



DEPARTMENT OF THE NAVY  
NAVAL AIR STATION MEMPHIS  
7800 3RD AVENUE  
MILLINGTON TENNESSEE 38054-5045

FE - 9 1994

IN REPLY REFER TO

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7 Feb 94

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1D-00140

Mr. Lawson Anderson  
EnSafe/Allen & Hoshall  
5720 Summer Trees Drive  
Memphis, Tennessee 38134

Dear Mr. Anderson,

On July 2, 1993, President Clinton announced a five-part program to speed the economic recovery at communities where military bases are undergoing realignment or closure. As you know, Naval Air Station Memphis was one of the bases listed in the last Base Realignment and Closure Commission report that was recently enacted into law. The Department of Defense issued guidance to activities on "Fast Track Cleanup at Closing Installations" on September 9, 1993. We are following this guidance to implement the President's plan to expedite cleanup and reuse of NAS Memphis.

A key element of the DOD guidance deals with improving public involvement opportunities in the cleanup program, including the establishment of a Restoration Advisory Board (RAB). The existing Technical Review Committee (TRC), of which you are a member, will be expanded so that it will include community members who reflect the diverse interests of the local community. This expanded committee will be the NAS Memphis RAB, and members will have an opportunity to provide input into the Navy's environmental programs, which will help to accelerate the cleanup and conversion of the base for reuse by DOD and the community.

RAB members will be asked to meet regularly and review and comment on technical documents and plans relating to the ongoing environmental studies and cleanup activities at NAS Memphis. The RAB will serve as a liaison with the community and will be expected to meet with community members and groups. All RAB meetings will be open to the public. We plan to hold the meetings in Millington Council Chambers in City Hall on the fourth Tuesday evening of each month. These meetings will be held monthly until we have an indication that we need to meet more or less frequently. The first RAB meeting will be held on Tuesday, 22 February, at 7 p.m.

Members will be asked to serve a two-year term to ensure that we build and maintain a strong Restoration Advisory Board. We invite you to participate on this board. If you are interested in becoming a member of the RAB for NAS Memphis, please complete the enclosed nomination form and return it in the self-addressed envelope to the person shown below:

Ms. Sue Hosmer-Millican  
Public Affairs Office  
Naval Air Station Memphis  
7800 Third Avenue  
Millington, TN 38054-5045

We are asking anyone who wants to be considered for the RAB to complete this form, so that we have consistent information on all nominations. We must receive your nomination by 18 February 1994, if you wish to be considered as a member of the RAB.

If you do not wish to be considered, please call CDR Noble at (901) 873-7454, or one of the follow individuals:

Ms. Sue Hosmer-Millican (NAS Memphis Public Affairs)  
(901) 873-5761

Mr. David Porter (NAS Memphis BRAC Environmental Coordinator)  
(803) 743-0610

Also, if you know of anyone in the Millington area that you feel could make a contribution to this board, please call with that information so that we can contact them to see if they ar interested.

All nominations will be reviewed by the BRAC Cleanup Team (BCT), which includes representatives of NAS Memphis, Tennessee Department of Environment and Conservation, and the U. S. Environmental Protection Agency, Region IV. The BCT will determine which of the nominations will be approved for the RAB, using the basic criteria of forming a board with a strong cross representation of regulatory agencies, community and DOD. The RAB, once officially chartered, will take the place of the TRC. If you have any questions, please call. I look forward to hearing from you.

Sincerely,

  
RUSSELL L. NOBLE  
Commander, U.S. Navy  
By direction of  
the Commanding Officer

Encl:  
(1) RAB Form

Copy to:  
Mr. David Williams, EPA Region IV  
Mr. Clinton Willer, TDEC

**BEING ESTABLISHED AT NAVAL AIR STATION MEMPHIS**

If you are interested in being considered for the Restoration Advisory Board (RAB) being formed at NAS Memphis to accel rate cleanup and reuse of the bas, please provide us with the information requested below. **TO BE CONSIDERED, WE MUST RECEIVE THE INFORMATION BY MARCH 1, 1994. A SELF ADDRESSED ENVELOPE IS PROVIDED.** If you have any questions, please call one of the following NAS Memphis personnel:

Ms. Sue Hosmer-Milligan (Public Affairs): (901) 873-5761  
CDR Russell Noble (Base Transition Officer): (901) 873-7454

Mr. David Porter (BRAC Environmental Coordinator): (803) 743-0610

**GENERAL INFORMATION**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Work Phone (Please include Area Code)

\_\_\_\_\_  
Home Phone (Please include Area Code)

**DEMOGRAPHIC INFORMATION**

COMPLETION OF THIS SECTION IS OPTIONAL. The information requested in this section will provide the BRAC Cleanup Team with information they need to ensure that the RAB established for NAS Memphis represents the local population. Any information provided by you in this section will be used for that purpose only.

Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

Ethnic Group: \_\_\_\_\_

Age: \_\_\_\_\_

(OVER)

Encl (1)

MEMBERSHIP TERMS

Term of membership is expected to be two years. Members would be expected to set aside sufficient time to allow them to participate fully in the RAB activities. Membership may be terminated if a member does not participate fully. Specific terms will be detailed in a charter that will be developed and signed by all members. It is critical that all members participate in all activities to ensure that the cleanup and reuse of NAS Memphis is accomplished quickly and correctly.

TIME/TRAVEL COMMITMENT

It is important to note that substantial time will be required of RAB members in this endeavor. Meetings will be held whenever the members feel it is necessary. It is anticipated that the RAB will be scheduled to meet quarterly, but it is likely to meet more often than that during its first year of operation. Members will be expected to read background material, participate in tours, and attend meetings at a minimum.

It is very important for anyone interested in serving on the RAB to give careful consideration to whether he or she has adequate time to devote to membership. It is anticipated that there will be subcommittee work which will involve individuals who wish to become involved, but cannot commit to full membership in the RAB.

How much time would you be able to commit to RAB meetings, reading, tours? (Please check one.)

As much as needed \_\_\_\_\_ 1-2 days per month \_\_\_\_\_ Less (Please Specify How Much) \_\_\_\_\_

CONSENSUS BUILDING SKILLS

The ability to work productively with others will be an essential characteristic of all RAB members. Consensus building skills require valuing diversity, being receptive to new ideas and keeping an open mind.

Would you agree to participate in consensus building training if chosen as a RAB member? (Please check one.)

Yes \_\_\_\_\_ Uncertain \_\_\_\_\_ No \_\_\_\_\_

(PLEASE SEE NEXT PAGE)

**STAKEHOLDER CATEGORIES**

Please check which category (categories) you will represent if selected as a member of the RAB. This information will ensure that members selected to the RAB are a true representation of the Millington community.

Public Officials \_\_\_\_\_ Business \_\_\_\_\_  
Academia/Education \_\_\_\_\_  
(Elected/Appointed)  
Environmental Group \_\_\_\_\_ Legal \_\_\_\_\_ Minority  
Population \_\_\_\_\_  
General Public \_\_\_\_\_ Other (pls specify) \_\_\_\_\_

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Two of the "general public" positions selected for the RAB should be filled by individuals who represent the interests of politically/economically disadvantaged persons. Historically, certain groups have been left out of the public policy decision-making process because of their socio-economic status.

If you would like to be considered for one of these positions on the RAB to ensure that all members of the Millington public have a voice, please indicate here. \_\_\_\_\_ Yes



**CONFLICT OF INTEREST STATEMENT**

**In the interest of maintaining public trust and credibility, individuals who have a conflict of interest will not be selected to serve on the RAB.**

**Conflict of interest is defined as:**

**Standing to make a direct, personal financial gain OR to gain an unfair competitive edge resulting from decisions made in the area of environmental restoration (ER), waste management (WM), decontamination and decommissioning, or ER/WM research and development.**

**Directors or employees of environmental contracting enterprises, including architect/engineering/heating firms, and their immediate families are ineligible for membership.**

**If you are uncertain whether or not your membership on the RAB might be a conflict of interest, please complete the following section. The BCR will consider your eligibility and inform you of their decision.**

**My membership on the RAB might pose a conflict of interest for the following reason(s):** \_\_\_\_\_

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\_\_\_\_\_

**If your membership on the RAB poses no conflict of interest, please indicate by signing after the following statement:**

**To the best of my knowledge, my membership on the RAB would not pose a conflict of interest.**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Printed Name** \_\_\_\_\_