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PARTNERING TEAM MEETING MINUTES 35 6 FEBRUARY 2001 NAS OCEANA VA
2/6/2001
PARTNERING TEAM

**FEBRUARY 6, 7, 8, 2001
PARTNERING MEETING NUMBER 35
WPNSTA YORKTOWN/CHEATHAM ANNEX/NAS OCEANA**

LOCATION: SOMERSET, PA

MEETING MANAGER: Mr. Scott Park/Tim Reisch
RECORDER: Mr. Rich Hoff
TIMEKEEPER: Mr. Jeff Harlow
MEETING HOST: Mr. Rich Hoff
FACILITATOR: Mr. Bob Stroud/Mr. Jack Robinson

The thirty-fifth formal WPNSTA partnering meeting was held on February 6, 7 and 8, 2001 at Somerset, PA. The focus of the meeting continues to be activity-related work priorities, ecological risk, Records of Decision (Sites 4, 21 and 22), team partnering skills and team facilitation. In addition to WPNSTA Yorktown related work, IR work issues at Cheatham Annex (CAX) were also added to this meeting.

Metrics

Metrics remained the same during this meeting. Metrics for FY 2001 investigative work at WPNSTA and the remediation of CAX Site 1 and investigative actions at CAX were discussed. Emphasis shifts to the work at CAX and obligation of construction and IR dollars for FY 2001. Completion of PRAPs and RODs for sites 4, 21 and 22 were prioritized. Long-term monitoring at WPNSTA Yorktown also continues to be a priority.

Meeting Accomplishments

The following items/issues were accomplished during this partnering meeting:

- Sites 4, 21 and 22 ROD issues;
- Schedules for Sites 4, 21 and 22 WPNSTA;
- Ecological Risk Assessment issues;
- Consensus regarding pre-remedial trench work at CAX Sites 1, 4 and AOC 2;
- Groundwater Operable Unit approach for groundwater and surface water RODs;
- Self-facilitation continues.

All partnering topics presented in the February meeting agenda were discussed with the exception of additions to the parking lot.

**FEBRUARY 6, 7, 8, 2001
PARTNERING MEETING NUMBER 35
WPNSTA YORKTOWN/CHEATHAM ANNEX/NAS OCEANA**

MEETING SUMMARY (continued)

Remaining Issues

The following issues/items were not resolved during the December partnering meeting:

- Date for partnering Team CAX site visit;
- Groundwater Conference opportunities;
- Background data compilation by Baker is still incomplete and is likely to remain so until later in the year when all other priorities are met. Also, CAX background studies may be conducted in FY2001 including statistical evaluations of background surface soil and shallow groundwater concentrations.

Please see the attached parking lot items posted for this meeting.

See you at the March partnering meeting!

FEBRUARY MEETING ATTENDANCE SHEET

NAME	ORGANIZATION
Bob Stroud	EPA Region III
Scott Park	LANTDIV NTR
Jeff Harlow	WPNSTA Yorktown
Tim Reisch	LANTDIV NTR
John McCloskey	FWS
Peter Knight	USEPA BTAG (by phone 2/7 and 2/8)
Stacie Driscoll	Tier II (by phone 2/7)
Ed Corl	LANTDIV Ecological Specialist
Jennifer Davis	LANTDIV NTR
Jayanti Sachdev	CH2M Hill
Jack Robinson	CDM
Steve Mihalko	Commonwealth of Virginia DEQ
Rich Hoff	Baker Environmental
Holly Rosnik	CH2M Hill
Steve Petron	CH2M Hill

