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MINUTES AND AGENDA FROM RESTORATION ADVISORY BOARD COMMUNITY
RELATIONS SUBCOMMITTEE MEETING DATED 14 MAY 1996 CNC CHARLESTON SC
5/14/1996
CNC CHARLESTON

Agenda

Restoration Advisory Board Community Relations Subcommittee

05/14/96

3:00 PM to 4:30 PM

Building NH-51 (CSO Office)

Conference Room

Finckey

Attendees:

Susan Floyd, Louis Mintz, Arthur Finckey, Wannetta Mallette Pratt, Daryle Fontenot

Agenda topics

Meeting Overview

Daryle Fontenot

RAB Meeting Location

Daryle Fontenot

Contaminant Posters

Diane Cutler

Other Fact Sheets

Daryle Fontenot

Subcommittee Report to RAB

Agenda for next Meeting

Resource persons:

Diane Cutler

*Next Meeting 11 Jun 96
3 PM.*

Agenda

Restoration Advisory Board Community Relations Subcommittee

05/14/96
3:00 PM to 4:30 PM
Building NH-51 (CSO Office)
Confernece Room

Attendees: Susan Floyd, Louis Mintz, Arthur Pickney, Wannetta Mallette Pratt, Daryle Fontenot

Agenda Topics

Meeting Overview

Daryle Fontenot

Discussion:

Conclusions:

Action items:

Person responsible:

Deadline:

Action items:	Person responsible:	Deadline:

RAB Meeting Location

Daryle Fontenot

Discussion:

Conclusions:

Action items:

Person responsible:

Deadline:

Contaminant Posters

Diane Cutler

Discussion:

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Other Fact Sheets

Daryle Fontenot

Discussion:

Conclusions:

Action items:

Person responsible:

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Subcommittee Report to RAB

Discussion:

Conclusions:

Action items:

Person responsible:

Deadline:

Agenda for next Meeting

Discussion:

Conclusions:

Action items:

Person responsible:

Deadline:

Resource persons:

Diane Cutler

Community Relations Subcommittee Meeting

May 14, 1996

Time: 3:00 p.m.

Attendees: Daryle Fontenot, Arthur Pinckney, Diane Cutler

DISCUSSION ITEMS

RAB Meeting Location Daryle Fontenot initiated discussion about RAB meeting locations. Does the Community Relations Subcommittee want to continue to be responsible for recommending the location? So far it has been working well. In order to be able to offer tentative meeting locations at the RAB meeting each month, it may be beneficial to consider locations two months in advance. Subcommittee members can come up with locations and make arrangements with contacts (like Lou Mintz did for the meeting on the Yorktown), or suggestions can be made, and Diane Cutler can make arrangements and provide logistics support such as set-up, ordering audio/visual equipment, and break-down.

For next month Pat Franklin recommended either the Saint Andrews Community Center or the Saint Andrews Regional Branch of the Charleston County Library, both located in West Ashley. Diane spoke with the Head Librarian and made tentative arrangements to have the meeting held there on June 11th from 5:30 - 8:30. The facility is identical to the Dorchester Road Regional Branch.

According to the previously identified schedule, the meeting location should return to North Charleston in July. In addition, once Mr. Pinckney's pick for RAB representative from Charleston is brought on board, a suitable location in Charleston may be recommended.

Federal Facilities Dialogue Committee Arthur asked Daryle if he has seen a copy of the Federal Facilities Dialogue Committee's document on general community involvement issues. Some of the individuals involved in making recommendations for this document included Ann Ragan (SCDHEC), John Johnson (EPA), Doyle Brittain (EPA), and Sheri Goodman (DOD). Daryle will try to get a copy of the document.

RAB Member Pick Mr. Pinckney informed Daryle that he hasn't forgotten his pick for a RAB member from Charleston. There have been some unforeseen delays, but he expects to have a candidate's name to Daryle by the week of 5/20.

RAB Meeting Advertisement/Announcement Daryle, Arthur, and Diane discussed the increased effort going into advertising the RAB meetings. The main goal is to get the word out. If people know about the meeting but choose not to attend, that's unfortunate, but acceptable. However, if people don't even know that the meetings are taking place, they can't make that choice. Diane suggested reaching out to local government officials through an introduction/invitation letter written by the RAB members. Arthur concurred and said that the Federal Facilities Dialogue Committee recommends getting local governments involved in local RABs. The letter can provide background on what the RAB's goals are, progress made, and meeting schedule. It can be signed by the co-chairs but should include a list of all RAB members and their affiliation. The letter should also include meeting announcement flyers that each recipient can distribute, and one or more fact sheets as examples of the types of issues the RAB is dealing with.

Specific local governments that should be targeted include Mt. Pleasant, Goose Creek, Charleston, Summerville, and Monks Corner (North Charleston is already represented by three members serving on the RAB).

Fact Sheets Daryle confirmed that he sent out Fact Sheet #6 (Zone H Sampling Results) to all the RAB members with the April meeting minutes. He will request any comments or changes at the RAB meeting (May 14), and if there are no comments, have it published and distributed.

DOCUMENT REVIEW

Contaminant Posters A number of changes have taken place regarding how data must be reported for the Zone H RCRA Facility Investigation, and as a result, the contaminant posters as originally produced are no longer valid. Daryle, Arthur, and Diane discussed the purpose of having the posters and defined the target audience. The audience should be community members coming to the meeting for the first time, and other people who want a review of what's happening in the environmental program. The purpose of having the posters is to give people a review of the environmental program and some background that will help them understand investigation results. Since fact sheets will be produced as results are finalized for each zone, creating posters that summarize data would be duplicating efforts. Therefore, the group recommended four posters: 1) The Investigative Process, 2) Chemical Categories, 3) Risk Assessment Background, and 4) For More Information. These posters can be reproduced as handouts and can be supplemented with zone result fact sheets as they're produced. The group suggested that the series of posters (the poster station) should be manned with a technical person so any questions can be readily answered. The poster station can be available during the 1-hour open house prior to the RAB meetings.

ACTION ITEMS

Zone H Results Fact Sheet Diane will prepare a draft of the "Poster Station" posters for review at the next Subcommittee meeting.

REPORT TO RAB

- **Announce proposed meeting location for June meeting -Saint Andrews Regional Library**
- **Request comments/approval on Fact Sheet #6.**
- **Describe ongoing work on poster station.**
- **Recommend RAB letter to local government officials.**

NEXT MEETING

Subcommittee Meeting 6/11/96, 3:00 - 4:30 p.m. Building NH-51 (CSO Office) Conference Room.

There will not be a subcommittee meeting held in July.