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MINUTES FROM THE 9 JUNE 1994 ENVIRONMENTAL CLOSURE PLANNING  
SUBCOMMITTEE MEETING CNC CHARLESTON SC  
6/13/1994  
ENVIRONMENTAL PLANNING SUBCOMMITTEE

*Ann Ragan*

MEMORANDUM

13 June 1994

From: BCO Environmental Planning Subcommittee Chairperson  
To: (1) Environmental Closure Planning Subcommittee  
(2) N4 Base Closure Office (CAPT Augustin)

*CNB - General*  
*W*  
*col*

SUBJ: MINUTES OF ENVIRONMENTAL CLOSURE PLANNING SUBCOMMITTEE MEETING ON 9 JUN 1994

1. Enclosure (1) has the list of attendees at the subject meeting.
2. A copy of the draft UST/AST process closure guidelines were given to the attendees. A copy is provided as Enclosure (2) of the minutes. Copies of four of the shipyard's process closure procedures are also attached to the minutes. These include: Petroleum Storage Tank Decontamination, Water Storage Tank Cleaning, PCB Testing, and Draft Procedures for the Electroplating Process Equipment. Members are requested to review these procedures and bring comments to the next subcommittee meeting.
3. Next, the database structure was presented by the shipyard for their internal tracking of projects. A copy is provided in Enclosure (3) for review and comment. We would like to use the same database to track all base projects. FISC stated that they use Microsoft Project. It was thought that the information could be imported into this database from that one. All members will review the database structure to see if additional fields are needed. One field that was suggested to be added is the SCDHEC tank ID reference number.
4. The other commands have specific groups addressing different aspects of base closure. FISC has a Reduction Planning Group (RPG). The Naval Station has just set up a Base Closure Office headed up by Cdr. Downs. The shipyard has a Closure Office headed up by Joel Doobrow.
5. Stuart Pearce is working on the GIS system. If there are other ideas of what could be included in the graphical format let him know.
6. The shipyard presented their list of items for a building close-out checklist. A copy is attached as Enclosure (4). Please review and add your ideas.
7. Also, for the next meeting write a brief description of your roles/responsibilities so we can issue an info sheet to the various commands.
8. **The next meeting is scheduled for 23 June @ 0900-1100 in the NH-45 basement conference room.** The proposed agenda is to review comments on the process closure plans and complete the checklist for the building close-out.

*Pat Franklin*  
Pat Franklin

**RECEIVED**

JUN 27 1994

SITE ENGINEERING & SCREENING  
HAWAII

**ENVIRONMENTAL CLOSURE SUB-COMMITTEE**

<b>NAME</b>	<b>ORGANIZATION</b>	<b>PHONE</b>	<b>FAX</b>
<b>John Barnes</b>	<b>NAVHOSP</b>	<b>743-6600</b>	<b>743-0246</b>
<b>Butch Bonner</b>	<b>DRMO</b>	<b>743-3008</b>	<b>743-8040</b>
<b>*Bill Brasel</b>	<b>CNSYD-Code 106.2</b>	<b>743-5519</b>	<b>743-1475</b>
<b>Doyle Brittain</b>	<b>EPA</b>	<b>743-9985</b>	<b>743-9947</b>
<b>Rick Davis</b>	<b>BCO-Code N41</b>	<b>743-9985</b>	<b>743-9947</b>
<b>Bobby Dearhart</b>	<b>BCO BEC</b>	<b>743-9985</b>	<b>743-9947</b>
<b>Thuane B. Fielding</b>	<b>SOUTHDIV-Code 1878</b>	<b>743-0513</b>	<b>743-0563</b>
<b>*Pat Franklin</b>	<b>BRAC Env. Coord.</b>	<b>743-9985</b>	<b>743-9947</b>
<b>*J. K. Huff</b>	<b>Code 106C</b>	<b>743-3840</b>	<b>743-2259</b>
<b>Tony Hunt</b>	<b>SOUTHDIV-Code 1877</b>	<b>743-0525</b>	<b>743-0563</b>
<b>Andy Hutto</b>	<b>SOUTHDIV</b>	<b>743-0542</b>	<b>743-0563</b>
<b>*Pano Kordonis</b>	<b>SOUTHDIV-Code 1825</b>	<b>743-0565</b>	<b>743-0563</b>
<b>*Chief Meader</b>	<b>FMWTC</b>	<b>743-1799</b>	<b>743-1391</b>
<b>*J. A. Mullis</b>	<b>Code 300C.9</b>	<b>743/8401 #114</b>	<b>743-9027</b>
<b>*Odell L. Price</b>	<b>Non-Nuc Env.-300C.9</b>	<b>743-8401 #111</b>	<b>743-9027</b>
<b>Ann Ragan</b>	<b>SCDHEC</b>	<b>734-4721 Cola.</b>	<b>734-5199</b>
<b>*Ralph Shealy</b>	<b>Code 106C</b>	<b>743-3840</b>	<b>743-2259</b>
<b>MM1(SS)T. Talley</b>	<b>SIMA</b>	<b>743-3358</b>	<b>743-5941</b>
<b>Mark Turnbull</b>	<b>Code 106C</b>	<b>743-6482</b>	<b>743-2259</b>
<b>*Bob Veronee</b>	<b>FISC</b>	<b>743-4086</b>	<b>743-6305</b>
<b>Amos Webb</b>	<b>CNSYD-Code 106</b>	<b>743-5519</b>	<b>743-1475</b>
<b>*LT Gil Wolfe</b>	<b>NAVSTA</b>	<b>743-5557/2797</b>	<b>743-2554</b>

(Note: Asterick designates attendance at the 9 June meeting)

Enclosure (1)

**Other attendees on 9 June 1994**

<b>Joyce Gambrell</b>	<b>DRMO</b>	<b>743-3008</b>	<b>743-8040</b>
<b>Stuart Pierce</b>	<b>CNSY-Code 300C</b>	<b>743-8401</b>	
<b>Fil Johnson</b>	<b>FISC</b>	<b>743-4086</b>	<b>743-6305</b>
<b>Francis Perry</b>	<b>CNSY-Code 106C</b>	<b>743-3840</b>	
<b>Noel Beatty</b>	<b>CNSY-Code 1200N.1</b>	<b>743-3673</b>	<b>743-1343</b>