FEBRUARY 6, 7, 8, 2001
PARTNERING MEETING NUMBER 35
WPNSTA YORKTOWN/CHEATHAM ANNEX/NAS OCEANA

ACTION ITEMS/CONSENSUS

Item	Responsibility	Outcome	A/C	Date
Prepare for Site Visits	J. Harlow/S. Park/R. Hoff	Prepare agenda maps for site visits	A	2/16 Complete
DSMOA Mid-Course Correction	S. Mihalko/S. Park	Steve will coordinate with appropriate parties, arrange meeting to discuss	A	3/22
Call Laurel on	S. Park/R. Hoff	Lock in her attendance Meeting Date for Cacapon 10/23-10/25 (Can we go "direct" to reduce cost)	A	3/13
Groundwater Work Shops	B. Stroud	Check with Bruce Rundell about potential work shop/conference opportunities	A	3/13
Action Item/Consensus	Team	Add a 30 minute A/C review item on schedules	A	∞
AOC 2 (CAX)	S. Park/J. Harlow/S. Mihalko/J. Davis/B. Stroud	Agree to keep as AOC in accordance with WPNSTA FFA	C	
NORM!	S. Park/J. Davis	Check with norm people concerning AOC 2/Site 14	A	2/21
First Groundwater OU (1, 6, 24)	Team	<ul style="list-style-type: none"> • Agree to size of OU • General agreement on scope of work FY 2001 • Introduce concept to Tech. Team Members 3/1 	C	
GW OU Mapping	R. Hoff	Generate an OU map and directory of how the OU approach will work considering baseline LTM work at 1, 3, 6, 7 (24-25 as planned)	A	3/15 5/1
Comments on Site 1 RI/FS CAX	B. Stroud/S. Mihalko	Provide comments to LANTDIV on CAX Site 1 Reports	A	2/28 Complete
LUC Language in ROD	R. Hoff/F. Fritz	Develop language for ROD that triggers LUCIP 90-days after the RA Closeout	A	Date TBD

PARK
LOT

**FEBRUARY 6, 7, 8, 2001
PARTNERING MEETING NUMBER 35
WPNSTA YORKTOWN/CHEATHAM ANNEX/NAS OCEANA**

Item	Responsibility	Outcome	A/C	Date
		Report. Add to 4, 22 ROD		

**ACTION ITEMS/CONSENSUS
DAY 2-COMBINED**

Item	Responsibility	Outcome	A/C	Date
Partnering Training	T. Reisch	Schedule Jayanti for formal partnering training	A	ASAP
Tier I Partnering Del.	R. Hoff	Provide Jennifer and Jayanti with the Tier I partnering deliverable	A	3/1
Meyers-Briggs	S. Park/T. Reisch	Get Meyers-Briggs results for Jennifer. Have Jayanti take Meyers-Briggs	A	3/14
Conference Call	Team	Establish agenda for March Partnering	A	3/5 @ 10:00 a.m.

**FEBRUARY 6, 7, 8, 2001
PARTNERING MEETING NUMBER 35
WPNSTA YORKTOWN/CHEATHAM ANNEX/NAS OCEANA**

**WPNSTA YORKTOWN/NAS OCEANA
PARKING LOT ISSUES**

- WPNSTA – Site 6 Wetland Design Items. Site Visit, Recon and Brainstorm with BTAG.
- Review WWTPs – Consensus on IR Sites.
- Team/Technical visit to Cheatham Annex
- Ecological Risk Assessment Concept for CAX
- Groundwater Conference Opportunities
- PRAP Presentation to EPA 2, 8, 18, SSA 14

**FEBRUARY 6, 7, 8, 2001
PARTNERING MEETING NUMBER 35
WPNSTA YORKTOWN/CHEATHAM ANNEX/NAS OCEANA**

**COMMONWEALTH OF VIRGINIA
TCLP ISSUES**

Future sampling plans to characterize TCLP In-situ for cost estimates should be composited from bores/trenches prior to analysis.

- If TCLP fails, reanalysis can be done after excavation for disposal purposes.
- TCLP and analysis should come from the trench and not the bucket – RCRA Issue

**FEBRUARY 6, 7, 8, 2001
PARTNERING MEETING NUMBER 35
WPNSTA YORKTOWN/CHEATHAM ANNEX/NAS OCEANA**

**Current 8 Step Ecological Risk Assessment Process
February, 2001**

- Step 1 Screening-Level Problem Formulation
- Step 2 Screening-Level Exposure Estimate and Risk Calculation
- Step 3 Baseline Risk Assessment Problem Formulation
- Step 4 Study Design and DQO's
- Step 5 Field Verification and Sampling Design
- Step 6 Site Investigation and Analysis Phase
- Step 7 Risk Characterization
- Step 8 Risk Management

The Devil is in the details!

