/02/2020

**VOTE:** Approved

**Member voted by email.**

**COMMENTS:**

None

*Jessie H. Roberson*

**DEFENSE NUCLEAR FACILITIES SAFETY BOARD**

**NOTATIONAL VOTE RESPONSE SHEET**

**FROM:** Joyce L. Connery

**SUBJECT:** RFBA by Board Member Connery to Approve Board Policy Statement on Collegiality

**Doc Control#:** 2020-300-0026

**DATE:** 07/02/2020

**VOTE:** Approved

**COMMENTS:**

This policy statement reflects the Board's efforts to respond to several critical reviews of the DNFSB, including the most recent NAPA report and is consistent with the goals and principles outlined in the Strategic Plan. The Board is a collegial body, as noted in the Statute, meaning we, all of us who are privileged to have been named Board Members, including the Chair, have a shared responsibility to lead the Agency. This policy was drafted over the course of several weeks at the beginning of the year and reflects a consensus view of the Board. I hope by publishing it now, we can recommit to the principles embodied in the text.

*Joyce L. Connery*