

**ENVIRONMENTAL OFFICE
NAVAL TRAINING CENTER
33502 DECATUR ROAD, SUITE 120
SAN DIEGO, CALIFORNIA 92133-1449**

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22 February 1994

RESTORATION ADVISORY BOARD

AGENDA

DATE: Tuesday evening, 22 February 1994
TO: 7:00 - 8:00 PM
LOCATION: NAVAL TRAINING CENTER, SUPPORT CENTER, BLDG. #623
(Enter NTC Gate 1 at Lytton & Barnett, maps to
bldg. will be available from gate guard.)

7:00-7:15 WELCOME & INTRODUCTIONS (BEC/BCT)
BRIEF OVERVIEW -- Agenda & Meeting Objectives
BRIEF REVIEW OF FIRST RAB MEETING - handout available

7:15-7:45 INTRODUCE RAB CO-CHAIR NOMINEES

7:45-7:50 RAB CO-CHAIR VOTE

7:50-7:55 VOTE COUNTING/BREAK

7:55-8:00 VOTE RESULTS/CO-CHAIR ESTABLISHMENT

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Subject: RESTORATION ADVISORY BOARD MEETING MINUTES

1. **Location:** Naval Training Center, Building #623
2. **Date and Time of Meeting:** February 22, 1994, 7:00-8:00 p.m.
3. **Opening Remarks:**
 - o Phill Dyck, BRAC Environmental Coordinator (BEC) for NTC, called the meeting to order, welcomed the attendees, thanked them for their participation, and stressed the importance of community involvement as NTC proceeds with its environmental restoration program.
4. **Announcements:**
 - o Mr. Dyck announced that the meeting objective was for the election of a RAB Community Co-Chair. He also announced that all members of the public can attend RAB meetings, review documents, and supply comments to the Navy, even if they are not RAB members.
5. **Presentation:**
 - o Mr. Dyck read the list of names submitted through February 9, 1994, for nomination to the position of Community Co-Chair. During the reading of this list, the nominees were given a chance to withdraw their candidacy, and several did so. In addition, with no objection from RAB members, it was decided that those nominees not present would be withdrawn from nomination. Nominees then spoke briefly on why they wanted to be Co-Chair and what qualifications they possessed for the position. Those candidates were:
 - Rick Adcock
 - William Bush
 - Richard Cooper
 - James Durbin, Jr.
 - William Gaines
 - William Hembury

- William Holben
- Julius Orsak
- Michael Patton
- John Walton
- Christopher Zopatti

A vote was taken for the Community Co-Chair. The winner of the vote, and Community Co-Chair, was Mr. James Durbin Jr.

6. Other Items:

- o Mr. Dyck discussed the location of the information repository and the RAB members requested that the location be changed or that a secondary file with only executive summaries be placed in the neighborhood public library versus the central library.
- o Mr. Dyck proposed that all future meetings be held in the same location and the RAB members were in favor of the proposal.
- o Mr. Dyck proposed that the RAB meet once a month and the RAB members agreed and set a time limit of one and a half hours per meeting with the fourth Tuesday of each month being the set day for all meetings.
- o Mr. Dyck, with RAB agreement, set March 22, 1994, at 7:00 p.m. as the next RAB meeting and the meeting was adjourned at 8:26 p.m.

**RESTORATION
ADVISORY
BOARDS**

DOD'S DERP POLICY

- **INVOLVE THE LOCAL COMMUNITY IN THE CLEANUP EFFORT AS EARLY AS POSSIBLE AND THROUGHOUT THE PROCESS**
- **ESTABLISH COMMUNICATION CHANNELS WITH REPRESENTATIVES OF THE COMMUNITY**
- **MAKE INFORMATION ON ACTIVITIES AVAILABLE IN A TIMELY MANNER**
- **PROVIDE OPPORTUNITIES FOR PUBLIC COMMENT ON DOCUMENTS**
- **ESTABLISH RABS WHERE THERE IS SUFFICIENT INTEREST**

