



**Chemical Safety and Hazard Investigation Board**

**OFFICE OF GENERAL COUNSEL**

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Memorandum

To: Board Members

From: Thomas E. Zoeller, Senior Advisor

Subject: Board Action Report –Notation Item 2019-46 (Urgent)

Date: July 2, 2019

On June 28, 2019, the Board approved Urgent Notation Item 2019-46, thereby voting to: 1) approve the execution of supplemental lease agreements and a novation agreement for the DC headquarters office to account for a change in building ownership; 2) authorize the Interim Executive to sign the agreements and other related documents related to the change of ownership; and 3) allocate funds to cover the cost of lease payments from the effective date of the novation through September 30, 2019.

**Voting Summary – Urgent Notation Item 2019-46**

**Disposition: APPROVED**

**Disposition date: June 28, 2019**

	<b>Approve</b>	<b>Disapprove</b>	<b>Calendar</b>	<b>Not Participating</b>	<b>Date</b>
<b>M. Ehrlich</b>	X				7/2/2019
<b>R. Engler</b>	X				6/28/2019
<b>K. Kulinowski</b>	X				6/28/2019