We can do a better job as a Team!

FEBRUARY 6, 7, 8, 2001
PARTNERING MEETING NUMBER 35
WPNSTA YORKTOWN/CHEATHAM ANNEX/NAS OCEANA

ERA DISCUSSION SUMMARY

The Team discussed current ERA process and issues regarding successful implementation of the process. ERA is a process and not a deliverable as may be the Human Health RA. Will require working closely along the way, earlier involvement/attention to the ERA process in work plans. Above all communication with BTAG about the risks and process to find cost effective solutions and better risk management. The following items received consensus in the February discussion:

- **Conduct Steps 1 and 2 (3?) in RI Work Plan**

- Problem Formulation is Critical (site visits)

- Basis for RI Study Design (3?)

- ID Site Specific Work Up-Front

- **Conduct Baseline ERA in RI**

- Risk Characterization should provide the PM with the Risk and Supportive Rationale

- **Meaning of the EQ (HQ) Value:**

- “Potential for Risk Exists”*

- Need supportive W-O-E to Qualify – Risk Management Decision

- **There is and will be some conflict between the science of ecological risk and the role of the manager**

- **Frequency of detection is no basis for ECOC elimination**

- Know spatially how much of the site presents a risk

- Can be used to refine concentrations used in uptake models

- **Risk Management is a part of the “screening level” (steps 1 and 2) risk assessment process**

- This is why Managers must be familiar and involved with the ecological risk assessment process

- Early involvement is necessary as Steps 1 and 2 are the most important!

**FEBRUARY 6, 7, 8, 2001
PARTNERING MEETING NUMBER 35
WPNSTA YORKTOWN/CHEATHAM ANNEX/NAS OCEANA**

Land Use Control Implementation Plans

- **Language Change for Site 6 LUC(IP)**

Section 3iii

.....so that ecological receptors are not exposed to contaminants in underlying soil

- **Site 12 – LUCIP**

Add signage for landfill

Address groundwater contamination

Consensus For LUCIPs by Site (some RODed Sites must be included because of land use control issues):

<u>Site 1</u>	<u>Site 3</u>
Signs Soil Cover Integrity Vegetative Cover (No Trees) Low Spots	<u>No Controls</u> ESD?
<u>Site 17</u>	<u>Site 11</u>
<u>No Controls</u> ESD?	<u>No Controls</u> ESD?
<u>Site 12</u>	<u>Site 4</u>
Signs Soil Cover Integrity (Cracks/Erosion) – Compromise of hybrid cap (20” depth) Vegetative Cover (No Trees) Low Spots	Deferred - action item on how to implement LUCIP to be discussed with Mr. Frank Fritz – EPA ORC.
<u>Site 22</u>	<u>Site 21</u>
No Controls (to date)	No Controls (to date)

**FEBRUARY 6, 7, 8, 2001
PARTNERING MEETING NUMBER 35
WPNSTA YORKTOWN/CHEATHAM ANNEX/NAS OCEANA**

**TECHNICAL APPROACH FOR
GROUNDWATER, SURFACE WATER, SEDIMENT
INVESTIGATIONS/REMEDATION**

2 - POTENTIAL APPROACHES

<u>GW OU</u>	<u>SITE OU</u>
<ul style="list-style-type: none"> • Capture Sites: 1, 3, 6, 7, 11, 17, 24, & 25 • Currently: at least 1-Round of LTM at 1, 3, 6, and 7 Round II RI Data – 1, 3, 6, 7, 11, 17, 24, and 25 	<ul style="list-style-type: none"> • Produce Site Specific Groundwater RODs for: 1, 3 – ROD 6, 7 – ROD 11, 17 – ROD 24 – TBD 25 - TBD

Team Will Continue to Discuss Direction to take with Groundwater/Surface water and Sediment RODs at WPNSTA and Ultimately Cheatham Annex.