RAB RESPONSIBILITIES DOD DRAFT DERP MANAGEMENT GUIDANCE 94/95/96

- **PROVIDE ADVICE TO NAVY/REGULATORS**
- **CONDUCT REGULAR MEETINGS OPEN TO PUBLIC**
- **KEEP MEETING MINUTES**
- **DEVELOP AND USE A MAILING LIST**
- **REVIEW AND EVALUATE DOCUMENTS**
- **IDENTIFY PROJECT REQUIREMENTS**
- **RECOMMEND SITE/PROJECT PRIORITIES**
- **IDENTIFY APPLICABLE STANDARDS**
- **PROPOSE CLEANUP LEVELS BASED ON LAND USE**

GOALS OF RABS

- **DEVELOP CONSENSUS
RECOMMENDATIONS**
- **IMPROVE DECISION MAKING PROCESS**
- **REFLECT PRIORITIES AND CONCERNS OF
STAKEHOLDERS**

PURPOSE OF RABS

- **ACT AS A FORUM FOR DISCUSSION AND EXCHANGE OF INFORMATION BETWEEN AGENCIES AND THE COMMUNITY**
- **PROVIDE AN OPPORTUNITY FOR STAKEHOLDERS TO REVIEW PROGRESS AND PARTICIPATE IN DECISION MAKING PROCESS**

NAVY POLICY

- **ESTABLISH RABS AT ALL INSTALLATIONS IN THE ENVIRONMENTAL RESTORATION PROGRAM**
- **EXPAND EXISTING TRCS TO INCLUDE ADDITIONAL COMMUNITY REPRESENTATIVES**
- **ESTABLISH NAVY AND COMMUNITY CO-CHAIRS FOR ALL RABS**
- **OPEN MEETINGS TO THE PUBLIC**
- **KEEP RABS FOCUSED ON ENVIRONMENTAL RESTORATION/CLEANUP**

MEMBERSHIP OF RAB

- **INSTALLATION**
- **ENGINEERING FIELD
DIVISION/ENGINEERING FIELD ACTIVITY**
- **ENVIRONMENTAL PROTECTION AGENCY**
- **STATE ENVIRONMENTAL ORGANIZATION**
- **LOCAL GOVERNMENTS**
- **REPRESENTATIVES OF COMMUNITY
INTERESTS OR GROUPS**
- **INTERESTED INDIVIDUALS**

SELECTING CO-CHAIRS

- **NAVY CO-CHAIR**
 - APPOINTED BY THE INSTALLATION CO
- **COMMUNITY CO-CHAIR**
 - SELECTED BY THE COMMUNITY MEMBERS
 - USE PROCESS ESTABLISHED BY THE COMMUNITY MEMBERS
 - HAVE THE COMMUNITY MEMBERS ESTABLISH THE TERMS AND CONDITIONS FOR COMMUNITY CO-CHAIR

RESPONSIBILITIES OF COMMUNITY CO-CHAIR

- **ENSURE THAT COMMUNITY ISSUES AND CONCERNS ARE BROUGHT TO THE TABLE**
- **ASSIST IN COMMUNICATING TECHNICAL INFORMATION TO STAKEHOLDERS**
- **ASSIST IN DISSEMINATING INFORMATION TO THE PUBLIC**
- **COORDINATE WITH THE NAVY CO-CHAIR TO PREPARE AND DISTRIBUTE AN AGENDA PRIOR TO EACH MEETING**
- **WORK WITH THE NAVY CO-CHAIR TO REVIEW AND DISTRIBUTE THE MINUTES**

RESPONSIBILITIES OF NAVY CO-CHAIR

- **ENSURE NAVY CONSIDERS AND RESPONDS TO COMMENTS**
- **ENSURE COMMUNITY MEMBERS ARE GIVEN ADEQUATE TIME TO PRESENT CONCERNS**
- **CO-ORDINATE WITH THE COMMUNITY CO-CHAIR TO PREPARE AND DISTRIBUTE AN AGENDA PRIOR TO EACH RAB MEETING**
- **ADVERTISE MEETINGS**
- **PROVIDE ADMINISTRATIVE SUPPORT FOR THE RAB**
- **BE RESPONSIBLE FOR THE MINUTES**

RESPONSIBILITIES OF NAVY CO-CHAIR (CONT.)

