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MINUTES FROM RESTORATION ADVISORY BOARD MEETING DATED 12 MARCH 1996  
CNC CHARLESTON SC  
3/12/1996  
CNC CHARLESTON

# COMMUNITY RELATIONS SUBCOMMITTEE MEETING AGENDA

**DATE:** TUESDAY, 12 MARCH 1996  
**TIME:** 3:00 PM  
**PLACE:** NH-51 CONFERENCE ROOM

## AGENDA ITEMS

*Next* → FACT SHEET ON FOSLS

*Next* • ~~CONTAMINATION RESULTS POSTERS~~

• ~~INFORMATION REPOSITORY LOCATION~~

✓ RAB MEETING LOCATIONS Alternate location between East Cooper, West Ashley + Summerville with meetings in NC every other month.

• SUBCOMMITTEE REPORT FOR RAB MEETING

• OTHER TOPICS

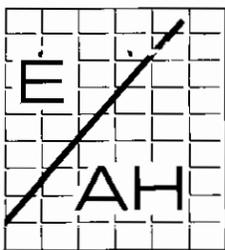
✓ Information on Respiratory Location - Advertisement - Looks good  
To finalize for distribution Location of Flyer  
Accessible This week

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• AGENDA FOR NEXT MEETING

\* update name, address phone info of everyone on the RAB. Do before you leave tonight.



# EnSafe / Allen & Hoshall

a joint venture for professional services

March 21, 1996

Program  
Management  
Office  
Shelby Oaks Plaza  
1999 Shelby Oaks Dr.  
Suite 201  
Memphis, TN 38134  
Phone (901) 383-9115  
Fax (901) 383-1743

Commander, Naval Base  
Base Closure Office (Daryle Fontenot)  
1690 Turnbull Ave.  
Suite NH51  
Charleston, SC 29405

Safe/Alien & Hoshall  
Branch Offices:

Subject: Subcommittee Minutes and Miscellaneous Items  
CLEAN Contract# N62467-89-D-0318 CTO# 2900

Charleston  
Houston Northcutt Blvd.  
Suite 113  
Pleasant, SC 29464  
Phone (803) 884-0029  
Fax (803) 856-0107

Dear Mr. Fontenot:

Cincinnati  
TechneCenter Dr.  
Suite 301  
Cincinnati, OH 45150  
Phone (513) 248-8449  
Fax (513) 248-8447

Please find enclosed a copy of the March 12, 1996 Community Relations Subcommittee Meeting Minutes, the revised Information Repository Brochure (which includes the librarian's comments), the updated FOSL Fact Sheet (to be distributed to RAB members with RAB meeting minutes), and the advertising material for the April RAB meeting which includes camera ready copies of the Navy News Release and flyers. Also enclosed are photographs and negatives of the January 1995 RAB Meeting when the Defense Environmental Task Force was in town. I recall Lt. Donna Murphy taking photographs on a couple of occasions including the RAB tour. If you are able to locate those files, you may find there are some good photographs.

Sacola  
4 Airport Blvd.  
Suite 1150  
Sacola, FL 32504  
Phone (904) 479-4595  
Fax (904) 479-9120

Still outstanding are the revised contaminant posters and a first draft of the Zone H Results Fact Sheet. Both are in the works and should be ready at the very latest by the next subcommittee meeting.

Folk  
Butler Farm Road  
Suite 113  
Folk, VA 23666  
Phone (804) 766-9556  
Fax (804) 766-9558

As you already know, the News Release has been distributed to all the media channels provided to me by Jim Beltz. In addition, I have coordinated with Jack McCray at the Post and Courier to have the meeting announced in the What's Happening Roundup of the local Zones sections. Apparently Lou Mintz is coordinating with the Military News, and is trying to get someone to cover the RAB in a front page article in the Post and Courier. As we already discussed, I still think an essential element in getting the word out is to have the RAB members spread the word among their business and personal affiliates. Perhaps a Subcommittee meeting agenda item can be "How RAB members can help advertise the RAB meetings."