*PETE STOKLY
AT EPC CENTER
ON NASA-FLYOVER*

**FEBRUARY 6, 7, 8, 2001
PARTNERING MEETING NUMBER 35
WPNSTA YORKTOWN/CHEATHAM ANNEX/NAS OCEANA**

SITE 4, 21, and 22 SCHEDULE ISSUES

- Public Comment Period To Open January 21, 2001
- Public Meeting February 21, 2001
- Public Comment Period To Close March 6, 2001
 - + can extend by announcement if necessary
 - + extension depends on interest in remedy and draft PRAP by public
 - + Public Meeting will determine the level of public interest
- ROD Submit to EPA March 16, 2001
 - Final ROD by May 1, 2001

PROPOSED SCHEDULE FOR SITES 4, 21, 22

^UBMIT PRELIMINARY DRAFT ROD TO TEAM

FEBRUARY 14, 2001



COMMENTS BY

FEBRUARY 26, 2001

DRAFT ROD 4, 22, & 21

MARCH 1, 2001

Susan/Navy Legal

DRAFT RODs 4, 22, & 21

MARCH 16, 2001

ROD for 21 will closely follow acceptable draft of 4,22 ROD

FINALIZE (Team) MID MAY

MAY 14, 2001

SIGN

JUNE 1, 2001

FEBRUARY 6, 7, 8, 2001
PARTNERING MEETING NUMBER 35
WPNSTA YORKTOWN/CHEATHAM ANNEX/NAS OCEANA

DAY 1 MEETING +/- Δ

+	Δ
Got a lot done for a first day	Lost total focus on +/-Δ. Not necessarily a bad thing. Possibly the sign of a healthy mind.
More productive side-bars	Productive 9.5 hours of partnering but a little much for a first day
Rooms and coordination → better	

FEBRUARY 6, 7, 8, 2001
PARTNERING MEETING NUMBER 35
WPNSTA YORKTOWN/CHEATHAM ANNEX/NAS OCEANA

FACILITATOR FEEDBACK DAY 1

- Good Production
 Some minor sidebars
- Best Discussion – LUCAP
 Also groundwater OU – good exchanges
- First day is always a little slow but this was productive
- No earth shattering Observations – all business and very purposeful meeting

**FEBRUARY 6, 7, 8, 2001
 PARTNERING MEETING NUMBER 35
 WPNSTA YORKTOWN/CHEATHAM ANNEX/NAS OCEANA**

DAY 2 MEETING +/- Δ

+	Δ
Well-managed phone calls, coordinated breaks/times, etc.	Non-interest in Ecological Discussion. Subgroups could be better used.
Well formulated Eco. discussion	
Finished ahead of schedule on Day 2	
Good facilitation/excellent observation list	
John, Peter, Steve and Ed support on ecological risk issues	

FEBRUARY 6, 7, 8, 2001
PARTNERING MEETING NUMBER 35
WPNSTA YORKTOWN/CHEATHAM ANNEX/NAS OCEANA

FACILITATOR FEEDBACK – DAY 2

- Good new member procedure and atmosphere. No reason for fear. Welcomed as part of the team.
 - Team Focus – Light in the morning, more focused toward mid-day - waned in afternoon.
 - Less role sharing/participation – Members need to be more aware of what's going on
 - Introverts introverting and extroverts extroverting – Some topic specific tuning out
 - Few sidebars, no disruptive behaviors
 - Some underlying conflict – issues as statements rather than questions. “You vs. I” Statements evoke defensive responses.
 - Subliminal – Keep disruptions low. Voice tonicity changes – indicates tension. Some interruptions during these conversations
- Adhere to ground rules and achieving consensus. Summary points well handled
- Manage/maintain a living agenda – group is good at this and accomplishing objectives

