



U. S. Chemical Safety and Hazard Investigation Board

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Board Member

February 14, 2002

Board Action Report

Notation No.: 154

Voting Period: Urgent Notation Item - February 7, 2002 – February 12, 2002

Subject: Reallocation of FY2001 Funds

Whereas,

1. The Board approved Board Notation # 113A, Facilitator Services Contract, which authorized the Chief Operating Officer to execute a contract for facilitation of meetings for updating the Strategic Plan and delineation of Board and staff responsibilities and interactions;
2. The Chief Operating Officer executed such a contract in fiscal year (FY) 2001 valued at \$30,000, and the Board has conducted several facilitated meetings.
3. Based on the outcomes of these meetings, the Board has determined that the agency has a continuing need for facilitator services and must increase the funding for this contract by \$37,200;
4. Based on actual procurement activity, our interagency agreement for 'Accounting and Procurement Services' with the Bureau of Public Debt requires additional funding of \$10,000. This is required because of our increased usage of contract administration services provided by the Bureau of Public Debt;
5. The funding of \$47,200 for the above two items can be obtained by reducing the amount of FY 2001 two year funds allocated for supplies and materials. See attached spreadsheet: 'Projected Activities, Two Year Fund, FY 2001'.

Therefore, pursuant to Board Order 003, section 1 – paragraph F, the Board hereby approves reallocating the funding in accordance with the above referenced spreadsheet.

Approval Date: 2/7/02

	<u>Approve</u>	<u>Disapprove</u>	<u>Not Participating</u>	<u>Withhold</u>
Isadore Rosenthal	x			
Gerald Poje	x			
Andrea Taylor	x			