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FINAL MINUTES FROM PARTNERING TEAM MEETING DATED 20 NOVEMBER 2003 CSS
PANAMA CITY FL
11/20/2003
TETRA TECH

Final Meeting Minutes
Naval Support Activity Panama City
Tallahassee, FL
November 20 and 21, 2003

MEMBERS PRESENT:

| | | | |
|---------------|-----------------------|-----------------|--------------------|
| Dan Waddill | SOUTHDIV - Timekeeper | Mike Clayton | NSA PC |
| Phil McGinnis | SOUTHDIV | Arturo McDonald | NSA PC |
| Tracie Vaught | FDEP | Pete Paznokas | ICLD - Facilitator |
| Gerry Walker | TtNUS - Leader | Rich May | TtNUS; Tier II |
| | | Betsy Voss | TtNUS - Scribe |

ABSENT: Pete Dao - USEPA

1. Check-in/Opening Remarks/Resource Sharing/Announcements/Head Count and Proxies/Guests/Review Ground Rules/Action Items & Parking Lot Review/Approve Minutes/Agenda Changes

Gerry introduced Betsy Voss as new scribe. Ground rules were reviewed. Action Items were reviewed and updated from working status to closed. Jim Leather, SPAWAR Systems Center from San Diego was omitted from the September meeting minutes as a guest. He will be added to the final. Agenda changed to reflect time for SWMU 2 on second day instead of Petroleum Update. CMS Update on second day deleted.

2. HSWA Update - Arturo

Arturo indicated that the facility sent out public notice that the HSWA permit was available for public review and comment. Arturo said he thought review period should be about over and then comments will be compiled and addressed. Then final permit will be issued. One of the last permit issues was the question of who was the responsible party for document signature. Originally it was to be the Officer in Charge, but it was later agreed that anybody can sign that's been authorized by the CO.

Action Item #1 - Arturo is to contact Pete Dao to determine if EPA is going to formally close the HSWA permit. To be completed by December 15, 2003.

3. Tier II Update - Rich

Tier II's last meeting was held the second week of September. Rich shared three topics from the meeting:

- The general counsel discussed alternative dispute resolution. They were exploring options other than litigation. Rich indicated that there has been a push to expand Partnering into other regions. The first expansion is into Southwest Division and it is coming soon.

- During the October 2003 Tier II teleconference call, the Navy and EPA agreed to revised wording for the Land Use Controls. The wording was developed for the Cecil Field ROD which is currently pending. Tier II continues to push it forward.
- Rich also indicated that by the end of December and hopefully by next Tier II meeting on December 9th. Tier II would like to have a draft Exit Strategy from each of the Tier I Teams.

Rich indicated that TtNUS is working on preparations for the Tier III meeting scheduled for January. The meeting will be held in Orlando and Rich is helping host it. Dan asked how often Tier III meets. Rich thought twice a year with periodic phone calls in-between. Gerry wondered about the status of "Success Stories". Are they still needed? Rich thought that they were but it had a lower priority than exit strategies and SCAPs report, but that success stories may be a good topic for next Tier II meeting.

Referring to the SCAP report, Rich mentioned that the idea was to freeze it at the end of August to coincide with the Exit Strategy.

4. Environmental Indicators – Dan

Pete Dao sent some additional information to Southdiv regarding calculation of the groundwater to surface water discharge for the Environmental Indicators. The information was for calculation of the 10 time rule. The 10 times rule states that if groundwater concentrations are within 10 times the surface water ARAR (applicable standard) then no additional action is required to meet the EIs. Dan indicated that at AOC 1 the concentrations fall within the 10X range, so it will help us. Tracie indicated that the facility needs to meet the EIs by 2004.

Mike asked if Dan was considering the St Andrews Bay surface water Standards. Dan indicated he was not aware of them. After a discussion, the Team decided that the St Andrews Bay Standards are probably just FDEPs standards restated. But Mike will send out the standards to the Team just to be sure.

Action Item #2 - Mike to send out to Team by 12/15/03 the water quality standards for St Andrew Bay.

5. Break

6. SWMU 3 Update - Dan/Phil

Dan indicated that not much had changed since the previous meeting. Phil indicated that he has included the Risk assessment work in the next SOW and it should go out in a couple of weeks. Dan indicated that he is still working to get the Trident probe to complete additional investigation in the Bay. The probe would be used to sample the groundwater to surface water interface.

