




U.S. Chemical Safety and Hazard Investigation Board

Office of General Counsel

Memorandum

To: Chairperson and Board Members

From: Christopher Warner 

Cc: Charles Jeffress
Bea Robinson

Subject: Board Action Report – Notation Item 321

Date: October 6, 2004

On September 27, 2004, the Board approved Notation Item 321, thereby:

1. Authorizing the transfer of up to \$350,000 in unspent funds in the FY 2004 operating budget, that are released before the end of the fiscal year by the office director responsible for such funds, to the *Other Services* category of the operating budget;
2. Authorizing the obligation of the transferred funds to the interagency agreement with BPD that was approved by the Board in Notation Item 314 for the purpose of procuring an IT requirements assessment and a replacement server;
3. Authorizing the obligation to the BPD interagency agreement of the \$58,876 in *Other Services* funds that had been set by Notation Item 314 to provide initial funding for the GSA interagency agreement; and
4. Increasing the maximum authorized value of the BPD interagency agreement to \$704,376.

Voting Summary – Notation Item 321

Disposition: APPROVED

Disposition date: September 27, 2004

	Approve	Disapprove	Calendar	Withhold	Not Participating	Date
Chairperson Merritt	X					10/4/2004
Member Poje	X					9/27/2004
Member Bresland	X					9/27/2004
Member Visscher	X					9/27/2004