

Proposed amendments to 40 C.F.R. §1600 – Organization and Functions of the Chemical Safety and Hazard Investigation Board

1. Amend 40 C.F.R. §1600.5(b) by adding the following language at the end of that subsection:

If a Board member votes to calendar a notation item, the Board must consider the calendared notation item at a public meeting of the Board within 90 days of the date on which the item is calendared. A notation vote to schedule a public meeting may not be calendared. The Chairperson shall add any calendared notation item to the agenda for the next CSB public meeting if one is to occur within 90 days or to schedule a special meeting to consider any calendared notation item no later than 90 days from the calendar action.

2. Amend 40 C.F.R. §1600.5 by adding a new subsection (c) to read as follows:

*(c) Public Meetings and Agendas.*

The Chairperson, or in the absence of a chairperson, a member designated by the Board, shall schedule a minimum of four public meetings per year in Washington, DC, to take place during the months of October, January, April, and July.

(i) Agenda: the Chairperson, or in the absence of a chairperson, a member designated by the Board, shall be responsible for preparation of a final meeting agenda. The final agenda may not differ in substance from the items published in the Sunshine Act notice for that meeting. Any member may submit agenda items related to CSB business for consideration at any public meeting, and the Chairperson shall include such items on the agenda. At a minimum, each quarterly meeting shall include the following agenda items:

- (1) Consideration and vote on any notation items calendared since the date of the last public meeting;
- (2) A review by the Board of the schedule for completion of all open investigations, studies, and other important work of the Board; and
- (3) A review and discussion by the Board of the progress in meeting the CSB's Annual Action Plan.

(ii) Publication of agenda information

The Chairperson shall be responsible for posting information related to any agenda item that is appropriate for public release on the CSB website no less than two days prior to a public meeting.