

DRAFT
Pensacola Partnering Team
May 13 and 14, 2003
Meeting Minutes

ATTENDEES:

Team Members:

Brian Caldwell	EnSafe Inc.	Greg Campbell	NAS Pensacola
Allison Harris	EnSafe Inc.	Gus Campana	ICLD - Facilitator
Gena Townsend	EPA	Paul Stoddard	EnSafe Inc - Tier II Link
Tracie Vaught	FDEP	Jamie Pelt	TtNUS - Scribe
Gerry Walker	TtNUS - Leader	Greg Wilfley	CH2MHill - Timekeeper

Guests: Amy Twitty, CH2MHill
Hugo Ochoa, University of Florida, FDEP

1. Check-In/Opening Remarks/Approve Minutes/Action Item & Parking Lot Review/Review Agenda

The meeting began at 8:00 A.M. everyone checked in and the Ground Rules were read.

Bill Hill and Tom Dillan will not be here. Hugo Ochoa and Gary Benfield will be here on Wednesday. Gerry indicated that he may need to leave at noon on Wednesday. Greg C. will be the proxy for Bill.

Corrections to the March 2003 meeting minutes were discussed in detail. The changes were made to the March 2003 meeting minutes. Jamie will send them out with the draft minutes from this meeting.

Consensus #1: Approval of the March 2003 Meeting Minutes with the changes incorporated.

Consensus #2: Review the Charter at the next meeting when all Team members are present.

The Team Reviewed the Action Items from the March 2003 Meeting:

- A10303** - Greg C. will send a PDF Map to Tracie in an email with the locations of outlying fields for her to review of background study. Tracie will give a thumb up or thumbs down. Tracie will get it to her by April 4, 2003. **Open**
- A20303** - If OLF background locations are approved by Tracie, Greg W. needs to look at the background study data from NAS Whiting Field and see if it can be incorporated with the NASP background data, by next partnering meeting in the Site 15 and 43 Action Item. **Open**
- A30303** - Allison will send Hugo and the Team an email with a summarized paragraph of Site 40's history. Tracie will question Hugo on what he needs to discuss the Team's generalized position at the next partnering meeting May, 2003. **Allison sent the email/Tracie spoke to Hugo. Closed**
- A40303** - Allison to combine all RI/FS Reports and Data for Sites 38 and 40 on CD and send to the Team by April 30, 2003. **Closed**

- A50303** – For site 43, Greg W. is to revisit the 95% UCL calculation in light of FDEP's input and see how it affects the Site 43 report. **Greg W. said that Amy is working on this. Closed – on the May Agenda**
- A60303** – Greg W. will research the basis for regulatory guidance concentrations and how they apply to the data that presented for Table 3.2 in the Site 43 report and inform Tracie. **Closed – on the May Agenda**
- A70303** – Gerry will plug in the LUC boundaries for OU1 and present it to the Team at the May 2003 Meeting. **Closed – on the May Agenda**

Changes to the Agenda

The Agenda Items were prioritized
Agenda item review of the Charter was deleted
Training was moved to first thing on Tuesday
Petroleum Update was added.

2. Training – Management Concepts II

Gus gave a presentation on Management Concepts II and included references to prominent individuals in the field including:

Laurence Peter - The Peter Principle – "Raised to the level of your incompetence"

Dealing with the level of incompetence:

Face the Truth
Substitution

Avoiding Level of Incompetence:

Refuse Promotion
Creative Incompetence

Peter Drucker

Focuses on knowledge and the knowledge worker
Questions basic assumptions
Today there is much more outsourcing
Teams – 3 different types of Teams
 Baseball – Everyone has their own work/position
 Football – Everyone has own position, but functions as part of the team - flexible
 Tennis Doubles – players have primary rather than fixed positions – more flexible.
 What is this team? There was a discussion within the Team on their thoughts on what the NAS Pensacola Team is: baseball, football or doubles

Summary of Peter Drucker:

Ever evolving
Considers the past to look at the future
Has not always been agreed with

Tom Peters

"Start with Taylorism, add a layer of Druckerism and a dose of McNamaraism, and the by the late 1970s you had the great American corporation that was being run by bean counters..."

Tom Peters and Bob Waterman went in search of excellence.

Conclusions:

A bias for action – just do it, getting on with it

Close to the customer – Frito Lay Company

Autonomy and entrepreneurship

Productivity through people

Hands-on, value-driven – management philosophy that guides everyday practice.

