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NSA PANAMA CITY
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AGENDA FOR PARTNERING TEAM MEETING DATED 13 SEPTEMBER 2006 CSS PANAMA
CITY FL
9/13/2006
TETRA TECH

**PARTNERING MEETING AGENDA
NSA PANAMA CITY
Tallahassee, FL
September 13, 2006**

**Leader: Bill Gates
Scribe: Denise Slowick
Timekeeper: Mike Clayton**

	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	Bill	8:30 – 9:30	Info
	2	Facilitator Training	Pete	9:30 – 10:30	Info
	3	Break	All	10:30 – 10:45	Needed
	4	Statement of Basis Update	Tom	10:45 – 11:00	Info
	5	SWMU 2 Update	Gerry	11:00 – 11:30	Info
	6	Tier II Update	Rich	11:30 – 11:45	Info
	7	Lunch	All	11:45 – 1:00	Needed
	8	Petroleum Update – AOC 2, G300	Tom	1:00 – 1:45	Info
	9	CAMP/Exit Strategy Update	Tom	1:45 – 3:15	Info
	10	Break	All	3:15 – 3:30	Needed
	11	Facility/MILCON Update	Arturo	3:30 – 3:45	Info
	12	Meeting Closeout – review action items, consensus items, +/-, next agenda	Bill	3:45 – 4:15	Info

Meeting Schedule
January 17, 2007 – TBD

Draft Meeting Minutes
Naval Support Activity Panama City
Tallahassee City, FL
September 13, 2006

MEMBERS PRESENT:

Tracie Bolanos	FDEP	Arturo McDonald	NSA PC
Mike Clayton	NSA PC – Time Keeper	Pete Paznokas	TME - Facilitator
Bill Gates	NAVFAC SE - Leader	Tom Johnston	TtNUS
Denise Slowick	TtNUS – Scribe	Jim Crane	Tier II Link

GUESTS:

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

The Team began with a round table check introducing new members. New members included Tom Johnston with TtNUS and Jim Crane the Tier II Link (filling in for Rich May who was attending a Whiting Field Partnering Team meeting). Gerry Walker joined the team for the SWMU 2 update and Tom presented the UST update for Larry Smith (who was also at the Whiting Field Partnering Team meeting). The Team recited ground rules through round table and Pete recited the meeting conduct. Action items were reviewed and a discussion of the permit mod followed.

Action Item 05.09.01: Tracie indicated that she is waiting on the modified permit. Tracie told the Team that John Griffin would hold on to the \$1000 until the mods are done and submitted, however, John Griffin is retiring and this could affect how long the money is held available. The draft permit mod will be submitted to Tracie by the 1st week in December with a target completion date of January 31, 2007. The following consensus was reached on this discussion.

Consensus Item #1: Move Action Item 05.09.01 (permit mod) to the Parking Lot.

The second consensus was reached to accept the last draft meeting minutes as final.

Consensus Item #2: Draft meeting minutes from the July meeting were accepted as final.

No agenda items were changed and this concluded item 1 on the agenda.

2. Facilitator Training – Pete

For facilitator training, the team charter was reviewed and updated. The new version is attached to these minutes. The following Action Items were reached.

Action Item #1: Jim (Tier II Link) will find out the status and role of the USEPA on the Partnering Team.

Action Item #2: The Partnering Team Charter will be updated and distributed with the completion of these meeting minutes.

Consensus Item #3: All changes to the Team Charter were accepted.

