

2013 Annual Meeting

September 10, 2013

Minutes

1. Call to Order-

- Chairman Klinger calls the meeting to order at 9:32 am and introduced the newest members: Gary McCandless who is the former head of Environmental Safety and Jennifer Rominger, Executive Assistant for the Compact.
- In attendance: Joe Standard from Merrill Lynch, Dewey Crawford, Gary McCandless, Lori Beagles, Joe Klinger, Mike Klebe, Jennifer Rominger, Adnan Khayyat.

2. Adoption or Modification of the Agenda-

- No changes

3. Welcome-

- Commissioner McCandless and Executive Assistant Rominger welcomed and introduced.

4. Election of Officers-

- Commissioner Crawford makes a motion to leave same officers in place. Commissioner McCandless seconds. Vote taken, motion carries with unanimous agreement. Joe Klinger will continue to be Chairman, Dewey Crawford-Sec/Treasurer.

5. Adoption of Minutes from the Previous Executive Session & Annual Meeting from September 14, 2012-

- Chairman Klinger asks for a motion to accept. Chairman Crawford makes a motion to accept and Chairman McCandless seconds. Vote taken, motion passes with unanimous agreement.

6. Executive Session-

- Not needed

7. First Public Comment Period-

- No public present

8. Reports

- Investment Update- Joe Standard with Merrill Lynch provided an investment report.
 - CDs pay higher than T bills so most of portfolio is made of CDs.
 - There are really no alternative investments. Anything else would have associated risk that the Compact cannot take.
 - Investments have been laddered so the Compact's money is not all tied up at one time.
 - Mr. Crawford and Mr. Klinger asked Mr. Standard about different investment options such as utilities or annuities. Due to the potential risk, the Compact's only solution is the current type of investments. Even in a good economic climate it would be hard to invest this money since the Compact cannot take on risk.
- Chairman & Host State Report-
 - About a year ago, due to a shrinking budget, the State looked at many measures to cut costs and save money. The Compact was a place to look because State resources were used to assist the Compact. It was decided it needed to stand alone and not use State money or resources. The Compact started a transition and examined what needs to be done and what is supported. (The question of what does the Compact HAVE to do vs. what the Compact WANTS to do.) As a part of the transition, the Compact looked at the business case (which documents what has been done and why). Other solutions are:
 - Meetings- VTC can be used to save money.
 - Contractor- looked outside the State agency to find a contractor. Compact hired Jennifer Rominger in late July of this year. It was decided

the Compact did not need an executive director because the Compact already has technical expertise and just needs administrative support.

- Records Retention Policy- to cut down on storage and possibly digitize the records.
 - The Compact is now standing alone and Adnan Khayat has his employees back. Chairman Klinger thanks the Agency and the bureaus' for their past support.
- The Compact supported the Forum meeting in Chicago with 72 registrants and had about 25 take the Zion Nuclear Power Plant Tour.
 - Hosted the Generators Licensing meeting. 127 registered. To be good stewards of the money, food services were cut.
 - The Compact supported the Source Collection and Threat Reduction Program (SCATR) administered by the Conference of Radiation Control Program Directors (CRCPD) as an opportunity to promote disposing sources held in long term storage. The CRCPD came up with a means (DOE funding) to provide a 50% cost share to get those sources out of storage. Illinois, Indiana, Ohio, and New York participated in this pilot program. Energy Solutions opened their sites for a one-year window of opportunity. If the site filled up, Chairman Klinger believes they will extend the time. In the interim, WCS opened up for B & C sources. As a result of these efforts, Illinois had 798 Class A sources and 488 Class B & C sources registered.
- Executive Assistant Report
 - A P.O. Box has been opened at post office to further separate the Agency and the Compact.
 - Lori Beagles has been handling the financial duties which have been minimal along with the quarterly reports. This should be switched over to Jennifer by the end of October.
 - All of the Compact records are currently in storage. Commissioner McCandless and Jennifer Rominger will come up a records retention policy soon. Kentucky will scan these for the Compact.
 - Annual report will be completed by Jennifer Rominger who has finished the draft copy with input from Commissioner McCandless. It is out for review by

the Commissioners. Any suggestions or edits will be made and it will be sent out before the end of the month.

