

**MEETING MINUTES**

Meeting Subject:  CTOs 015, 016, & 026 Kickoff Meeting	Meeting Date: October 15, 1993  Meeting Time: 9:00AM - 11:00AM	N60258.000762 NSY LONG BEACH SSIC #5090.3						
Attendees: (*Part Time) <table border="0" style="width: 100%;"> <thead> <tr> <th data-bbox="162 493 535 535"><u>Navy</u></th> <th data-bbox="535 493 941 535"><u>Bechtel</u></th> <th data-bbox="941 493 1453 535"><u>Other</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="162 567 535 861">           Duane Rollefson            Lt. Alex Miclat            LCDR Kevin Barre            Joseph Joyce            Alan Lee            C. Anna Ulaszewski            Al Hurt            CMDR Jennings*         </td> <td data-bbox="535 567 941 829">           John Kluesener            Susan Livenick            Ed Morelan            Krish Kapur            Aklile Gessesse*            Oksana Semkiw*            Walter Remsen         </td> <td data-bbox="941 567 1453 934">           Jenny Au, LARWQCB            Hugh Marley, LARWQCB            Alvaro Gutierrez, DTSC            Claire Best, DTSC            Albert A. Arellano DTSC            Craig O'Rourke, DTSC            Arnand Rege, DTSC            Allen Winans, DTSC            Rich Davidson, Port of L.A.*            Betsy Mitchell, Port of L.A.*         </td> </tr> </tbody> </table>			<u>Navy</u>	<u>Bechtel</u>	<u>Other</u>	Duane Rollefson Lt. Alex Miclat LCDR Kevin Barre Joseph Joyce Alan Lee C. Anna Ulaszewski Al Hurt CMDR Jennings*	John Kluesener Susan Livenick Ed Morelan Krish Kapur Aklile Gessesse* Oksana Semkiw* Walter Remsen	Jenny Au, LARWQCB Hugh Marley, LARWQCB Alvaro Gutierrez, DTSC Claire Best, DTSC Albert A. Arellano DTSC Craig O'Rourke, DTSC Arnand Rege, DTSC Allen Winans, DTSC Rich Davidson, Port of L.A.* Betsy Mitchell, Port of L.A.*
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Additional Distribution (In Addition to Attendees)								

Description of Discussion/Action Items: (Page 3)

#### Background:

This meeting served as the kick-off for CTOs 015, 016, and 026 regarding the RI/FS activities to be performed at the Naval Station Long Beach (NAVSTA), as well as for the Facilitywide Investigation to be performed at the Long Beach Naval Complex.

#### Discussion items to note included:

- Lead regulatory oversight within the Cal-EPA Dept. of Toxic Substances Control (DTSC) will shift to the Base Closure Branch, as led by Albert Arellano, within a few weeks. Accordingly, Alvaro Gutierrez will take over for Craig O'Rourke regarding the DTSC NAVSTA project management. Other technical support personnel within the DTSC will remain the same.
- Craig O'Rourke will continue regulatory oversight for the project until the DTSC transition is complete, which is expected to take several weeks. He will remain the regulatory point-of-contact until DON is formally notified.

- Walter Remsen presented the draft schedules for CTOs 015, 016, and 026. He emphasized that these projects will be executed in unison, and that the milestone dates for the major deliverables were the same for each.
- Walter Remsen explained that if alterations were required regarding the approved CLEAN I RI/FS workscope, such changes would be accomplished through technical memoranda.
- Ed Morelan gave an overview of CTO 015, which consists of sites 1 through 4.
- Ed Morelan presented the Preliminary Schedule For RI/FS Field Investigation for CTOs 015, 016, and 026. This schedule included timeframes when input will be required from either DON and/or the regulatory agencies so that the related project deadlines can be met. Ed Morelan asked for comments from meeting attendees. It was agreed that comments would be FAXed to Krish Kapur at Bechtel.
- Anna Ulaszewski said that piping/underground utility diagrams could be obtained from Tideland Oil Co. She will arrange for a point-of-contact between Bechtel and Tideland.
- A suggestion was made by DTSC that a summary of weekly project activities be prepared for submittal to both DON and DTSC.
- Duane Rollefson volunteered as the point-of-contact regarding establishing arrangements with DON for having their divers perform the underwater survey of the Mole in the vicinity of Sites 3 and 4.
- As a means of potential cost savings, LCDR Barre suggested that vacant NAVSTA buildings might be suitable as Bechtel field staging facilities in lieu of trailer rentals.
- Alan Lee requested that the pre-draft review period for the RI/FS report be extended to 45 days from the typical 30 days, based on the anticipated length of the document. Bechtel mentioned that it hopes to issue an early pre-draft of the RI report for initial review during the third quarter of 1994.
- Al Hurt mentioned that it was helpful to have key input timeframes color-coded on the CTO Project Schedules, as was done in preparation for this meeting.

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Item No	Description of Discussion/ Actions Items	Responsible Individual	Due Date
1	Provide comments to Bechtel regarding the detailed project schedule, as well as for the milestones presented in the Preliminary Schedule for the RI/FS Field Investigation.	All Attendees	
2	Arrange for a point-of-contact with Tideland Oil Co. regarding underground utility maps.	Anna Ulaszewski	