3. **Break**

4. **Statement of Basis Update – Tom**

Tom presented a summary of the SOB for SWMU 10 and AOC 1, indicating the major changes that have been made such as updating Tracie's last name, listing the actual remedies proposed instead of all remedies considered, and deleting references to EPA. Tom indicated that subsequent SOB's are planned to be site-specific and the team agreed with this. The Team agreed that removal of references to EPA from the Statement of Basis (SOB) was appropriate. The SOB is still draft with the date of Sept. 5 and approval by FDEP is sought by Navy. The team agreed that they would all review the draft SOB and provide feedback within a couple of weeks, if possible, or at least by mid October. Tom pointed out that there is one chemical at SWMU10 that could not be found in the data as exceeding GCTLs. This chemical is 1,2,4-trimethyl benzene (TMB). In the CMS it was identified as a COC and written as "here are the COCs that need to be monitored". Bill indicated that he had talked to Dan and they were not able to find the exceedance but because it was identified as a COC it is still included Bill asked that the Team let us know so it can go final. Out of this discussion the following action items were developed:

Action Item #3: Tom will highlight where 1,2,4-TMB is identified in SWMU10 and make sure it's only found in the groundwater and not the soil. He will have this done by Friday of this week. Completed 9/18/06 by Tom Johnston; highlighted SOB with explanatory text submitted to Bill.

Action Item #4: Arturo, Tracie and Mike need to have any changes/comments of the SOB AOC1 and SWMU10 in by October 13th.

Bill stated that groundwater is the issue in the SOB. Long-term monitoring began last year and OHC-Jacksonville got the contract but their contract didn't match. Bill did a contract mod to add the additional wells and it was awarded about a month ago. After the first mod it was found that some parameters (mainly SVOCs) were not included and not spelled out in the contract. Another mod was done and OHC started last week with the installation of wells and collecting samples for the correct parameters. Bill sent his blessing on the contract mod but OHC will have to come back out to collect the additional parameters. To keep this from happening at NSA PC Bill and Tom are working together and, based on information in the CMS and CMS Addendum for SWMU 10 and AOC 1 (plus other sites), are trying to make sure the SOB includes everything necessary to be compliant with the recommendations in those documents. The 1,2,4-TMB will be included in the initial monitoring but is expected to be eliminated after data show that it is not a concern. . Tracie asked which agency was in charge of keeping all of this information together. Tom had already compiled a table of past investigations (timeline) which helped him follow what has happened at the site and in what order to help him with the SOB. Tracie asked about Living CDs because it helps everyone do their jobs efficiently. Bill said it is hard to have a living CD due to Dan (NAVFAC SE) and TtNUS both preparing documents. It can be done but it is more difficult.

Action Item #5: Bill will look into merging and updating documentation from TtNUS and the Navy onto a Living CD by this September.

Tom would like to change the SOB format and showed an example to the team. The biggest change would be that the problem would be presented before presenting the solution to the problem. The team agreed with this.

Tom committed to having the internal draft of the SWMU 3 SOB ready for Navy review by the end of October. SWMU 9 is NFA so no SOB is needed for that site.

Bill stressed to the team that his boss, Roby Darby would like to be able to close out NSA PC by the summer of 2008. This is the date that Charleston will no longer exist and it will be a huge transition date. Bill is not moving to Jacksonville so he will not be a part of NSA PC after the date of transition. If all the remedies are implemented by the summer of 2008 there will not be much to transition, hence the reason for the push to finish these sites by that date.

Additional discussion of permit modifications and SOB approvals: The question was asked "If the SOBs and public comment period is done within 6 months, would the end of these 6 months be the permit mod date?" Mike thinks that four months is enough time and that the date has been pushed out too many times. The permit is up for renewal in Nov. 2008. The SWMU 10 and AOC1 permit mod will be the 1st Mod for this Base. Tracy indicated that John Griffin is retiring so DEP might not hold the \$1000 for much longer. The team agreed to try to include as many of the five sites as possible in the upcoming permit mod. After the public comment period which is 30 days, the mod could be submitted by January 2007. Mike indicated that there is not much change for the permit mod and Tom committed to meeting the January completion date for the mod. Bill told the team that the permit mod will include SWMU 9 making it contain 3 sites (SWMU10, AOC1 and SWMU9). Tom and Mike said that SWMU 3 is going to be more difficult to review etc. and it probably will not be ready but the team will try to include that site, as well.