- **REFER NON-CLEANUP ISSUES TO APPROPRIATE NAVY OFFICIALS**
- **WORK WITH COMMUNITY CO-CHAIR TO ESTABLISH A PROCESS FOR PUBLIC REVIEW OF DOCUMENTS**
- **PUBLISH THE PROCESS FOR PUBLIC REVIEW AND COMMENT**
- **PROVIDE DRAFT COMMENTS TO RAB**
- **PUBLISH THE REQUIREMENTS AND TERMS OF COMMUNITY MEMBERS AFTER THEY ARE DETERMINED BY TRC, STEERING COMMITTEE, OR OTHER**

RAB MEETINGS

- **OPEN RAB MEETINGS TO THE PUBLIC**
- **SELECT TIME AND PLACE FOR MEETINGS TO PERMIT PUBLIC ATTENDANCE**
- **ANNOUNCE MEETINGS IN ADVANCE THROUGH ANNOUNCEMENTS IN LOCAL NEWSPAPERS AND MAILINGS TO PARTIES ON THE MAILING LIST**
- **DISTRIBUTE MINUTES TO RAB MEMBERS**
- **HAVE RAB MEMBERS ESTABLISH PROCEDURES FOR THE CONDUCT OF THE RAB MEETINGS**

MAINTAIN FOCUS

- **RELY ON CO-CHAIRS TO FOCUS MEETINGS**
- **PREPARE AGENDAS IN ADVANCE**
- **REFER NON-ENVIRONMENTAL ISSUES TO APPROPRIATE NAVY OFFICIALS**
- **ESTABLISH SUB-COMMITTEES AS NEEDED**
 - **INVESTIGATE TECHNICAL ISSUES IN DEPTH**
 - **PREPARE SPECIAL REPORTS**
 - **PREPARE BULLETINS AND SUMMARIZE ACTIVITIES**

PRESIDENTIAL FIVE STEP PROCESS

JOB CENTERED PROPERTY DISPOSAL

FAST-TRACK CLEANUP

TRANSITION COORDINATOR

EASY ACCESS TO TRANSITION AND REDEVELOPMENT HELP

LARGER ECONOMIC DEVELOPMENT PLANNING GRANTS

BCP FIVE STEP PROCESS

- ▶ **FORM BRAC CLEANUP TEAM/PROJECT TEAM**
- ▶ **CONDUCT BOTTOM-UP REVIEW**
- ▶ **COMPILE AND ADOPT RECOMMENDATIONS**
- ▶ **ASSEMBLE BCP**
- ▶ **EXECUTE AND MAINTAIN BCP**

NAVY ENVIRONMENTAL POLICY MEMORANDUM 93-03 15 SEP 1993

▶ **ESTABLISH BCTs**

▶ **ACCELERATE NEPA ANALYSIS**

▶ **IMPROVE PUBLIC INVOLVEMENT IN ENVIRONMENTAL
CLEANUP**

▶ **FINDING OF SUITABILITY TO LEASE (FOSL)**

▶ **CERFA COMPLIANCE**

BRAC CLEANUP TEAM (BCT)

Decision Making Body

- **BRAC ENVIRONMENTAL
COORDINATOR (BEC)**
- **EPA MEMBER**
- **STATE MEMBER**

BRAC PROJECT TEAM

Technical Body

- **INSTALLATION RPM
(if different from BEC)**
- **EPA/STATE REPS**
 - RPMS**
 - OTHER RESTORATION
COMPLIANCE**
 - NATURAL/CULTURAL RESOURCES**

