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CLEAN II TRANSMITTAL/DELIVERABLE RECEIPT

Contract No. N-68711-92-D-4670 Document Control No. CTO-0063/0135

File Code: 0216.1

TO: Commanding Officer DATE: September 20, 1995  
MCAS Tustin CTO#: 063  
Attention: Headquarters, Building 4  
Desire Chandler, Code 2AS  
P.O. Box 105001  
Santa Ana, California 92710-5001

FROM: *Amy M. Schwartz*  
Amy M. Schwartz, CTOL, CTO-0063

DESCRIPTION: MCAS Tustin & MCAS El Toro  
Restoration Advisory Board Membership Recruitment

TYPE:  Contract Deliverable  CTO Deliverable  Request for Change/Project Note

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# Bechtel

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CLEAN II Program  
Bechtel Job No. 22214  
Contract No. N68711-92-D-4670  
File Code: 0216.1

**IN REPLY REFERENCE: CTO-0063/0135**

September 20, 1995

Commanding Officer  
MCAS Tustin  
Headquarters, Building 4  
P.O. Box 105001  
Santa Ana, California 92710-5001

Attention: Desire Chandler, RPM  
Code 2AS

Subject: MCAS Tustin & MCAS El Toro  
Restoration Advisory Board Membership Recruitment

Dear Desire:

Per our conversation on 30 August regarding membership recruitment for both the MCAS Tustin and MCAS El Toro Restoration Advisory Boards, I have outlined a few activities to support this effort. In order to minimize the use of resources, I have combined Activities 1 and 2 with ongoing community relations tasks. Several activities will need to be developed and implemented independently, as outlined in the attached plan.

I look forward to your consideration of this recruitment plan and will wait on your further direction prior to implementing Activity 3.

Very truly yours,



Amy M. Schwartz  
CTOL, CTO-0063

Attachments



**MCAS EL TORO & MCAS TUSTIN**  
**Restoration Advisory Board Member Recruitment Plan**  
*Attachment A*

To support a limited RAB membership recruitment campaign, the following activities have been outlined for implementation in September and October, 1995. (Current RAB members are serving two year terms set to expire in August 1996; at this time, the recruitment will be more extensive and conducted formally, according to DoD guidelines.)

**Activity 1 Dedicated Recruitment Public Notice**

A public notice announcing opportunities for MCAS El Toro RAB membership during the fall 1995 has been developed and submitted for publication by Charly Wiemert, at the direction of Joseph Joyce (Attachment B). At this time, a public notice dedicated to this recruitment has not been developed for MCAS Tustin, however, with the approval of the MCAS Tustin BEC, this activity can be completed. Contractor resources required for this activity are minimal. Newspaper publication expenses will be considerable.

**Activity 2 General Meeting Public Notice**

The required notice published in local newspapers to announce regular RAB meetings will include membership information and encourage people to attend the upcoming meetings. The 28 September MCAS El Toro RAB public notice was approved by Joseph Joyce on 14 September (Attachment C) and will appear in newspapers on 21 September. The notice also was included in the regular pre-meeting package mailed to the RAB mailing list. The notice for the October or November MCAS Tustin RAB meeting also will include similar information and be published and distributed in this manner. Contractor resources required for this activity are minimal as development of RAB public notices are a regular task under CTO-063.

RAB membership applications will be made available at the meetings for interested individuals.

**Activity 3 Recruitment Mailer**

A recruitment mailer will be developed for each base to promote participation, describe member functions and the selection process, and provide brief background information on the MCAS Tustin and MCAS El Toro RABs. This will be mailed to the general community mailing lists and the current RAB mailing lists for each base. The mailer will

include a mailing coupon if recipients wish to be added to the RAB mailing list or receive a membership application. It will also provide an opportunity for recipients to provide the Marine Corps/Navy with referrals to other community members who may be interested in environmental restoration activities. Contractor resources are required to develop and produce (photocopy) the mailer, support mailing and distribution activities, and conduct follow up activities on responses to the mailing.

*Attachment B***PUBLIC NOTICE****MARINE CORPS AIR STATION EL TORO  
OPEN APPLICATION FOR  
RESTORATION ADVISORY BOARD (RAB)  
MEMBERSHIP**

On July 2, 1993, President Clinton announced a Five-Point Plan to speed the economic recovery of communities where military bases are slated to close. A major element of the President's program is the establishment of a Restoration Advisory Board (RAB) at closing bases. The RAB is intended to improve public participation by involving the community in the decision-making process during the ongoing environmental studies, including the Installation Restoration Program.

The existing RAB for Marine Corps Air Station (MCAS El Toro) was established on April 28, 1994 and includes community members who reflect the diverse interests of the local community. In accordance with the RAB's "Mission Statement and Operating Procedures", open application for RAB membership vacancies takes place once a year. This process began September 1, 1995.

RAB members have the opportunity to provide input on the Environmental Cleanup Program using the Comprehensive Environmental Response Compensation Liability Act (CERCLA) process. RAB members are asked to review, evaluate, and comment on technical documents related to the ongoing environmental clean-up activities. Members are asked to attend all meetings which take place once a month, and participate in a subcommittee to review and comment on cleanup documents. Also, members are asked to serve as a liaison between the community and the RAB and be available to meet with community members and/or groups.

The next RAB meeting will be held at the following location:

Thursday, September 28, 1995  
Irvine City Hall  
1 Civic Center  
Irvine, California  
7:00 p.m. to 9:00 p.m.

RAB applications and additional information can be obtained at the meeting or by contacting:

Ms. Charly Wiemert  
AC/S, Environment (1AU)  
MCAS El Toro  
P.O. Box 95001  
Santa Ana, CA 92709-5001  
(714) 726-2840

*Attachment C*

**MARINE CORPS AIR STATION (MCAS) EL TORO  
PUBLIC NOTICE  
RESTORATION ADVISORY BOARD (RAB) MEETING  
and  
RAB Membership Open Application**

**THURSDAY, SEPTEMBER 28, 1995**

**7:00 p.m. - 9:00 p.m.**

**Irvine City Hall**

**Conference and Training Center**

**Multipurpose Room L102**

**One Civic Center Plaza**

**Irvine, California.**

**Topics of discussion at this meeting will include:**

**Regulatory Agency Comments on Installation Restoration Program Documents; Environmental Investigation Status Report; Superfund Reauthorization Bill; and Restoration Advisory Board Recruitment**

To expand public participation opportunities in the environmental cleanup program at MCAS El Toro, the Marine Corps is encouraging all interested individuals to participate as members of the Restoration Advisory Board. The Board is composed of community members who reflect the diverse interests of the local community. Members meet monthly and review and comment on technical documents and plans relating to the ongoing environmental investigations and cleanup activities. Applications for RAB membership will be available at the meeting.

**All members of the interested public are welcome!**

**Additional information can be obtained by contacting:**

**Commanding General, AC/S, Environment 1AU**

**Ms. Charly Wiemert, IRP Department,**

**MCAS El Toro, P. O. Box 95001**

**Santa Ana, CA 92709-5001 (714) 726-2840**