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NSB KINGS BAY  
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LETTER REGARDING THE PROCESS OF CONVERTING EXISTING TECHNICAL REVIEW  
COMMITTEE TO A RESTORATION ADVISORY BOARD NSB KINGS BAY GA  
7/27/1994  
NSB KINGS BAY

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Ser FE4/3288

JUL 27 1994

CERTIFIED MAIL  
RETURN RECEIPT REQUESTED

Mr. James Barksdale  
U.S. Environmental Protection Agency  
RCRA Federal Facilities Branch  
345 Courtland Street, N.E.  
Atlanta, GA 30365

Dear Mr. Barksdale:

As we discussed on the telephone and in accordance with current Department of Defense Policy, Naval Submarine Base (NSB), Kings Bay is in the process of converting our existing Technical Review Committee (TRC) to a Restoration Advisory Board (RAB). The RAB policy calls for expansion/modification of existing TRCs to further increase the opportunity for community involvement in the Installation Restoration program.

NSB Kings Bay appreciates your commitment of time and energy as a member of the TRC over the past two years; we have accomplished a great deal. In fact, the RAB policy was developed and modeled after successful TRCs such as ours. Our goal at Kings Bay is to bring together people who reflect the diverse interests of our local community, enabling the continued flow of information between the affected Navy and regulatory agencies.

We do not envision the established RAB functioning very differently from our existing TRC; however, all meetings will be open to the public and minutes recorded. In addition, with community membership on the RAB, we will need to provide orientation sessions to introduce new members to the cleanup process and terminology. RAB Fact Sheet, enclosure (1), provides additional information on the RAB.

To expand the current community representation on the TRC, NSB Kings Bay will conduct a public outreach to inform the community of this effort and request for membership applications from interested parties. As part of this outreach, we will conduct the following activities:

- Mail out a letter and fact sheet to individuals on our present mailing list, and other targeted groups, describing the purpose of the RAB, membership opportunities, the selection process and RAB member responsibilities.

■ Contact local community organizations to describe the establishment of the RAB, send them information for distribution to their membership and, if possible, make a brief presentation at an upcoming meeting (i.e. Rotary, church groups, etc.);

■ Advertise in the Base newspaper, the Florida Times Union (GA section), church bulletins and on radio stations; and

■ Hold a public information briefing on August 18, 1994 at Crooked River Elementary School to describe the purpose of the RAB, membership responsibilities, and the member selection process. Applications for membership will be handed out at the meeting. We will have a formal presentation at 7:00 pm, but we will set up posters and be available for discussion from 6:00 pm til 8:30 pm.

By conducting these activities, we hope to solicit a lot of community interest in the RAB. We would like to have the August 18th meeting well attended to ensure information on forming the RAB is available to all interested parties. If you have any additional ideas on how to solicit interest in membership on the RAB or on specific community groups to contact, please call John Garner or myself.

NSB Kings Bay hopes to receive all applications for membership in early September and to select the RAB by the middle of September. The Chairman of the TRC will convene a selection panel to review applications and may request your participation as we progress through this process.

Again, we thank you for your diligent efforts and look forward to your continued support during our transition to a RAB. If you have any questions, please contact Mr. John Garner at (912) 673-8845 or me directly at (912) 673-4604.

Sincerely,

**J.R. ALLEN, P.E.**  
**Captain, CEC, USN**  
**Facilities & Environmental Directorate**  
**By direction of the**  
**Commanding Officer**

Encl:

(1) Restoration Advisory Board Fact Sheet

Copies to:

SOUTHNAVFACENCOM (Sue Lawley)

ABB-ES (Ann Johnson)