

# RESTORATION ADVISORY BOARD



The Restoration Advisory Board (RAB) is designed to provide a forum for effective two-way communication between the community and the New York Air National Guard about the environmental work that is being conducted at Stewart Air National Guard Base. A RAB may only address issues associated with environmental restoration activities.

## What do RAB members do?

RAB members will provide advice to the New York Air National Guard, regulators, and other government agencies on environmental clean-up activities and community involvement by:

- Reviewing and commenting on various technical documents and related site information;
- Attending RAB meetings and discussing and exchanging information regarding site cleanup; and
- Serving as a liaison with the community and providing them with information discussed at the RAB Meetings.

## What is the RAB structure?

The RAB has official members, and meetings are open to the general public. RAB membership should reflect the diverse interests of the community as well as include representation from the Air National Guard, and interested local, state, and federal government agencies. RAB membership is voluntary.

RAB members have equal status except for the two co-chairs. The co-chairs will consist of one Air National Guard representative and one community representative and will serve as equal partners.

The RAB may be run by a facilitator whose role will be to ensure all RAB members have the opportunity to participate in an open, honest, and constructive manner. A facilitator can be a useful tool to help the RAB meetings stay on agenda and ensure they are conducted in accordance with their operating procedures.

# What are the roles and responsibilities?

## Air National Guard (ANG) Co-Chair

- Coordinate with community co-chair to prepare and distribute agendas for meetings.
- Ensure that ANG participates in an open, honest, and constructive manner.
- Attend all RAB meetings (or identify an alternative representative).
- Discuss environmental matters in a manner that will ensure that lay members of the RAB will understand and ensure documents are written in layman's terms when possible.
- Ensure RAB members have the opportunity to provide input.
- Ensure community issues and concerns related to restoration are addressed when raised.
- Ensure documents distributed to the RAB are made available to the general public.
- Ensure an accurate list of interested parties is developed and maintained.
- Provide relevant policies and guidance documents to the RAB.
- Ensure that adequate administrative support is provided to the RAB.
- Refer issues not related to restoration to the appropriate officials.
- Ensure RAB members receive necessary training.

## Community Co-Chair

- Coordinate with installation co-chair and community member to prepare agenda.
- Ensure that all RAB community members have the opportunity to participate in an open, honest, and constructive manner.
- Ensure that community issues and concerns related to restoration are raised.
- Coordinate with installation co-chair to ensure that periodic training assessments are conducted and training needs are met.
- Assist with dissemination of information to the general public.
- Report back to the community, and coordinate with other RAB members to ensure that they are adequately representing segments of the community at RAB meetings.

## Community Members

- Attend meetings.
- Provide individual input in an open, honest, and constructive manner.
- Represent and communicate community concerns to the RAB.
- Act as a conduit for the exchange of information.
- Review, evaluate, and comment on documents and other materials related to restoration.
- Represent and communicate RAB issues to the community.

## Government Members

- Attend meetings.
- Serve as a referral and resource on restoration.
- Review documents and other materials related to restoration.
- Ensure that state and local environmental standards and regulations are identified and addressed by ANG.
- Facilitate flexible and innovative resolutions of environmental issues and concerns.
- Assist in education and training for RAB members.

## Members of the Public

- Participate in RAB meetings.
- Observe rules and operating procedures when participating at RAB meetings or interacting with RAB members.
- Ask questions to ensure understanding of RAB activities and impact on the community.