BRAC PROJECT TEAM
(continued)

● **OTHER NAVY REPS**

ACTIVITY
CLAIMANT
CNO
EFD

● **DOD BRAC TRANSITION
COORDINATOR (BTC)**

● **CONTRACTOR**

● **REGULATORS**

RPMS
OTHER RESTORATION
COMPLIANCE
NATURAL/CULTURAL RESOURCES
REUSE

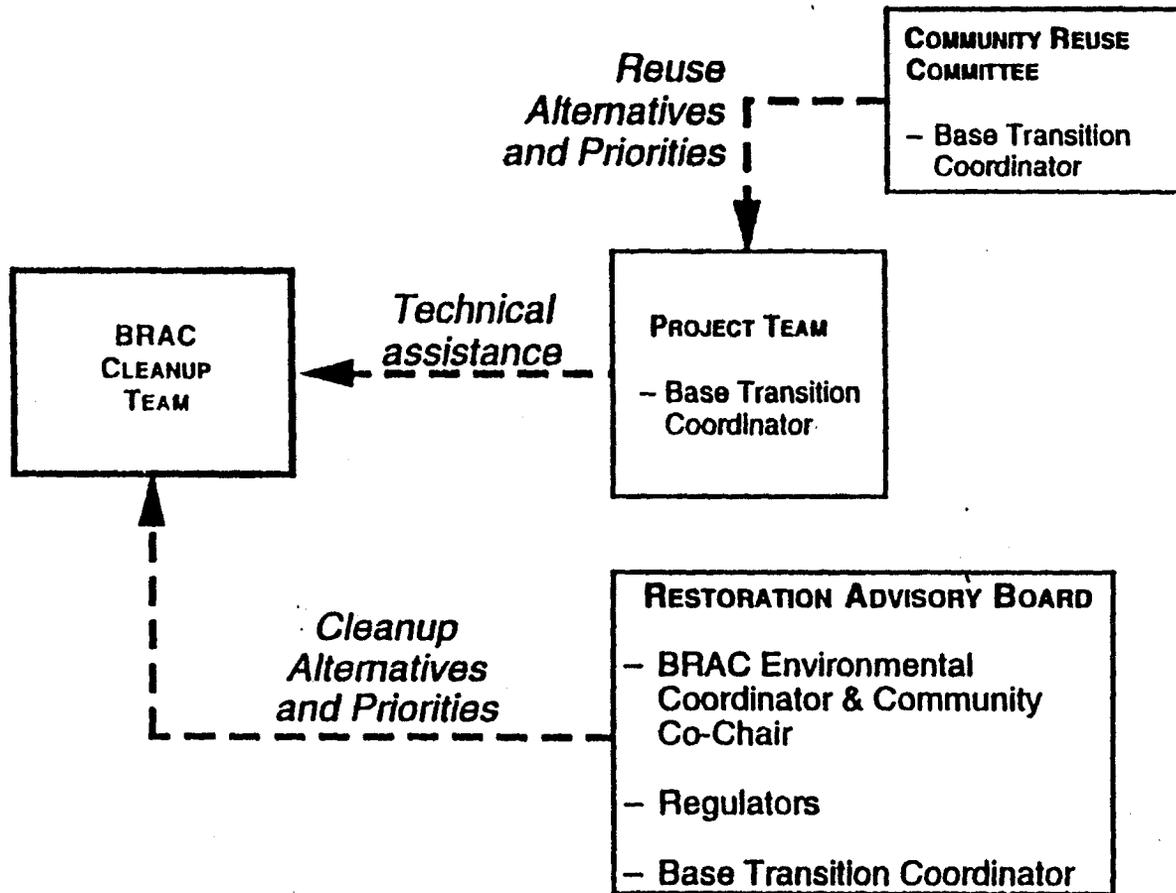


Figure 2-2
BRAC Cleanup Team Relationships to Other Disposal and Reuse Entities