

A meeting of the Recovery Accountability and Transparency Board was held in Washington, D.C, on Friday, May 1, 2009 at 1:00 p.m. and continued until 3:00 p.m.

PRESENT

Board Members:

Earl E. Devaney, Chairman, Recovery Accountability and Transparency Board
Phyllis Fong, Inspector General U.S. Department of Agriculture
Calvin L. Scovel, II, Inspector General U.S. Department of Transportation
Daniel Levinson, Inspector General, US. Department of Health and Human Services
Todd J. Zinser, Inspector General, U.S. Department of Commerce
Mary Mitchelson, Acting Inspector General, U.S. Department of Education
J. Russell George, Treasury Inspector General for Tax Administration
Richard Skinner, Inspector General, U.S. Department of Homeland Security
Glenn A. Fine, Inspector General, U.S. Department of Justice
Eric M. Thorson, Inspector General, U.S. Department of Treasury

Board Staff:

Glen Walker, Executive Director
Eric M. Lippold, Secretary

Proxy Attendee (Non-voting):

John R. Hartman¹, U.S. Department of Energy

Presenter:

Linda Crompton,² CEO and President, BoardSource

By unanimous vote of the members present, the Board approved the minutes of the April 14, 2009 meeting.

The Chairman expressed his view that the development of the Board's governing documents be a collaborative, inclusive, and interactive process, and a part of that process was for BoardSource to conduct informational interviews, either by telephone or in person with individual members to gain a better understanding of each member's individual expectations and role of the Board in terms of mission, roles and responsibilities. Members confirmed they had been contacted by BoardSource, and the Chairman introduced Ms. Crompton to facilitate the discussion on the governance package.

Ms. Crompton stated that the governance package was comprised of four specific deliverables: (1) Mission Statement, (2) Bylaws, (3) Governance Guidelines, and (4) a Code of Conduct. Ms. Crompton then explained that each deliverable was developed with consideration given to the information obtained from the Board member interviews, drafted for further discussion, and would be revised or amended before final adoption at the next Board meeting. Ms. Crompton suggested and members agreed to discuss each document beginning with the mission statement.

¹ Attended on behalf of Gregory Friedman, Inspector General U.S. Department of Energy

² Ms. Crompton facilitated the discussion on the deliverables of the governance package

Following a brief discussion on the purpose of a mission statement, Ms. Crompton presented three potential mission statements for consideration, and a majority of members selected one single mission statement for further revision.

Members suggested substantive changes to both the bylaws and governance guidelines. Ms. Crompton agreed to make the changes and distribute to members in advance of the next meeting.

By unanimous vote of the members present, the Board agreed that a separate code of conduct was unnecessary and any provision not covered by existing Federal regulation could be adequately addressed in the bylaws or governance guidelines.

Members discussed and agreed to add a Director of Communications to the Board staff.

By unanimous vote of the members present, the Board agreed to meet every other Friday afternoon between the hours of 1:00 p.m. and 3:00 p.m., and that the next meeting will be held in the Board's conference room on May 15, 2009.

Eric M. Lippold
Secretary