9. Acceptance of Auditor's Report-

- Compact has used the same firm for years and the audit was clean. No problems with any of the Compact's balances or cash flows. Audit will be in annual report. The Compact has about 8500 dollars less than last year.
- Income revenue was up with a gain of about \$4,000. Due to several large meetings the Compact spent about \$13,000 more than usual last year.
- Commissioner McCandless motioned to accept report, Commissioner Crawford seconded.

10. Adoption of Fiscal Year Budget

- Areas discussed for cost savings:
 - Cell phone- cut data package, it is not needed.
 - Travel- keep it minimal. VTC should help.
- Projected Expenses
 - Banquet and facility expenses should be next to nothing this year.
 - 6500 budgeted for contracts. 5000 for Jennifer Rominger and 1500 for lawyer.
 - Website- Depending on services used the cost varies but it is minimal.
 - Postage- 1,000 budgeted but it may not be used.
- Interest- Hopefully the interest will rise from \$26,000 to \$28,000 range. (It is our goal to live in this range for expenses.)
- The commissioners discussed the merits of changing the budget to reflect a more accurate summary of expected expenses vs. budgeted expenses. Further discussion of the budget was tabled until later in the meeting so Lori Beagles could look closer at the numbers.

11. Acceptance of Annual Report

- Commissioner McCandless gave a little background on the purpose of the Annual report. The idea behind the report is to highlight the information with graphics and

maps to provide the legislators with an overview of what is going on nationally with other compacts and our compact.

- The report has an open section for Kentucky to provide more information on their waste generation. Commissioner Crawford is working with his state to have better information to place in the report. Jennifer Rominger and Commissioner McCandless will draft some language for this year's report to input into Kentucky's insert. This section will be approved separately and electronically.
- A suggestion was made to build a distribution list letting people know the annual report is available on line.
- Commissioner McCandless made a motion to approve the annual report with amended changes and seconded by Commissioner Crawford.

12. Other Business-

- Unfinished Business
 - By law edits- (Vote to be taken later via phone) The changes made are:
 - Need to add a conflict of interest statement. Keep it broad.
 - In the event of a conflict- the act takes precedence.
 - Meetings- Instead of 3 there will have 2. One will be the annual meeting and the other will be held via VTC in Kentucky. Members of the public can attend in Illinois or KY.
 - New Agenda format.
 - Reimbursement has been on the federal level but the Compact will use the host state (Illinois) reimbursement rate from now on. If there is travel outside the Compact area, the Compact will then use the federal rate.
 - New statement regarding records retention policy.
 - Tried to remove the Compact as much as possible from state resources.
 - Business Case- (Vote to be taken later via phone) Discussion of proposed changes.
 - Mr. Crawford stated the Compact looked at different statutes regarding the use of state employees. It is within the law but the Compact

wanted to stand alone and mirror other boards and commission in the state of Illinois. The Compact has tried to come up with a business plan for the short and long term. Issues looked at:

- a. Staffing- how can the Compact afford to pay someone with the constricted budget. After looking at the guiding documents of the commission, the by-laws and at several other options, the Compact decided to hire staff.
 - b. Establishing a sound financial basis.
 - c. The efficiency of keeping records. – Researching other boards and commissions.
- Where can the Compact cut expenses, to stay out of principle? The bylaws state the Compact is allowed to receive outside gifts. This could help fund future conferences.
- New Business-
 - New Travel policy has been created. Commissioner McCandless motions to pass the policy with minor edits. Commissioner Crawford Seconds the motion. This will become part of the bylaws.
 - Commissioner McCandless- the Forum has asked him to participate in a forum on Fracking.
 - Budget- Lori Beagles returned to the meeting with updated an updated budget. Motion to accept budget from Commissioner Crawford and seconded by Commissioner McCandless. Motion passes unanimously.

13. Second Public Comment Period-

- No public present

14. Next Scheduled Meeting or Announcement of Special Meeting-

- The Compact will hold a VTC meeting in the spring. A tentative date of 9:30 a.m. CST and 10:30 EST April 3rd, 2014 has been suggested.

15. Adjournment-

- Motion to adjourn by Commissioner McCandless and seconded by Commissioner Crawford. Motion passed unanimously.