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NSA PANAMA CITY
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FINAL MINUTES FROM PARTNERING TEAM MEETING DATED 14 SEPTEMBER 2005 CSS
PANAMA CITY FL
9/14/2005
TETRA TECH

Final Meeting Minutes
Naval Support Activity Panama City
Panama City, FL
September 14, 2005

MEMBERS PRESENT:

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

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.

Based on Jeff's action item 05.03.01, AOC 1 and SWMU 10 are complete, and SWMU 3 needs to have a Statement of Basis written. The Team projected a May 2006 start time for the public notice.

Action Item #1: Jeff will send Tracie a table of sites and their status in relation to HSWP permit mod by 9/23/05.

Action Item #2: Gerry and Jeff will get together to update the Exit Strategy to include NFA information based on the permit mod.

Consensus #1 – The NSA Panama City Partnering Team Meeting Minutes from the March 9, 2005 meeting were approved by Team.

2. Facilitator Update - Pete

Pete reviewed the Management Edge contract and it appears to be similar to the previous contract with ICLD. Management Edge would however like more emphasis on Team dynamics on their reports. Pete is going to continue as the Panama City facilitator.

3. Break

4. Camp Update - Jeff

The team reviewed the proposed CAMP dates and made changes during the meeting. The updated document is attached.

Action Item #3: Dan will email Tracie a revised RFI Addendum for SWMU 3 and SWMU 9 by 9/19/05.

Action Item #4: TtNUS will attach a revised Camp to the NSA Panama City Partnering Team September 2006 draft meeting minutes.

5. Lunch

6. Global RBCA – Tracie

Tracie presented a slide show describing the new Global RBCA rules.

7. Petroleum Update - Gerry

Gerry presented a UST Program status slide show. There are currently four active UST sites at Panama City. There was great discussion concerning the remedial action soil evacuation at AOC 2.

Action Item #5: Gerry will set up a conference call for Tuesday, September 20 at 10:00 to discuss AOC 2 remediation plan with Jeff, Arturo, Paul, Nick and Dan.

8. Exit Strategy - Gerry

Action Item #6: Gerry will update the summary page sheet on the Exit Strategy by 9/23/05 to include all NFA sites and all active sites.

Rich requested that the following dates be entered into the Exit Strategy:

- Baseline ROD/SOB Date
- Projected ROD/SOB Date
- Actual ROD/SOB Date
- Baseline NFA Date
- Projected NFA Date
- Actual NFA Date

Action Item #7: TtNUS will get with Jeff to update dates on the Exit Strategy by 9/30/05.

9. Tier II Update - Rich

Rich briefly summarized Tier II's highlights from their last meeting. There was discussion on the new Management Edge facilitation, funding will not increase or decrease over the next couple of years, Ensafe contract coming to an end and Tier II will be losing two Team members, and the newly created BRAC PMO will now be responsible for the BRAC base closure instead of SOUTHDIV.

10. Break

11. SWMU 10 MNA Update - Dan

Construction continues on the new building. Following completion of the construction, additional monitoring wells will be installed to replace those destroyed during construction activities.

12. SWMU 2 Update – Gerry

TtNUS further delineated some identified surface soil hot spots. Delineation has been completed and an interim removal action has been initiated by SOUTHDIV. One onsite monitoring well sample contained benzene and the detected concentration was confirmed by resampling. The detected concentration will require future monitoring.

Action Item #8: SouthDiv, NSA PC and TtNUS will discuss the options for the MW with benzene at SWMU 2 and share with Team at next meeting.

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

The next teleconference is schedule for November 17, 2005 at 10:00 EST. The next meeting is scheduled for February 8, 2006 in Tallahassee.

Meeting critique

Plus

- good meeting
- good meeting room

Delta

- absence of Jeff and Paul
- Mike sidetracked
- static on the phone
- TtNUS being late
- started losing focus

Pete's feedback for the team:

- flexible agenda
- concerned about time management, but recovered
- humor
- good team dynamics
- good participation
- stayed energized and focused
- good open ended questioning
- presenters prepared
- good discussion on Exit Strategy
- Team members stepping up for action items
- use of Jeff on telephone
- Gerry's electronic support
- info on Global RBCA

Action Items
NSA Panama City Partnering Team
Updated September 14, 2005

Action Item No.	Responsible Party	Status	Due Date	Action Item
Action Items from November 16, 2004 Meeting				
04.11.01	Gerry	Completed	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	Completed	1/15/05	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.
04.11.03	Dan	Completed	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	Completed	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.
Action Items from March 9, 2005 Meeting				
05.03.01	Jeff	Completed	3/18/05	Jeff will find out when the SOB was submitted for AOC 1, SWMU 10 and SWMU 9 and inquire about the SOB process for public notice by 3/18/05.
05.03.02	TtNUS	Removed		TtNUS will attach the updated SCAP with the meeting minutes email.
05.03.03	Jeff	Completed	3/21/05	Jeff will research the NFA Documentation for concurrence letters or date of permit by 3/21/05.
05.03.04	Dan	Completed	3/10/05	Dan will email an electronic copy of the Justification for NFA at SWMU 9 to the Team by 3/10/05.
05.03.05	Arturo	Completed	3/18/05	Arturo will look into a meeting room at St. Andrews State Park by 3/18/05.
New Action Items from September 14, 2005 Meeting				
05.09.01	Jeff		9/23/05	Jeff will send Tracie a table of sites and their status in relation to HSWP permit mod by 9/23/05.
05.09.02	Gerry/Jeff			Gerry and Jeff will get together to update the Exit Strategy to include NFA information based on the permit mod.
05.09.03	Dan		9/19/05	Dan will email Tracie a revised RFI Addendum for SWMU 3 and SWMU 9 by 9/19/05.
05.09.04	TtNUS			TtNUS will attach a revised Camp to the September draft meeting minutes.
05.09.05	Gerry		9/20/05	Gerry will set up a conference call for Tuesday, September 20 at 10:00 to discuss AOC 2 remediation plan with Jeff, Arturo, Paul, Nick and Dan.
05.09.06	Gerry		9/23/05	Gerry will update the summary page sheet on the Exit Strategy by 9/23/05 to include all NFA sites and all active sites.
05.09.07	TtNUS		9/30/05	TtNUS will get with Jeff to update dates on the Exit Strategy by 9/30/05.
05.09.08			2/8/06	SouthDiv, NSA PC and TtNUS will discuss the options for the MW with benzene at SWMU 2 and share with Team at next meeting.

