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03.01.00.0225**PENSACOLA PARTNERING TEAM
MEETING MINUTES****DATE:** September 25 – 26, 2000**LOCATION:** Atlanta, GA**TEAM LEADER:** Bill Hill**SCRIBE:** Ron Joyner**GATE KEEPER/TIME KEEPER:** Gena Townsend**PROCESS FACILITATOR:** Anne Marie Lyddy**ATTENDEES:****Team Members:**Allison Harris
Fugitt
Terry Hansen
Ron Joyner
Brian Caldwell
Gena Townsend
Bill Hill**Support Members:**Robby Darby – Tier II Link
Anne Marie Lyddy – Facilitator
Paul Stoddard – Tier II Link

Joe

Guests: Greg Wifley - CCI**1. Check-In**

Meeting began at 1:30. Everyone is doing fine. The ground rules and meeting processes were reviewed. Amy Twitty could not attend; Ron has her proxy. (It was later learned that Amy Twitty would be leaving the team and Greg Wifley would be taking her place).

2. Review of Action Items/Reminders

0003-A06: The work plan and SAP for the Site 2 Sampling still needs to be completed for the record; Gena will get EPA's portion of this together. Pending; Bobby Lewis will finalize the SAP and send to Allison. Bobby will finalize by the 9/29/2000.

0003-A07: Terry to write up the Site 2 cooperative effort as a success story. Complete. To be resubmitted to team. Terry sent email. Still needs work. Allison sent email – she will re-send. Terry to complete by August 25, 2000. This item to be placed on agenda for December 2000 meeting in Pensacola.

0006-A14 Robbie is to check with Rich May to determine how success stories are placed on the USEPA Region IV web page. Complete.

0006-A22 Brian to review turbidity and water quality parameters for the Chevalier Field area samples – manganese in the samples is also to be reviewed. Complete.

0006-A26 Tom Dillon to provide concurrence on Site 40 RI errata submittal. On Agenda.

0006-A28 Terry/ Pittsburgh GIS to coordinate with Constantine Tulan Memphis EnSafe. Estimated completion date is April 2001.

0006-A29 Terry/ Pittsburgh GIS to coordinate with Scott McAvooy SDIV to determine what level of effort would be required to develop a Pensacola GIS. See 0006-A28.

0006-A32 TiNUS (Gerry Walker) is to develop a Site 1 presentation for the Nov/Dec RAB meeting. Ongoing until 12/5/00.

0008-A41 Anne Marie will email a list of the team modules by the end of October, 2000.

0008-42: Joe will send the Site 40 RI errata to UF and make sure they can review it. No funding is available for UF review.

0008-A43: Allison will make changes to the Site 15 ROD based on Joe's comments by the end of August 2000. Complete.

0008-A44: Joe will take the Site 38 memo back to Ligia and/or Steve Roberts to see if they agree with the methodology. May need to set up a conference call. Joe spoke with Legia. See 0008-42.

0008-A45: Team members involved in the Site 38 review will make a recommendation of alternatives and e-mail to the team by September 8, 2000. Complete. On Agenda.

0008-A46: Amy will check with the CH2M Hill office to see if we can have the conference room on the 25th and 26th. Complete.

3. Tetra Tech Update

Second Round of sampling for Site 1 has been completed. Results are not back yet.

The drums at Site 43 will be sampled near the end of October.

The two wells at Bronson Field have been installed and sampled.

Bill Hill stated that the property transfer for the expansion of Barrancas National Cemetery should take place in six to eight months.

4. GIS Update

Terry Hansen informed the team that the estimated completion date is in the April 2001 timeframe.

5. Tier II Update

Robbie Darby stated that in the future, DSMOA funding will be distributed on a task basis.

Cecil Field will be the next team to make a presentation to Tier II.

Video conferencing is being considered as an alternative to meetings.

0009-A047: Team members are to provide Robby with information on video conferencing facilities available at each members location.

Meeting frequency should be addressed by each team.

The survey results for the Joint Tier I / Tier II meeting were reviewed. The majority who responded were in favor of conducting the meeting in early 2001 with Technical and policy issues being the major topics of discussion. Approximately 25% of team members responded to the survey.

Tier I teams should review schedules at each meeting.

6. OU 4 Status

Joe submitted the Concurrence Letter on September 18th and has not received any feedback yet.

Action Item 0009-48: Joe will notify Gena as soon as he receives word on the concurrence letter.

Gena stated that the EPA concurrence letter will be signed on September 27th.

Bill Hill stated that funding for the removal action phase III is set for the third quarter of 2001.

7. OU 13 Update

Joe sent his comments on the draft ROD and Focused Feasibility Study on September 13th with only minor changes requested.

Action Item 000949: Brian will submit replacement p a w for concurrence by October 6th.

Action Item 0009-50: Joe will issue a concurrence letter (pending 000949) by October 30th.

8. OU 6

Brian distributed a map showing the manganese distribution at OU 6 and the surrounding area at the southern portion of Chevalier Field. Based on the results shown, it was difficult to attribute manganese to OU 6.

9. Facility Update

A project has been initiated to move the fence located at the west boundary of site 12. The project is not expected to impact any contaminated areas.

10. Schedules and SMP

Bill Will revised the schedule in accordance with the August partnering meeting.

The OU 13 Concurrence letter slips to October 30th making the Record Of Decision date August 8th, 2001. This will move the funding of Phase III to FY 02.

