

Robins Air Force Base Restoration Advisory Board Charter

The Robins Air Force Base (Robins AFB) Restoration Advisory Board (RAB) is an organization entered into by Robins AFB and the citizens of the surrounding communities of Middle Georgia.

I. Purpose and Function of RAB

- a. The purpose of the RAB is to promote community awareness and obtain constructive community review, comment, and input on current and proposed environmental restoration actions in association with Robins AFB. The RAB will facilitate communication and disseminate information concerning environmental restoration programs. The RAB serves in an advisory capacity to Robins AFB.
- b. Robins AFB has developed a Community Relations Plan which outlines community involvement in the installation's restoration program. The plan is available on the Air Force Administrative Record public web page (ar.afcec-cloud.af.mil).

II. Membership

- a. The RAB is comprised of a balanced spectrum of citizens from the local community and representatives from the Air Force, the Georgia Environmental Protection Division (Georgia EPD), and Region 4 of the United States Environmental Protection Agency (US EPA). Community members selected for RAB membership should reflect the diverse interests within the local communities. RAB members must reside in, own property in, or serve communities within Middle Georgia.
- b. Members shall serve without compensation. All expenses incident to travel and review inputs shall be borne by the respective members or their organizations.
- c. Members are expected to regularly attend the semi-annual RAB meetings. If a member fails to attend two consecutive meetings without prior notification, the RAB Manager may make contact to determine if he/she is still interested in serving on the Board. Members unable to fully participate shall submit their resignation in writing to either of the RAB Co-Chairs. When a member resigns, that member may recommend to the Board a replacement for consideration.
- d. Parties potentially interested in RAB membership identified through nomination or through posting of a Public Announcement will be provided a Community Interest Application Form with a cover letter describing the function of the RAB and RAB membership responsibilities. Selection and approval of new RAB members is the responsibility of the Installation and Community Co-Chairs. The RAB Manager is the focal point for the RAB membership selection process and supports the Co-chairs.
- e. Members should be willing to communicate with local community members and groups interested in specific Base environmental restoration issues. Members will serve

Robins Air Force Base
Restoration Advisory Board Charter

as a direct and reliable conduit for information flow to and from the community. To improve communication between the public and the RAB, member names, addresses, and telephone numbers are posted on the Robins AFB public web page along with a copy of this charter.

III. RAB Structure

- a. A designated Robins AFB representative and a community member shall co-chair the RAB. Responsibility for presiding over each meeting alternates between the Co-Chairs. Management of the RAB shall be the responsibility of the RAB Manager.
- b. The Community Co-Chair will be selected by a majority vote of the RAB community members. The RAB Community Co-Chair will serve a three-year term and may serve more than one term.
- c. The RAB shall meet semi-annually as a minimum, normally at an off-base location. More frequent meetings may be held if deemed necessary.
- d. Meeting agenda topics will be compiled by the RAB Manager and provided to the Installation Co-Chair. Suggested topics can be recommended by the RAB membership on the meeting evaluation form. The RAB Manager is responsible for notification to RAB members of the upcoming agenda, date, time, and place of scheduled RAB meetings. All RAB meetings held off-Base will be open to the general public and news media.
- e. RAB members will review, discuss, and provide comments on a wide variety of environmental restoration topics and issues. Meeting minutes and a Fact Sheet documenting presentations, discussions, and comments will be recorded and disseminated to members for review by the RAB Manager. Meeting minutes will include a list of all attendees and will be approved by a majority vote of RAB members.

IV. Effective Date and Amendments

- a. The effective date of this charter is the date that the Co-Chairs sign this document. This charter may be amended by a majority vote of members present at the meeting following the one in which the amendment was proposed.

V. Signatories to the RAB Charter

IN WITNESS WHEREOF, we have set our hand this 14th day of March, 2024.


Mr. Heyward Singleton
Installation Co-Chair


Dr. Linda A. Smyth
Community Co-Chair