NSA Panama City Partnering Team Consensus Items

Consensus Item No.	Consensus Item
1	The NSA Panama City Partnering Team Meeting Minutes from the March 9, 2005 meeting were approved by Team.

NSA Panama City Partnering Team Parking Lot

Parking Lot No.	Parking Lot Issue
	None for March

**PARTNERING MEETING AGENDA
NSA PANAMA CITY
Conference Call
November 17, 2005**

**Leader: Gerry Walker
Scribe: Betsy Voss
Timekeeper: Dan Waddill**

	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	Gerry	10:00 – 10:15	Info
	2	Camp/Exit Strategy Update	Jeff/Gerry	10:15 – 10:25	Info
	3	Petroleum Update	Paul	10:25 – 10:35	Info
	4	Statement of Basis Update	Jeff	10:35 – 10:45	Info
	5	Facility/MILCON Update	Arturo	10:45 – 11:00	Info
	6	SWMU 2 Update	Gerry/Dan	11:00 – 11:15	Info
	7	Meeting Closeout – review action items, consensus items, +/-, next agenda	Gerry	11:15 – 11:30	Info

Meeting Schedule

November 17, 2005 – Conference call – 10:00 EST
February 8, 2006 – Tallahassee, FL

Corrective Action Management Plan - Rev. 8 (September 2005)

Naval Support Activity Panama City, Panama City, Florida

Report Category	YEAR ONE	YEAR TWO	YEAR THREE	YEAR FOUR	YEAR FIVE	YEAR SIX	YEAR SEVEN	YEAR EIGHT
	FY 2002	FY 2003	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2008
	(Oct01-Sep02)	(Oct02-Sep03)	(Oct03-Sep04)	(Oct04-Sep05)	(Oct05-Sep06)	(Oct06-Sep07)	(Oct07-Sep08)	(Oct08-Sep09)
AOC 1								
Draft RFI Addendum	09-Oct-02							
Final RFI Addendum		21-May-03						
Draft Corrective Measures Study		23-Sep-03						
Final Corrective Measures Study			20-Jan-04					
Draft Statement of Basis			19-May-04					
Final Statement of Basis			20-Sep-04					
Draft Corrective Measures Implementation Plan					01-Mar-06			
Final Corrective Measures Implementation Plan					15-May-06			
Corrective Action					01-Aug-06			
SWMU 2								
Draft RFI Addendum				30-Sep-05				
Final RFI Addendum					18-Dec-05			
Draft Corrective Measures Study					NA			
Final Corrective Measures Study					NA			
Draft Statement of Basis						10-Feb-07		
Final Statement of Basis						15-May-07		
Draft Corrective Measures Implementation Plan							13-Apr-08	
Final Corrective Measures Implementation Plan							14-Sep-08	
Corrective Action								20-Nov-08

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SWMU 3								
Draft RFI Addendum	09-Oct-02							
Final RFI Addendum					31-Oct-05			
Draft Corrective Measures Study					NA			
Final Corrective Measures Study					NA			
Draft Statement of Basis					10-Feb-06			
Final Statement of Basis					15-May-06			
Draft Corrective Measures Implementation Plan							13-Apr-07	
Final Corrective Measures Implementation Plan							14-Sep-07	
Corrective Action								20-Nov-07
SWMU 9								
Draft RFI Addendum	09-Oct-02							
Final RFI Addendum					31-Oct-05			
Draft Corrective Measures Study					NA			
Final Corrective Measures Study					NA			
Draft Statement of Basis					NA			
Final Statement of Basis					NA			
Draft Corrective Measures Implementation Plan					NA			
Final Corrective Measures Implementation Plan					NA			
Corrective Action					NA			

Corrective Action Management Plan - Rev. 8 (September 2005)

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	(Oct01-Sep02)	(Oct02-Sep03)	(Oct03-Sep04)	(Oct04-Sep05)	(Oct05-Sep06)	(Oct06-Sep07)	(Oct07-Sep08)	(Oct08-Sep09)
SWMU 10								
Draft RFI Addendum	09-Oct-02							
Final RFI Addendum		21-May-03						
Draft Corrective Measures Study		23-Sep-03						
Final Corrective Measures Study			20-Jan-04					
Draft Statement of Basis			19-May-04					
Final Statement of Basis			20-Sep-04					
Draft Corrective Measures Implementation Plan					01-Mar-06			
Final Corrective Measures Implementation Plan					15-May-06			
Corrective Action					01-Aug-06			

NA - Following action, document will not be required.