

# United States Chemical Safety and Hazard Investigation Board

## Board Action Report

**Notation No: 007** – Board Directive #004. The Board directs the Chairman of the United States Chemical Safety and Hazard Investigation Board (CSB) by noon on November 9, 1999, to schedule, announce in the Federal Register, post on the web site, and announce to the media, the first public meeting of the CSB, pursuant to the Government in the Sunshine Act, to address general Board matters starting at 10:00 am on Thursday, November 18, 1999, and to assure that sufficient administrative and legal support is provided for preparing the Board's agenda, obtaining and preparing appropriate meeting space, recording the proceedings, and preparing the minutes of the meeting. Furthermore, the Chairman is directed to provide Board members with copies of the letters of notification of the meeting and requests to staff for their presentations.

The following items are to be included in the notices regarding the agenda of the public meeting on November 18, 1999:

- Review of CSB directive 001 regarding voting procedures for deliberating on Board policy.
- Review of CSB directive 002 regarding the role and organization of the Office of General Counsel.
- Review and discuss the status of other adopted CSB directives.
- Discuss and vote on the adoption of proposed regulations implementing the Sunshine Act requirements.
- Presentation by senior staff and Board member discussion of the status of the proposed response to the Senate Appropriations Committee request of the CSB on:
  1. Procedures for contracting,
  2. Revised business plan,
  3. Selection criteria for incidents, and
  4. Protocol for conducting investigations.
- Presentation by senior staff and Board member discussion of the status of the eight incomplete investigations, proposed dates for the submission of each investigation to the Board and clarification of the status of incident reviews.

- Presentation by senior staff and Board discussion of the status of the 1998 and 1999 annual reports to the President, as mandated by the CSB's authorization.

**Approval Date:** Nov. 4

	<u>Approve</u>	<u>Disapprove</u>	<u>Not Participating</u>
<b>Chairman Paul L. Hill</b>			<b>x</b>
<b>Isadore Rosenthal</b>	<b>x</b>		
<b>Gerald Poje</b>	<b>x</b>		
<b>Andrea Taylor</b>	<b>x</b>		