

**RESTORATION ADVISORY BOARD CHARTER
OF
ANNISTON ARMY DEPOT
REVISED SEPTEMBER 2013**

I. NAME

This organization shall be known as the Anniston Army Depot (ANAD) Installation Restoration Program (IRP) Restoration Advisory Board (RAB). The RAB will work in partnership with the Anniston Army Depot and the community on environmental clean up issues and related matters.

II. AUTHORITY

The basis for the RAB is the spirit of public involvement as expressed by the Resource Conservation and Recovery Act (RCRA) Comprehensive Response Compensation and Liability Act (CERCLA). The policies of the Department of the Army and the Army Materiel Command encourage and support this proactive and public interactive spirit.

III. PURPOSE AND MISSION

1. The mission of the Anniston Army Depot Restoration Advisory Board is to accomplish the following.

- a. Facilitate communication among the Restoration Advisory Board and the community in relation to actions taken by the Department of the Army and the Anniston Army Depot.
- b. Provide an opportunity for members to comment on actions and proposed actions taken by the Anniston Army Depot and its Installation Restoration Program.
- c. Promote public participation in accordance with applicable laws and to provide meaningful public input.
- d. Provide input to the Anniston Army Depot regarding the expenditure of funds in relation to efforts associated with the Installation Restoration Program ensuring that the program is kept within budget.

2. The Restoration Advisory Board mission is to establish and facilitate a forum with the community, regulators and the Anniston Army Depot for the input and exchange of

information in an open and interactive dialogue concerning the installation's restoration program. The information and input provided by the Restoration Advisory Board will be considered by the Anniston Army Depot program managers.

IV. ORGANIZATION AND MEMBERSHIP

1. The RAB will consist of community members and will be co-chaired by the Anniston Army Depot Commander or his designee, and a community RAB member. The Anniston Army Depot will provide the logistical support for meetings. This will include arranging for meeting facilities, notifying members and potential invitees of the upcoming meeting and soliciting agenda items for the next meeting subject to the approval of the co-chairs.

2. Community members will serve on the RAB without compensation with a minimum term of two years.

a. Participation. RAB members or their designated representative will attend all RAB meetings. A roll call will be taken at the beginning of each meeting to document members in attendance. RAB members should notify the RAB facilitator if they are unable to attend. If a member is unable to attend a meeting they may send a replacement. This replacement must have written notification, indicating they are authorized to act as a proxy for the member. RAB members may have one unexcused absence per calendar year. Members who exceed this will be asked by the other RAB members to assess their commitment to the RAB, and resign, if necessary. The RAB members at a regularly scheduled meeting will review new member applications and the new member will be accepted upon majority vote. The membership shall not exceed 30.

b. Removal of a RAB member. A RAB member may be asked to be removed by a written request or may be removed by committee action after more than one unexcused absence and absence of member's voting representative. The RAB member may also be removed for cause based on 2/3-majority decision by the other RAB members.

c. Availability to community. RAB members are expected to communicate with local community members and interest groups concerned with installation specific cleanup issues for the purpose of reporting the communications to the RAB. RAB members should understand that their names and phone numbers may be disseminated to the local community to enable community access.

d. Review of documents. RAB members may be asked to review various reports and documents concerning installation cleanup activities, including draft and final documents, proposed and final plans, status reports, consultant reports, and funding plans. RAB members will be responsible for reviewing the information and providing comments and other input to the Anniston Army Depot at RAB meetings.

The Anniston Army Depot, The Army, the Alabama Department of Environmental Management, the Agency for Toxic Substance and Disease Registry and the Environmental Protection Agency will provide technical and informational support to the RAB upon request.

e. Conflict of interest. Individuals who have financial interests that may affect their impartiality in dealing with matters presented to the RAB for consideration shall recuse themselves from any such actions upon a determination and subsequent recommendations from the RAB.

f. CO-Chairs. Chairmanship will be a jointly held responsibility between the Anniston Army Depot and the community RAB members. The Anniston Army Depot Commander or his designee will serve as a permanent Co-Chair. The length of term to be served by the Community Co-Chair shall be two years. The RAB community membership will bear the responsibility of terminating the Community Co-Chair if he or she is either ineffective or detrimental to the progress of the RAB. The RAB Community Co-Chair will be selected by a majority consensus of the RAB.

g. Regulator Participation. Representatives of the Alabama Department of Environmental Management and the Environmental Protection Agency will provide technical and regulatory support as required. Alabama Department of Environmental Management has decided that they will not be voting members of the Restoration Advisory Board at this time. The Environmental Protection Agency has decided to participate as a voting member.

h. Meetings. The RAB will meet at least annually in September or more often if necessary. The community co-chair will be responsible for the meeting agenda. Agenda items should be made available to the community co-chair as soon as the topics and the presenters are confirmed. The Anniston Army Depot will be responsible for logistical support for the meetings and for the recording and dissemination of meeting minutes. Meeting minutes will be distributed to participants with adequate time for review prior to the next scheduled meeting. Action items will be established, as necessary at RAB meetings and will be documented in the meeting minutes. The responsible action office will provide information concerning the action at each RAB meeting until the action item is closed. When an action is closed, a written response will be included in the minutes.

i. Administrative record. Members documented comments, documented actions and meeting minutes will become a part of the administrative record maintained by the Anniston Army Depot.

j. RAB Decisions and opinions of the RAB will be the result of consensus whenever possible. When dissenting opinions exist, they will be noted in the meeting minutes.

V. TERMINATION AND MODIFICATION

This charter shall be terminated after implementation of the final remedial design. It may also be terminated earlier upon consensus of the RAB members. The charter may, be amended by the mutual consent of two-thirds majority of the members.

VI. EFFECTIVE DATE

This amended charter will be considered effective upon signature of two-thirds majority of the voting members.

COL BRENT T. BOLANDER
MR. RONALD M. GRANT
DR. THOMAS BAUCOM
MR. WALTER J. FRAZIER
MR. DONALD R. GEORGE
MS. DAWN LANDHOLM
MR. MARVIN C. SEALES, JR.
MR. GARRET C. SMITH, SR
DR. DAVID A. STEFFY
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MR. ED TURNER




