5. Tier II Update – Jim

The last Tier II meeting was held August 9 through August 11. The meeting was shortened by drive to Cape Canaveral for a tour of a steam auger site. The following is a brief list of the aspects of the tour:

- the steam auger can go to 50-60 feet
- it can get it down to measuring what is coming out as it is happening
- it vaporizes the VOCs as they comes up
- good technology
- pilot study years ago and it showed promise and now it works and it works well
- the system is expensive
- the system is portable no structure that has to be built

Doug stated that everyone is reorganizing including EPA. Jim stated that at least 60% of SOUTHDIV people were not going to move and he was also told that the restoration portion would stay in Charleston until Summer 2008. Because of Joe McCauley's retirement this was the first meeting without him. Tier III has no update because they are busy with the reorganizations. Tier III will start again next month. The Petroleum Site Management Plans (SMP) were done through Southern Division but it has fallen to the side and needs to get back on track. Tier III will use the exit strategies so the SMPs do need to be included. The Exit Strategies of the teams were looked at and need to be brought up to date. The Decision Document is the Site Assessment Report (SAR) for the petroleum document. The Exit Strategy should be considered a working document and they should not run the partnering meetings. They also updated their charter during the meeting. They need to work on setting new goals and their next meeting should be November 29.

6. Lunch

7. SWMU 2 Update - Gerry

It was stated that SWMU 2 had GCTL exceedances. Benzene exceeded GCTL in one well and the exceedance was confirmed through resampling. This well needs to be monitored. The metals that are also in exceedance are Mn, Fe, Sb. The levels were shown in Gerry's presentation. Tracy asked if the detections were along site boundaries or in the middle of the site and Gerry pointed them out on the map. The metals could be considered components of a Poor Quality Aquifer the benzene can not. Fe exceeds the poor water quality standard by 2x3 times so Gerry asked Tracy if it can still be considered acceptable under the Poor Quality Aquifer and Tracy indicated that as long as it is contained in the site boundary and not affecting any surface body waters adjacent to the site it can be. They would need to put in a well further to the NW (down gradient) showing that we are not impacting a surface water body. If the Fe shows less than surface water standards it would be OK and be accepted as poor quality. Gerry indicated that every one of our background wells are low concentrations and have been recently resampled. Bill then asked what is needed to represent background conditions and Tracy said a sample taken from a natural area (an area that has not been affected by man). Bill asked if we have a plume situation and Gerry indicated that it has not been found in any other wells. Tracy suggested that they install the wells then propose poor quality for metals and get NFA with LUCs

for the benzene (if you can prove it's not leaving the site). Jim is not sure if it would fit poor quality criteria unless we see it is naturally accruing. Gerry came up with options for SWMU 2 shown in his presentation, a copy of which was passed out during the meeting. Tracy sees step 2 (Install downgradient wells, sample one time, and apply for NFA with LUCs) and step 3 (monitored natural attenuation, because of benzene) as being the most promising options. The RFI Addendum has not gone final and needs a rewrite of the results and conclusions section to add the additional wells that are needed for natural attenuation. Extending the sampling for 5 years with Source Control is undesirable because it is too expensive. If metal concentrations can be attributed to background we can go NFA on benzene and metals. Sampling needs to be quarterly. Discussion ensued about whether additional groundwater wells would change the understanding of upgradient concentrations and whether groundwater modeling would be an effective tool to use for understanding metal transport in the groundwater, especially related to surface water contamination potential. Tom asked how Florida surface water standards compared to GCTLs and Tracie stated that they are generally higher. Tracie also added that if you can show the background well is high then modeling is not needed. Tom asked if we have the data to do the modeling and he suggest that he talk to our (TtNUS) modelers to find out.

Action Item #6: Tom will contact modeler to find out what data would be needed to support modeling if it were used.

The team agreed that installation of two down gradient wells would be the most likely scenario and the required screen depths were discussed. Gerry gave the depths of wells with high Fe hits – PCY-2-71 40-50 ft 2-1D 50-60 ft 2-1S 2-12 ft and 2-1 8-25 ft. Mike recalled a dredging project from the marina being put in the square area (Boat Storage Yard) about 10 years ago which could account for some of the iron contamination.

