From: Jones, Samantha
Location: 11621
Importance: Normal
Subject: Review of candidate list of BOSC members
Start Date/Time: Thur 8/3/2017 5:30:00 PM
End Date/Time: Thur 8/3/2017 7:00:00 PM
EPA BOSC Nomination Submissions NPD & DFO 8-1-17.xlsx
New BOSC Member Timeframe 8-1-2017.docx
BOSC Subcommittee Expertise by Subcommittee & Nominations.docx

UPDATE #1: adding in email message from Tom Tracy and the associated materials for this review.

From: Tracy, Tom
Sent: Tuesday, August 1, 2017 9:17 PM
To: Bahadori, Tina <Bahadori.Tina@epa.gov>; Costa, Dan <Costa.Dan@epa.gov>; Frithsen, Jeff <Frithsen.Jeff@epa.gov>; Sayles, Gregory <Sayles.Gregory@epa.gov>; Schultz, Laurel <Schultz.Laurel@epa.gov>; Slimak, Michael <Slimak.Michael@epa.gov>; vanDrunick, Suzanne <vanDrunick.Suzanne@epa.gov>; Vette, Alan <Vette.Alan@epa.gov>; Hubal, Elaine <Hubal.Elaine@epa.gov>; Snyder, Emily <Snyder.Emily@epa.gov>; Williams, Joe <Williams.Joe@epa.gov>; Geller, Andrew <Geller.Andrew@epa.gov>
Cc: Hauchman, Fred <hauchman.fred@epa.gov>; Deener, Kathleen <Deener.Kathleen@epa.gov>; Plotkin, Viktoriya <Plotkin.Viktoriya@epa.gov>; Sjogren, Mya <Sjogren.Mya@epa.gov>; Gwinn, Maureen <gwinn.maureen@epa.gov>; Fleming, Megan <Fleming.Megan@epa.gov>; Cuje, Jace <Cuje.Jace@epa.gov>; Benner, Tim <Benner.Tim@epa.gov>
Subject: BOSC Nominations Review - Draft Deliberative

Hi,

As discussed yesterday at the EC meeting we would like your review and input to the BOSC subcommittee nominations. Attached are three files. 1) Updated timeframe and action. 2) The Excel spreadsheet has a lot of information including data from the submitted nomination forms (from all nominees – those on the short list as well as those not on the short list) as well as the nominees' identified expertise as it aligns with required expertise. 3) The word document has your subcommittees' required expertise matched with the nominees from the short list based on their identified expertise. Fields highlighted in yellow indicate areas there were no nominees on the shortlist for that subcommittees indicated expertise. This is the link to the nominee forms and resumes: \\134.67.216.119\ORDPriv\Board_of_Scientific_Counselors . Please do not share these documents beyond your immediate staff and please indicate "Draft Deliberative" on any correspondence or documents on this topic.

Below is the request:

- Ensure the list of required expertise is accurate and update as appropriate.
- There is no fixed number of members on a subcommittee but 15 or less is ideal – though ensuring coverage of relevant areas of expertise is the goal
- Identify anyone who should not be on the short list.
- Identify additional qualified nominees not on the short list to fill areas where there are gaps in expertise coverage.
- The goal is to have a minimum of two people for each area of expertise needed on your subcommittee. We must submit a primary and alternate for each position on the subcommittees.
- Schedule a meeting with your DFO to review your suggestions and rationale (DFO is responsible for tracking and updating the nominations spreadsheet based on your input).
- Please complete by August 8

Many thanks!

Tom

Setting aside time for the HHRA team (and Mary) to review the candidate list of members for the BOSC. We can expand to others...

According to ORD's timeline (attached), the NPD-ships should get the list and provide comments between August 1st - 11th. I'm aiming a little early in that timeframe as I also anticipate that we'll be asked to expedite this review.