FEBRUARY 6, 7, 8, 2001
PARTNERING MEETING NUMBER 35
WPNSTA YORKTOWN/CHEATHAM ANNEX/NAS OCEANA

TIER II FEEDBACK

Stacie Driscoll

- Separate Minutes
Plan to combine minutes?
WPNSTA is not being posted – talk to Doug Dronfield or Jayanti about posting on the web page
- 60-70 Attendees for ROD Forum
Hold at Wyndham Hotel
Confirm our reservations
Jayanti, Joe Rozum (Shipyard), Ron Krivan (Camp Peary)
- Get General List of Questions (if any) to Stacey ASAP
- Training Issues – Still Looking for Groundwater Conference Opportunities – Possibly Tri-Services?
- Tier II Meeting – Labs and QAPPs
- Bruce will be at our May meeting
- Stacie will link up for March meeting

**WPNSTA YORKTOWN PARTNERING MEETING NUMBER 36
PROPOSED MARCH AGENDA**

Date	Agenda Item	Leader	Purpose/Goal	Time
3/14 1400 hrs	Eco – Sites 2, 8, 18, SSA 14	Rich/Peter	Determine Status. Finalize existing comments and determine schedules for finalizing doc.	1 hr 30 min.
1530 hrs	End Day			
3/15 0800 hrs	Welcome		New Meeting Format - More Efficient Meeting	15 min.
0815 hrs	Check-In	Team	Standard Meeting Format - More Efficient Meeting	10 min
0825 hrs	Guests/R&R/Review GRs	Jeffrey	Standard Meeting Format - More Efficient Meeting	10 minutes
0835 hrs	Review Previous Meeting Minutes	Rich	Standard Meeting Format - More Efficient Meeting	10 minutes
0845 hrs	Review Facility Meeting Logistics	Bob	Standard Meeting Format - More Efficient Meeting	5 minutes
0850 hrs	Review WPNSTA Parking Lot Items	Jeff	Standard Meeting Format - More Efficient Meeting	5 minutes
0855 hrs	Review WPNSTA Action Items	Jeff	Review what was accomplished and what needs to be completed or placed in parking lot and carried to the next meeting	5 minutes
0900 hrs	Goals Update	Scott	Review and update current goals. Also look at first qtr and report to Tier II.	30 min
0930 hrs	NASA Flyover	Bruce/Peter	-“What’s up”! -What are you doing?	8 hr s
0930 hrs	Groundwater OU Sites 1, 6, 24	Rich	Introduce Geologists to the proposed approach. Review LTM results for 1, 3, 6, & 7	1 hr
1030 hrs	Break			15 minutes
1045 hrs	Groundwater OU Sites 1, 6, 24 (Cont.)	Rich	Introduce Geologists to the proposed approach. Review LTM results for 1, 3, 6, & 7	30 min
1115 hrs	Lunch			1 hr 15 min
1230 hrs	Sites 4, 21,22 ROD work	Team	Revisit Schedule for determining OHM mobe date	1 hour
1330 hrs	Break			15 min
1345 hrs	Tier II update	Stacie	Update Quarterly/Yearly Tier II Report (How when to report, lock in dates for year)	30 min
1415 hrs	CAX Site 4, 9, 1, Site 11 (Boneyard) Discussion	Karen	FYI Overview/Discussion on “hot” issues	1 hr
1515 hrs	Break			15 min
1530 hrs	LUCIP/LUC Update	Scott	What is the ROD language. Do we need Frank? LUCIP Schedules 12, 4, 1, 6. 7. ESD for Site 17	45 min
1615 hrs	Agenda Building	Team	Identify agenda items for next meeting.	30 min.
1645 hrs	+/- Facilitator/Coach/Tier II Feedback	Team	Critical analysis of meeting progress and self-facilitation skills.	15 min.
1700 hrs	End Day 1			

CAX }
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Meeting Responsibilities:

Meeting Manager: Jeffrey Harlow

Time Keeper: Scott Park

Host: Bob Stroud

Facilitator: Steve Mihalko