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FINAL MINUTES FROM PARTNERING TEAM MEETING DATED 16 NOVEMBER 2004 CSS
PANAMA CITY FL
11/16/2004
TETRA TECH

Final Meeting Minutes
Naval Support Activity Panama City
Tallahassee, FL
November 16, 2004

MEMBERS PRESENT:

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

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

Team had check in and reviewed ground rules and action items. Dan will be joining the meeting after lunch for the second half of the day. Although indicated on the agenda, there will be no Petroleum Update today.

The team reviewed the August 4, 2004 Partnering Team meeting minutes and Mike asked that the second paragraph of section 8 be deleted because it didn't make sense. The Team agreed.

Consensus #1 – The NSA Panama City Partnering Team Meeting Minutes from the August 4, 2004 meeting were approved by Team.

2. Break

3. Training - Performance Management - Pete P.

Pete P. passed out a handout to coincide with his training presentation on Performance Management. He gave the team a Performance Management Exercise on Performance Management Rating.

4. Break

5. Tier II Update - Rich

Tier II looked at a lot of Exit Strategies at their last meeting and discussed NAS Whiting Field's Federal Facilities Agreement. There were also updates on the realignments and reorganizations within the Navy. EPA has a new branch chief - Ken LaPierre. Tier II is expecting to meet Ken at their December 2004 meeting in Orlando.

6. Camp/SCAP Update - Jeff

There have not been any changes to the CAMP since the last revision in August 2004. Jeff indicated that SOUTHDIV may decide they want Tetra Tech NUS to write the RFI Addendum for

SWMU 2. The decision will be made in the next couple of weeks. Tracie told Jeff that she will need some LUC wording that needed to be included in the Final SOB for SWMU 10. The Team reviewed the CAMP and determined that the dates for the Final SOB for AOC 1 and SWMU 10 in September 2004 were missed and decided to update the CAMP with revised due dates of January 15, 2005.

7. Lunch

8. Exit Strategy - Gerry

Gerry passed out the current Exit Strategy and an email from Robbie Darby of SOUTHDIV providing general and specific comments Tier II had regarding Panama City's Exit Strategy. Gerry indicated that he had addressed the general comments and new requirements from Tier II and has updated the Exit Strategy.

Action Item #1: Gerry will send the NSA Panama City Exit Strategy to Jeff to verify the Projected NFA and CTC dates by November 24, 2004.

9. SWMU 9 MNA Update - Dan

Dan started off by using the EGIS to show the monitoring wells and data at SWMU 9. Currently three monitoring wells are being sampled at SWMU 9 including MW-3I, MW-9S, and MW-4S. All three are being sampled for specific parameters using a MNA approach. Sampling events have been conducted quarterly and the Team was hoping to get two consecutive no exceedance events and to close out the site. There have been two consecutive clean events for monitoring wells MW-3I and MW-9S, but not for MW-4S. Most recently, monitoring well MW-4s has had Bis 2-ethylhexyl phthalate at concentrations exceeding Florida GCTLs.

Of additional concern is that there is a MILCON project scheduled for the site that may destroy the monitoring wells. The Team wanted to close the site before the MILCON project was started.

The Team discussed that the groundwater contamination found at SWMU 9 is not associated with the site. It's probably an artifact of the sampling procedure or lab analysis. Because BEHP is commonly used in plastic and pesticides, SOUTHDIV will provide a whitepaper to FDEP documenting the widespread use and origin of BEHP and requesting an NFA decision on the site. Tracie stated that the whitepaper can come after the MILCOM project initiation.

Action Item #2: Arturo will find out which pesticides were used in the SWMU 9 area on base wide that may have bis-2-ethyl-hexylphthalate by 1/15/05.

Action Item #3: Dan will prepare SWMU 9 justification for NFA in relation to pesticides found base wide and provide a map showing distribution of detection found on base by 1/15/05 and include the information in the RFI addendum to be distributed on a CD.

Mike also brought up the issue at SWMU 9 in that as part of the MILCON project the facility would like to dewater an area of the site and pump it upgradient and let it infiltrate within the same SWMU. Tracie checked with the FDEP office and determined that given the current type and levels of contamination, that the proposed dewatering and infiltration would be appropriate.

10. RFI Addendum Update - Dan

AOC 1

Dan started off by using the EGIS to show the monitoring wells and data at AOC 1. Dan indicated that exceedances of TRPH concentrations in the soils were a concern. Tracie suggested using the working group method to speciate the TRPH and see if the concentrations of

individual components are below standards. Bill Olson interrupted the meeting to indicate that the speciation of TRPH had already been completed and was part of the data sent to SOUTHDIV. Dan will review the data and include it in the RFI addendum.

Finally, Dan indicated that he plans to invite Bart Chadwick of SPAR Systems Center San Diego who completed the Trident Probe work at AOC 1 to the next Partnering meeting. Bart has indicated that the preliminary results for the probe are very promising and that contamination was not confirmed in St Andrew Bay.