The OU 6 schedule was not developed due to the manganese issue.

Gena will keep the OU 13 ROD in the system for the 3rd quarter of 2001.

11. Day 2 Check-In

Ann Marie is engaged.

12. Training

Ann Marie put each Team member's MBTI on a poster and conducted a team exercise that emphasized focusing on the positive aspects of each member's personality traits.

13* OU-6

Brian provided Joe with a new Table 1 showing the re-calculated HI's.

Action Item 0009-51: Joe will provide Tim a copy of the Table for his approval and suggestion as to how it can be incorporated into the ROD.

14. Site 40

Team Consensus: Foraging fish samples will be collected synoptically with sediment samples. The Eco sub-committee will meet on the morning of October 24th to develop a sampling plan.

15. Site 38

Team Consensus: Another round of groundwater sampling will be performed in order to provide a current picture of the status of the site, it may eliminate the need for additional soil sampling, and it may provide data on the relationship of Site 38 with Site 2.

The wells at Building 71 to be sampled for TAL and TCL are 38GS01, 02, 03, 05, 10, 11, 12 & 13. No wells will be tested for pesticides or PCBs. The wells located at Building 604 that are to be sampled are 38GS07, 08, 09, 14, 15, 17, 18, 19, 20, 21, 22, 24, 29, 32 and 38GI04 & 08.

Action Item 0009-52: Joe will talk to Greg Brown about sites at other facilities concerning separation of media (groundwater at site 38 and surface water at site 2).

Action Item 0009-53: Joe will check with Jorge on his availability for the December or January meeting.

16. Facilitator Evaluation

Completed Facilitator Performance Evaluation form.

1% Develop Agenda for Next Meeting

Next Meeting: October 24 - 25, 2000 at Anchorage Inn in Charleston, begin 1:30 p.m. Day 1. Eco-Subcommittee will meet at 8:00 a.m.

Leader: Ron Joyner

Scribe: Gena Townsend

Timekeeper: Greg Wilfley

Next Meeting Agenda:

Description	Presenter	Time	Category/ Expectation
Check-in/Agenda Modifications/AI	Ron	1 hour	Information
TtNUS Fieldwork Update	Terry	30 min	Information
Facilitator Evaluation	All	15 min	Evaluation
OU-6 Status	Brian	30 min	Update
Site 40 - ECO	Allison/Tom	2 hour	Info/Decision
Facility Update	Ron	15 min	Information
Training	Anne Marie	1 hour	Training
Tier II Update	Robby	30 min	Information
Site 15 update	Brian	30 min	Info/Decision
Remedial Action Compliance Report	Bill	30 min	Information
New Member / Departing Member	Ann Marie	1 hour	Cry
Schedules	Bill	30 min	Information
Lunch	Team	1 hours	Refresh
Breaks	Team	1 hour	Relax
Close Out	Allison	.5 hour	Planning

Parking Lot

Item No.	Parking Lot Issue
9903-A13	Bill will submit a letter to EPA and State requesting that OU-10 be handled under RCRA authority.
9802-A14	Brian to follow up on the list of wells to be kept for future modeling.
9806-A44	Review Tier II deliverable packages (rev. 9) for corrections and respond to Bill.
9811-M03	Bring MBTI materials to all meetings.
0003-A12	Terry will be copied on all correspondence henceforth for the AR.

Open Action Items

Action Item #	Responsible Party	Status	Due Date	Action Item
0003-A06	Gena, Bobby	Pending		The work plan and SAP for the Site 2 Sampling still needs to be completed for the record; Gena will get EPA's portion of this together. Pending; Bobby Lewis will finalize the SAP by 9/29/2000.
0003-A07	Terry, Allison	Ongoing	08/25/00	Terry to write up the Site 2 cooperative effort as a success story. Complete. To be resubmitted to team. Terry sent email. Still needs work. Allison sent email - she will re-send. Terry to complete by August 25, 2000. This item to be placed on agenda for December 2000 meeting in Pensacola.
0006-A28	Terry	Open		Terry/ Pittsburgh GIS to coordinate with Constantine Tudan Memphis EnSafe. ECD April 2001.
0006-A32	TtNUS	Ongoing	12/05/00	Gerry Walker is to develop a Site 1 presentation for the Nov/Dec RAB meeting. Ongoing until 12/5/00.
0008-A41	Anne Marie	Open	08/30/00	Anne Marie will email a list of the team modules by the end of October, 2000.
0007-A42	Joe	Open		Joe will send the Site 40 RI errata to UF and make sure they can review it. No funding for UF review.
0009-A47	Team	Open		Team members will provide Robby with information on video conferencing facilities available at each member's location.
0009-A48	Joe	Open		Joe will notify Gena as soon as he receives word on the concurrence letter on OU 4.
0009-A49	Brian	Open	10/06/00	Brian will submit replacement pages for concurrence on OU13.
0009-A50	Joe	Open	10/30/00	Joe will submit concurrence letter (pending 0009-A49).
0009-A51	Joe	Open		Joe will provide Tim a copy of the recalculated HI table for his approval and suggestion as to how it can be incorporated into the ROD.
0009-A52	Joe	Open		Joe will talk to Greg Brown about sites at other facilities concerning separation of media (groundwater at site 38 and surface water at site 2).
0009-A53	Joe	Open		Joe will check with Jorge on his availability for the December or January meeting.