Action Item #7: Arturo will find out the results of any sampling from the dredging project about 10 years ago at the Boat Storage Yard

Action Item #8: Tom will summarize the 455 groundwater metals data by 10/03/06.

Bill questioned were we stand on the CTO and Gerry would like to recommended a change to the conclusions of the RFI Addendum. Bill asked whether this would complete the CTO. Gerry then stated that if this site were to require a Correction Measures Implementation Plan we don't have a CMS for SWMU2.

TtNUS is contracted to do the RFI Addendum with conclusions that we need to go out and look at the groundwater more. Bill stated that the Navy would probably prefer to close out this CTO and open a new one to address additional monitoring. A priority will be given to this because SWMU2 is the last site needed to close out the NSA Panama City RFI sites. Pete asked Gerry what he specifically wanted for this site and Gerry listed the following:

- *close out the RFI Addendum
- *identified a potential source area but doesn't think we have created a new SWMU
- *look at background a little more
- *install more wells - downgradient
- *look for doing NFA w/ LUCs

It was agreed that Bill will seek additional Navy funds. The question was then asked what the final product will be, a RFI Addendum or CMS and Bill replied that a SOW needs to be done that incorporates all of it. Mike let the Team know that the base is planning on putting in a childcare facility at the corner of Pirates place and Solomon's drive, near the Boat Storage Area. It was also stated that workers would need OSHA training to dig in that area under current conditions so the childcare facility location should be moved. Mike would like to ask that the facility be moved further North Northwest of Pirates Place.

8. Petroleum Update –AOC 2, G300 – Tom

Larry supplied Tom with notes he put together which Tom handed out to the team. A discussion of G300 began with the statement that Larry is still trying to contact Steve with CH2M Hill. The belief is that the site will end up with LUCs with yearly monitoring. Tom asked Tracy if it does impact a surface water body can they still go LUCs and she stated that yes they can. Bill wanted Arturo and Mike to note the change in Navy personnel Lt. O'Sullivan was replaced by Lt. Richer in June '06. Steve's cell number (770-329-5827) was given so Larry can attempt contact again. Mike and Arturo want Larry to understand that he needs to keep the customer updated at least quarterly and that the customer is frustrated at the lack of progress on this. Bill will also work on the Navy side to get things updated with the customer and make them happy. The AOC2 discussion followed. Remedial Action Plan (RAP) 3 is soon to be done and we are putting wells between the source area and the building. Larry is aware of the need to attend these meetings and expressed his apologies for not being here. The customer wanted to abandon some of the wells and it was agreed by Larry and Bill that they can abandon the existing wells and new ones can be installed as needed at a later date.

Break

9. Facility/MILCON Update - Arturo

Arturo again stated that AOC 2 wells are being abandoned and that new ones will be replaced if needed and that Larry agreed with this.

10. CAMP/Exit Strategy - Tom

Tom handed out the Exit Strategy for everyone to review and he explained the color scheme that is being used. The following action items and consensus were reached during the discussion of the Exit Strategy. They were discussed and decided during the meeting with Tom implementing them on the Exit Strategy and showing them on the overhead.

Consensus Item #4: The Final SOB is the definition of what the ROD date is.

Action Item #9: Bill will check on putting a date of no more than 30 years on the NFA date.

SWMU9 – The permit mod approval should be the NFA date – Tracy will generate an approval letter. Bill asked if we have an RFI approval letter – The answer was “no” because Dan owes her a formalized document.

Action Item #10: Bill will request Dan to move forward with completion of the RFI SWMU 9 by 09/22/06.

