



U.S. Chemical Safety and Hazard Investigation Board

Office of General Counsel

Memorandum

To: Board Members
From: Christopher Warner *Chris Warner*
Cc: Leadership Team
Subject: Board Action Report – Notation Item 676
Date: December 29, 2008

On December 15, 2008, the Board approved Notation Item 676, thereby:

- Approving the award and execution of a contract for transcription services, described in Attachment A to the notation item, with a maximum 5 year contract value not to exceed \$260,000;
- Approving the obligation and expenditure of \$20,647 for transcription services based on the new contract during the period of the current CR; and
- Authorizing the Chairman to allocate and expend additional appropriated FY 09 funds for transcription services pursuant to the new contract in an amount not to exceed a full year maximum total of \$48,000.

Voting Summary – Notation Item 676

Disposition: APPROVED

Disposition date: December 15, 2008

	Approve	Disapprove	Calendar	Not Participating	Date
J. Bresland	X				12/17/2008
G. Visscher	X				12/15/2008

W. Wark

X

12/15/2008

W. Wright

X

12/15/2008