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FINAL MINUTES FROM PARTNERING TEAM MEETING DATED 17 JUNE 2004 CSS
PANAMA CITY FL
6/17/2004
TETRA TECH

From: Voss, Betsy
Sent: Thursday, June 17, 2004 3:00 PM
To: michael.d.clayton@navy.mil; Walker, Gerald; dao.peter@epa.gov;
arturo.mcdonald@navy.mil; philip.mcginis@navy.mil; Vaught, Tracie;
dan.waddill@navy.mil; May, Rich; pfpaznokas@aol.com
Subject: NSA Panama City Partnering Teleconference Minutes
Hi Team. Here's a quick recap on this morning's Partnering phone call:

Attendees:

Gerry Walker, Betsy Voss, Pete Paznokas, Pete Dao, Arturo McDonald, Mike Clayton, Tracie Vaught, Phil McGinnis

Absent:

Dan Waddill

Points of discussion:

- * Tracie mentioned that she does not have a copy of the Statement of Basis for SWMU 10. Phil sent her a bound copy in May 2004, but will send an additional electronic copy as well.
- * Tracie reviewed the SWMU 2 work plan and sent a comment/approval letter electronically to the team. She was concerned that the soil sampling depth was not right for use of 95% UCL evaluation. Gerry indicated that the soil samples were collected last week and were collected from 0 to 1 foot bls. Tracie said she understood.
- * Gerry will check with Paul Calligan to see if he is available to attend the August meeting.
- * Pete P. will be presenting "Dealing With Conflict" for August's training if there is a VCR available.
- * The Petroleum Update on the agenda has been extended from 30 minutes to one hour.
- * A 2 hour site visit has been added to the end of the agenda.
- * All action items from the February meeting have been completed.

New Action Items from June 17 teleconference:

- #1 - Phil will send an electronic copy of the Statement of Basis for SWMU 10 to Tracie. - **completed 6/17 - emailed to Team**
- #2 - TtNUS will look into scheduling a hotel and conference room for August meeting and report back to Team.
- #3 - Gerry will send the updated Exit Strategy to Team a week before the August meeting.

Betsy Rae Voss

Project Administrator

Tetra Tech NUS, Inc

1401 Oven Park Drive, Suite 201

Tallahassee, FL 32308

Telephone: (850) 385-9899

Fax: (850) 385-9860

vossb@ttnus.com

<http://www.ttnus.com>

<http://www.tetrattech.com>

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