Action Item #11: Jim will find out if the letter approving the RFI satisfies the NFA decision point 09/20/06

On the Petroleum Sites discussion Bill asked what the equivalent to the SOB for the petroleum sites would be. And Tracy stated that there is no equivalent and that a SAR is done. When it is done a Site Rehabilitation Completion Order (SRCO) will be generated by FDEP. Jim stated that the team might be approached by Robby about the headings for petroleum because Tier II needs them.

Action Item #12: Bill will find out actual date for the RIP on the petroleum sites.

G300 - Tracy still needs to review the report AFDR

AOC2 – actively working on another RAP

Consensus #5 on the changes for the exit strategies

CAMP date changes were then made on the overhead by Tom. The dates on the CAMP look old and Bill wanted to know if the dates were real. Tom and Tracy indicated that they did.

Action Item #13: Gerry will complete the RFI Addendum (Mod).

Tracy had to leave the meeting at about 4:00 PM. The meeting ran longer than the agenda stated. Tracie stayed to schedule the next teleconference call. The call is scheduled for November 16th 10:00 AM Eastern time.

Action Item #14: To find out the status of SWMU 3 RFI Addendum and work with Bill for the dates on the CAMP.

Action Item #15: Tom will find out if there an application for a permit mod.

12. Meeting Closeout

Pete and the Team gave their critique of the meeting.

Meeting critique

Plus

- cookies from Tracy
- location good
- Bill was a leader
- hotels nice and near the office
- learning experience
- impressed by new people and their work ethic
- having Jim here
- team patience
- decisions made were good
- refreshments from Gerry

Delta

- losing the hour from PC because of time zone difference
- one day meeting is long
- conference room is small
- seemed rushed with the 1 day meeting

Pete's feedback for the Team:

- new topics for discussion should be put added to the agenda early
- brainstorming great
- team dynamics good
- rules followed
- the scribe did a good job
- Bill was good meeting leader
- Tier II sending a representative to the meeting was good
- Tier II contributing to the meeting and sharing their knowledge was good
- very good meeting

Action Items
NSA Panama City Partnering Team
Updated September 13, 2006

Action Item No.	Responsible Party	Status	Due Date	Action Item
Action Items from September 14, 2005 Meeting				
05.09.01	Jeff	Completed	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	Completed		Gerry and Jeff will get together to update the Exit Strategy to include NFA information based on the permit mod.
05.09.03	Dan	Working	9/19/05	Dan will email Tracie a revised RFI Addendum for SWMU 3 and SWMU 9 by 9/19/05 – waiting on Final RFI.
05.09.04	TtNUS	Completed		TtNUS will attach a revised Camp to the September draft meeting minutes.
05.09.05	Gerry	Completed	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	Completed	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	Completed	9/30/05	TtNUS will get with Jeff to update dates on the Exit Strategy by 9/30/05.
05.09.08		Completed	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.
Action Items from February 22, 2006 Meeting				
06.02.01	Jeff	Completed	10/30/06	The Navy is to award HSWA Permit Modification to TtNUS by this fiscal year.
06.02.02	Jeff	Completed	02/24/06	Jeff will check the renewal date for the PC RCRA Permit.
06.02.03	Jeff	Completed	03/03/06	Jeff will coordinate with OHC and TtNUS regarding LTM at SWMU 10/AOC.
06.02.04	Jeff	Completed	04/30/06	SWMU 9 and 3 need Draft SOBs
06.02.05	Dan	Completed	04/01/06	Need to explore justification that the surface water will not be impacted at SWMU 2 GW
Action items from April 18, 2006 Meeting				
06.04.01	Larry	Completed		Larry will call Jeff to discuss site history and proposal to clean up Site G300, and then request an NFA with controls from FDEP, or explore other options if this is not possible.
06.04.02	Tracie	Completed		Tracie will research to see if 95% UCL can be used on the previously removed soil pile at AOC2.
06.04.03	Jeff	Completed		Jeff will check with Brian at WRS to identify what the sampling protocol was at AOC2.
New Action Items from July 26, 2006 Meeting				