Team commented that getting the ECO people together during the last meeting was a great success. By getting all the risk assessors together for the discussion and site visit a lot of questions were answered. Arturo inquired when next round of sampling would be for SWMU 9. He would like to get SWMU 9 closed before the HSWA permit is finalized so that SWMU 9 could be NFA. The answer is probably in February 2004, so it would not be in time for the HSWA permit.

7. CMS Update - Tracie

Tracie passed out a copy of a draft letter she will send to the Commander Naval Facilities Engineering Command concerning the "Draft Corrective Measures Study Addendum for Area of Concern 1 and Solid

Waste Management Unit 10 at the Coastal Systems Station Panama City, Florida." Tracie said that FDEP will approve for NFA for secondary standards if the detective concentrations are within the range of background concentrations. She also indicated that the screening criteria for naturally occurring compounds is either comparison to GCTL or 2 times the average background concentration (not 2x the GCTLs).

Arturo and Mike indicated that the facility is planning construction activities at SWMU 9. They will be installing an oil water separator and the traffic pattern to the oil water separator will impact current monitoring wells. Several monitoring wells will need to either be abandoned or converted to flush mounts. The schedule for the construction is not currently known.

Parking lot item #1 - SWMU 9 groundwater results to be reviewed and discussed in relation to P376 Milcon project for a new oil water separator to be installed sometime in the next year.

8. SCAP Update - Pete D.

No update was given due to Pete D.'s absence.

9. SWMU 2 – Phil

Phil passed out 3 handouts to be viewed while discussing SWMU 2. On the handouts he illustrated the high concentrations of TPH in the fork in road. Sample locations 4, 5, 6, 8, 11, and 15 were previously removed; however the removal action only removed 1 cubic foot and then sampled the sidewalls of the location. The Team decided the action was probably not adequate. Phil stated that additional locations with exceedances were not removed because the forested area would have to be removed in order to do it. Gerry wondered how original sampling locations were determined. Phil was unsure although he did indicate that the site history originally indicated that there was a red lead paint disposal area, but the location was not identified on site.

Phil had not prepared recommendations for the Team other than collecting additional samples at the site. Tracie recommended SPLP analysis for any samples collected to check for leachability. Mike indicated that the area may be scheduled for a controlled burn and wanted to know if that presented a problem. The Team decided that the controlled burn was not a significant issue. Tracie asked what the schedule was for the investigation. Phil indicated it is not currently scheduled.

Team agreed that site remains a concern and that a site visit should be completed during next Partnering meeting at the facility.

Parking lot item #2 - Team site visit for SWMU 2 - need to discuss removal action of soil, and SPLP sampling of soil.

10. Break

11. Training – Pete P.

Assertiveness

Submissive behavior and aggressive behavior both have many disadvantages. The middle ground is assertiveness.

Assertiveness - way of behaving to ensure you get the attention that you deserve.

- Be honest with what's relevant
- Stick to your bottom line - like a replay button

- Negotiate on equal terms

12. 1st Day Meeting Closeout – review action items, consensus items, +/-, review agenda for day 2

Day 2 will begin at 8:30.

13. 2nd Day Check-In/Opening Remarks

14. Exit Strategy - Gerry

Gerry projected up the NSA Panama City Exit Strategy Table for discussion and started the discussion by asking Rich if the UST sites need to be included in the Exit Strategy. Gerry mentioned that Paul Stoddard, the Tier II link for NAS Pensacola Tier said it was not required and Rich concurred but said Tier II will discuss the exit strategy again at the December meeting and it may change. Gerry suggests keeping Exit Strategy as is and not include the UST sites in deliverable to Tier II. The Team discussed the UST Exit Strategy Table completed by Paul Calligan. Mike indicated that there are some additional investigations at site 278. Additional remediation may be required. Mike was also concerned with the costs basis for Site 300. The cost is based on a projected 1 year of MNA and he thought that 5 years should be used to present worst case scenario. The Team agreed that the UST Exit Strategy Table should be amended as indicated.

Team began discussing the IR Exit Strategy Table. Phil had information for updating the building numbers including SWMU 11 - Building 84, SWMU 12 - Building 40 and AOC3 - Building 40.

Phil questioned whether we should be putting in costs and schedule based on a best guess or worst case for Exit Strategy. Gerry says best guess is what Tier II is looking for. Gerry mentions that Pensacola has projected NFA date as 2039/2040. Phil was expecting the sites to be NFA much quicker, maybe even within 6 months. Dan questioned if LUC should stay in exit strategy. Rich summarized "walk away from a site" as the object of the exit strategy. As in, do you want it to end? – YES. Tracie expressed to Team that if it's not migrating, then you don't have to continue monitoring it forever.