Raleigh  
100 Centerview Drive  
Suite 205  
Raleigh, NC 27606  
Phone (919) 851-1886  
Fax (919) 851-4043

As a follow up to Ledlie Bell's recommendation at the last RAB meeting, I spoke with Martha Jane Proctor, Librarian at the Dorchester Road Regional Library, about the possibility of holding RAB meetings at the library. The Dorchester Road Regional Library has a large meeting room that would accommodate the RAB

Memphis  
Plus Park Blvd.  
Suite 130  
Memphis, TN 37217  
Phone (615) 399-8800  
Fax (615) 399-7467

Dallas  
5 Fuller Drive  
Suite 326  
Dallas, TX 75038  
Phone (214) 791-3222  
Fax (214) 791-0405

(complete with tables, chairs, and an overhead projector). The room can be reserved a month in advance and is normally available until 8:00 p.m., however, Ms. Proctor informed me that we may be able to work something out which allows us to use it until 9:00 p.m.

If you have any questions, feel free to call me at (919) 851-1886.

Sincerely,

EnSafe/Allen&Hoshall

By:

A handwritten signature in cursive script, appearing to read "Diane Cutler".

Diane Cutler

Enclosures

cc: Jim Beltz, NAVFAC, SouthDiv  
Todd Haverkost, E/A&H  
Contracts File

## Community Relations Subcommittee Meeting

March 12, 1996

**Time:** 3:00 p.m.

**Attendees:** Daryle Fontenot, Susan Floyd, Wannetta Mallette-Pratt, Lou Mintz, Diane Cutler, Keith Johns

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### DISCUSSION ITEMS

**RAB Meeting Location** Discussed the possibility of alternating the RAB meeting location. Initially, RAB meetings were held near the base to encourage attendance by community members most closely affected by the closure and cleanup. However, non-member attendance has been poor. The subcommittee discussed moving the meeting locations to other neighborhoods in an attempt to spread the word and spark more interest. The new locations should include West Ashley, East Cooper, and Summerville, in addition to North Charleston. It was recommended to alternate the new locations with North Charleston (e.g. West Ashley, North Charleston, East Cooper, North Charleston, Summerville, North Charleston...) If this process does not show an improvement in attendance or interest, all meetings can once again be scheduled for North Charleston.

Increased advertising should also be undertaken, targeting the specific community. Community advisory councils, local businesses, and other local contacts of RAB members should be informed about the meeting.

Lou Mintz volunteered to find a location in East Cooper, possibly the Mt. Pleasant Municipal Complex, for the next meeting. This issue will be brought up for RAB discussion and approval.

**Update Bios** It was recommended that each RAB member update their personal information such as Name/Address/Affiliation/Business and Home Phone/Fax. This should be done at the RAB meeting to get immediate results.

**Property May Not Be Transferred** Lou Mintz recommended that a fact sheet should be written explaining that some parcels may not be transferred due to the environmental condition of the property. He suggested that this be done so the public is not surprised if this occurs down the line. After debate, the general consensus was that this type of information may be premature, however, it can be revisited once sampling results and corrective measures have been reviewed.

**Other Fact Sheets** The subcommittee came up with a list of potential subjects for future fact sheets. Final choices include:

Fact Sheet #6 - Zone H Results

Fact Sheet #7 - RAB Speaker Bureau (RAB available to talk to community groups)

Fact Sheet #8 - Update on "Most Commonly Asked Questions"

Fact Sheet #9 - New RAB (New Name, New Membership)

Fact Sheet #10 - Property Transfer

Other ideas are encouraged.

**RAB Newsletter** Daryle passed out a copy of the Mare Island Naval Shipyard RAB News, a newsletter that is produced quarterly by the RAB members.

## DOCUMENT REVIEW

**FOSL Fact Sheet** Revisited the revised FOSL Fact Sheet and made minor changes.

**Information Repository Brochure** Briefly reviewed the brochure which can be used as a self-mailer and/or handout at the library and other locations.

## ACTION ITEMS

**FOSL Fact Sheet** Diane will make final edits and provide a copy to Daryle for inclusion with March RAB meeting minutes distribution. Final approval will be requested at the April 9, 1996 RAB meeting.

**Information Repository Brochure** Diane will finalize the brochure and provide it to Daryle by next meeting.

**Zone H Results Fact Sheet** Diane will produce a first draft of the Zone H Results Fact Sheet for review at the next Subcommittee meeting.

**Contaminant Posters** Diane will make minor edits to Contaminant Posters and have copies available for review at next Subcommittee meeting.

## REPORT TO RAB

- **Proposal for alternating meeting locations**
- **Status of FOSL Fact Sheet**
- **Information Repository Flyer**
- **List of proposed fact sheets**

## NEXT MEETING

**Subcommittee Meeting** The time/location of the next subcommittee meeting will be listed on next month's Subcommittee agenda.