Action Item #4: Dan will look at TPH speciation results at AOC 1 to see if they're below the SCTL's by 1/15/05.

SWMU 2

Dan again used the EGIS to show data and indicated that both the historic and recent sample data for soils at SWMU 2 showed elevated hotspots with PAH's. Dan indicated that an IRA at 4 locations that are over 3 times the cleanup target level may be needed.

SWMU 10

Dan indicated that the soil sampling results from the UST backfill indicated no exceedances at SWMU 10. SWMU 10 has manganese and arsenic contaminations.

SWMU 3

Dan is hopeful that SWMU 3 will be a NFA. He thinks SWMU 3 would be a great partnering success story.

11. Facility / MILCON Update - Arturo

Arturo indicated that at AOC 2 there is currently an ongoing MILCON project. Paul Calligan is coordinating the project for Tetra Tech NUS. Groundwater contamination and dewatering is the main issue here.

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

Team scheduled next Partnering meeting for March 9, 2005 in Charleston. Tetra Tech NUS will look into a meeting room and hotel reservations at the Anchorage Inn in Charleston. Next teleconference scheduled for February 3, 2005 at 2:00 EST.

Meeting critique

Plus

- Good location
- Good group
- Accomplished a lot
- Dan's presentation and use of EGIS
- Exit Strategy
- Team Bonding
- NFA Strategy & water issue on SWMU 9
- Bill Olson's input to meeting
- Tracie's informational phone calls during meeting
- Good meeting
- Humor
- Gerry herding team

Delta

- Did not get much done in the morning
- Poor Time Management
- Dan unable to attend morning meeting
- 1 day meeting too much: half and half better

Pete's feedback for the team:

- Too much bonding in the morning

- Flexible agenda
- Finished agenda
- Thinking out loud and in real time
- Gerry using GIS

Action Items
NSA Panama City Partnering Team
Updated November 16, 2004

Action Item No.	Responsible Party	Status	Due Date	Action Item
Action Items from August 4, 2004 Meeting				
04.08.01	Tracie	Completed	8/31/04	Tracie will discuss EI situation with Jim Crane by August 31 to see if he has any issues - no issues.
04.08.02	Tracie	Completed	8/31/04	Tracie will send the UCL guidance to Dan by August 31 - brought to November meeting.
New Action Items from November 16, 2004 Meeting				
04.11.01	Gerry		11/24/04	Gerry will send the Exit Strategy to Jeff to verify the Projected NFA and CTC dates by 11/24/04.
04.11.02	Arturo		1/15/05	Arturo will find out which pesticides were used in the SWMU 9 area on base wide that may have bis-2-ethylhexylphthalate by 1/15/05.
04.11.03	Dan		1/15/05	Dan will prepare SWMU 9 justification for NFA in relation to pesticides found base wide and provide a map showing distribution of detection found on base by 1/15/05 and include the information in the RFI addendum to be distributed on a CD.
04.11.04	Dan		1/15/05	Dan will look at TPH speciation results at AOC 1 to see if they're below the SCTL's by 1/15/05.

NSA Panama City Partnering Team Consensus Items

Consensus Item No.	Consensus Item
1	The NSA Panama City Partnering Team Meeting Minutes from the August 4, 2004 meeting were approved by Team.

NSA Panama City Partnering Team Parking Lot

Parking Lot No.	Parking Lot Issue
	None for November

**PARTNERING MEETING AGENDA
NSA PANAMA CITY
Charleston, SC
March 9, 2005**

**Leader: Tracie Vaught
Scribe: Betsy Voss
Timekeeper: Arturo McDonald**

	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	Tracie	8:00 – 9:00	Info
	2	Training	Pete	9:00 – 10:00	Info
	3	Break	All	10:00 – 10:15	Needed
	4	Trident Probe/AOC 1	Dan	10:15 – 10:30	Info
	5	Camp/SCAP Update	Jeff	10:30 – 10:45	Info
	6	Petroleum Update	Paul	10:45 – 11:45	Info
	7	Lunch	All	11:45 – 1:00	Needed
	8	Exit Strategy	Gerry	1:00 – 1:30	Info
	9	RFI Addendum Update	Dan	1:30 – 2:00	Info
	10	Tier II Update	Rich	2:00 – 2:15	Info
	11	Break	All	2:15 – 2:30	Needed
	12	Statement of Basis Update	Arturo	2:30 – 3:00	Info
	13	Facility/MILCON Update	Arturo	3:00 – 3:30	Info
	14	SWMU 9 MNA Update	Dan	3:30 – 4:00	Info
	15	Meeting Closeout – review action items, consensus items, +/-, next agenda	Tracie	4:00 – 4:30	Info

Meeting Schedule

- February 3, 2005 - Teleconference – 2:00 EST
- March 9, 2005 – Charleston – 8 to 4:30