The Team went through the sites one by one and updated the table with the information discussed.

Parking Lot Item #3 - Investigate the data for industry standards at AOC 1 - to find out if it exceeds 3 times the SCTL.

15. Meeting Closeout – review action items, next agenda, +/-, consensus

Reviewed new action items and parking lot items.

Team decided to start meeting quarterly with interim conference calls.

Future Scheduled Meetings:

- January 22, 2004 - conference call - 2:00 EST - discuss agenda/action items/CMS update
- February 19, 2004 - Panama City - 8 to 5

- April 29, 2004 - Atlanta - 8 to 5
- August 4-5, 2004 - Pittsburgh - 8 to 5 both days
- November 18, 2004 - Tallahassee - 8 to 5

Action Item #3 - Mike will find the start date for installation of the oil water separator at SWMU 9 (P376).

Gerry handed out updated EGIS cd's.

Consensus Item #1 - September draft meeting minutes approved by Team.

Meeting critique

Plus

Dinner
 Completing Exit Strategy
 Location of Meeting
 Good Lodging
 Completed Agenda
 Completion of HSWA permit
 Efficient Meeting
 SWMU 2 Discussion
 Team Dynamics

- Humor
- Cooperation
- Participation
- Trust
- Etc

 Training Video
 Prompt Return from breaks
 Refreshments

Delta

No Pete Dao

Action Items
NSA Panama City Partnering Team
Updated November 21, 2003

| Action Item No. | Responsible Party | Status | Due Date | Action Item |
|---|--------------------------|---------------|-----------------|---|
| Action Items from September 10 and 11, 2003 Meeting | | | | |
| 03.09.05 | Dan | Working | 1/31/04 | Dan will fill out the EI questionnaire and submit it to Pete by the end of October 2003. |
| 03.09.11 | TtNUS | Working | | TtNUS will update the team address list with the new base name, address and codes. |
| New Action Items from November 20 and 21, 2003 Meeting | | | | |
| 03.11.01 | Arturo | | 12/15/03 | Arturo is to contact Pete Dao to determine if EPA is going to formally close the HSWA permit. |
| 03.11.02 | Mike | | 12/15/03 | Mike to send out to Team by 12/15/03 the bay water quality standards for St. Andrew Bay. |
| 03.11.03 | Mike | | 2/19/04 | Mike will find the start date for installation of the oil water separator at SWMU 9 (P376) |

NSA Panama City Partnering Team Parking Lot

| Parking Lot No. | Parking Lot Issue |
|------------------------|--|
| 1 | SWMU 9 GW results to be discussed in relation to P376 and construction in the next year for the new oil water separator. |
| 2 | Team site visit for SWMU 2 - need to discuss removal action of soil, and SPLP sampling of soil. |
| 3 | Investigate the data for industry standards at AOC 1 - to find out if it exceeds 3 times the SCTL. |

**PARTNERING MEETING AGENDA
NSA PANAMA CITY
Panama City, FL
February 19, 2004**

**Leader: Mike Clayton
Scribe: Betsy Voss
Timekeeper: Gerry Walker**

|  Item | Description | Presenter | Time | Category |
|--|---|------------|---------------|----------|
| 1 | Check-In/ Opening Remarks/ Resource Sharing/ Announcements/ Head Count and Proxies/ Guests/ Review Ground Rules/ Action Item & Parking Lot Review/ Approve minutes/Agenda changes | Mike | 8:00 – 9:00 | Info |
| 2 | Trident Probe/AOC 1 | Bart | 9:00 – 9:45 | Info |
| 3 | Environmental Indicators | Dan | 9:45 – 10:15 | Info |
| 4 | Break | All | 10:15 – 10:30 | needed |
| 5 | AOC I Soils | Dan | 10:30 – 11:30 | Info |
| 6 | CMS Update | Dan | 11:30 - 11:45 | Info |
| 7 | Camp/SCAP Update | Phil | 11:45 – 12:00 | Info |
| 8 | Lunch | All | 12:00 – 1:00 | needed |
| 9 | SWMU 2 & 9 site visit | Team | 1:00 – 2:00 | Info |
| 10 | SWMU 2 Discussion | Gerry | 2:00 – 3:00 | Info |
| 11 | Break | All | 3:00 – 3:15 | needed |
| 12 | Training | Pete P. | 3:15 – 4:15 | training |
| 13 | Exit Strategy/Tier II Update | Gerry/Rich | 4:15 – 4:45 | Info |
| 14 | Meeting Closeout – review action items, consensus items, +/-, next agenda | Mike | 4:45 – 5:00 | Info |