Action Item No.	Responsible Party	Status	Due Date	Action Item
06.07.01	Tom/Bill	Completed		Tom and Bill will discuss verbiage for an email regarding writing a permit mod instead of a SOB at SWMU 9 and give to Tracie to send to John Griffin at FDEP. – completed during meeting.
06.07.02	Gerry		08/02/06	Gerry will find out how many remaining arsenic concentrations there are after soil removal at SWMU 2 and discuss with Tracie on August 2, 2006.
06.07.03	Tracie			Tracie will find out if there is a TDS number that is applicable to poor quality groundwater criteria.
06.07.04	Bill			Bill will send Tracie a revised workplan after hearing the results of Tracie and Gerry's discussion regarding the remaining arsenic concentrations at SWMU 2.
06.07.05	Dan		08/30/06	Dan will finalize the RFI addendum for SWMU 9 by August 30, 2006.
06.07.06	Arturo	Completed	08/04/06	Arturo will look to see if he has copies of the SOB comments for SWMU 10 and AOC 1 and if not, then Bill will check with Dan or Tracie by August 4, 2006. – Action completed by Arturo and Tracie confirmed that she had approved the SOB with indicated changes as submitted by Arturo.
06.07.07	Bill		08/15/06	Bill will get with Adrian and/or Robbie in Charleston to discuss Mayport's strategy regarding the column labeling and dates on the Exit Strategy by August 15, 2006.
New Action Items from September 13, 2006 Meeting				
13.09.01	Jim/Tier II Link		11/16/06	Find out the status and role of the USEPA on the Partnering Team
13.09.02	Tom			The Charter will be updated and distributed with the meeting minutes
13.09.03	Tom		09/15/06	Highlight where 1,2,4-TMB is identified in SWMU10 and see if there are any issues with it in the soil in the SOB
13.09.04	Arturo, Tracie and Mike		10/13/06	have any changes/comments on the SOB on AOC1 and SWMU10 in by October 13 th
13.09.05	Bill/Tom/Dan		10/31/06	Find out who will merge and update all documents from TtNUS and the Navy onto a Living CD – Bill will look into this
13.09.06	Tom		10/03/06	Contact TtNUS modeler to find out modeling requirements for the gw at SWMU2
13.09.07	Arturo		10/27/06	Find out the results of any sampling from the dredging project about 10 years ago at the Boat Storage Yard - Arturo
13.09.08	Tom		10/03/06	get the 455 sampling data for Fe
13.09.09	Bill		10/06/06	check if putting a date of no more than 30 years on the NFA date is correct
13.09.10	Bill		09/22/08	push Dan on the RFI SWMU 9

Action Item No.	Responsible Party	Status	Due Date	Action Item
13.09.11	Jim		09/20/06	find out if the letter approving the RFI will satisfy the NFA decision point
13.09.12	Bill		10/13/06	Bill will find out actual date for the RIP on the petroleum sites
13.09.13	Gerry		12/31/06	Complete the RFI Addendum (Mod) SWMU 2
13.09.14	Tom		10/31/06	find out the status of SWMU 3 RFI Addendum from Tracie and work with Bill for the dates on the CAMP
13.09.15	Tom		10/31/06	Find out if there is an application for the permit mod

NSA Panama City Partnering Team Consensus Items

Consensus Item No.	Consensus Item
1	Move Action Item 05.09.01 (Permit Mod) to the Parking Lot.
2	Draft meeting minutes from the July meeting were accepted as final.
3	All of the changes to the team charter.
4	the Final SOB is the definition of what the ROD date should be
5	changes to the exit strategies accepted

NSA Panama City Partnering Team Parking Lot

Parking Lot No.	Parking Lot Issue
1	Permit MOD
2	

**PARTNERING MEETING AGENDA
NSA PANAMA CITY
Teleconference
November 16, 2006**

**Leader: Tom
Scribe: Denise Slowick
Timekeeper: Bill**

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Meeting Schedule

January 17, 2007 – in Tallahassee
Travel on 17th – start 1:00-5:00
18th finish 8:00-12:00