Stick to the knitting – stay with the business that you know

Simple form, lean staff

Simultaneous loose-tight properties

3. OU2 - Brian

Brian gave a progress overview for OU 2. The analytical data validation process is not completed yet, so the data is still draft. However three spreadsheets have been compiled: groundwater exceedances, soil exceedances and SPLP exceedances. The draft data indicates that we will still need to deal with the volatile plume on sites 25, 27 and eastern side of site 30 and the southwest side of site 30. There are metals on the north side of site 11 and volatiles and metals on the southside of site 11. Several wells immediately adjacent to water bodies, including wetlands 5a, 5b and 6 had exceedances. They have not yet been compared to the freshwater criteria. There were few exceedances in the soil this time for the SCTLs. There were several failures for SPLP. Brian showed the original map to the Team.

Brian talked about MOROS: Monitoring and Remediation Optimization System. It takes any system you are monitoring and eliminates the redundancy and takes the trend analysis, incorporates all of that and comes up with a streamlining of your monitoring system. Brian offered to make a copy for the Team. He has downloaded it already and says it is great for setting up your initial monitoring, it will streamline a system giving you all the information you need. It is cutting edge and he feels would be very applicable to NAS Pensacola. The optimization system was developed by Groundwater Information Systems.

4. Site 38

Tracie said no there are no new developments – FDEP will have UCL training later this week with talk about the new regulations coming out in two weeks. However, she isn't convinced it will happen.

Allison is going ahead with their reports incorporating UCL's prior to the new FDEP guidance. If FDEP UCL guidance changes, they will incorporate it later.

Greg W. asked for some specific details about the FDEP UCL training. Tracie explained that they will discuss how non-detects are handled and other things they are tweaking, but the training is not expected to change the basic rules.

5. Site Specific Background

Tracie and Greg located the background sample locations for outlying fields as part of the NAS Whiting Field background study. They transferred the locations to a geological map of Florida and Tracie stated that because the locations were located in different geologic environments from NAS Pensacola, the majority background locations could not be used. The outlying fields are in a gravelly coarse sand environment, whereas NAS Pensacola is a fine sand and silt environment. Metal concentrations would differ in two environments.

Can we use the Whiting information? Are they applicable? They are not applicable with the exception of OLF Holley which is in the same environment and could be used.

List of possible future locations:

Eglin
OLF Bronson

The Team evaluated potential background locations for regional background study but no decisions were made.

6. Close-out Report Site 43 - Amy

Amy Twitty gave a long presentation covering the details of the Site 43. Following the discussion the following action items were added.

A10503: Greg W. will estimate cost for soil removal where soil results exceeded leachability on Site 43 by June 13, 2003.

A20503: TTNUS will come up with costs to do an RIFS for Site 43 through remediation assuming long-term monitoring is the final remedy by June 13, 2003.

Gena suggests a conference call before the August 2003 meeting to discuss the outcome of the completed Action Items concerning Site 43.

Consensus #3: The Team has added a conference call on June 19, 2003 at 10:00am eastern time to evaluate the costs for soil removal vs. RIFS.

7. Close-out Report Site 15 - Amy

Amy Twitty gave a presentation covering the details of the Site 15. Following the discussion the following action items were added.

A30503: Amy will recalculate the 95% UCL on the remaining data at Site 15 by June 13, 2003.

8. OU13 Progress Report – Greg W.

CCI received approval from EPA and FDEP on the Workplan Addendum #5. CCI is waiting on SouthDiv to provide technical direction for change in scope in order to proceed with field work.

9. SCAP Update

Gena added the numbers from the last meeting, there are no other changes to be made. This will be our baseline for Tier II. No significant changes were made since the last meeting.

10. Facility Update - Greg C.

Greg Campbell contacted the RAB members to see if they wanted to have a meeting. There has been no progress made, hopefully in September there will be more progress and a RAB meeting will be held.

The IDW drums at OU1 have been sampled and will be disposed of shortly. Drums at OU2 will also be disposed of at the same time.

11. Tier II Update - Paul S.

Paul indicated that the Agencies are still working on the LUCIP process. Not much has happened since our last meeting and the next Tier II meeting is in June 2003.

12. RAC Update –Greg W.

The majority of the RAC update was covered earlier by Amy's presentation. RAC has several UST sites coming their way.

Meeting close out of 1st Day:

The agenda was discussed for the next day. The remaining items were prioritized.

A40503: Greg C. will fill out the facilitator evaluation form.

Second Day – May 13, 2003

Before the meeting began, Gus gave a lecture on how he perceives the Team and offered his ideas and suggestions on how the Team could improve. Gus strongly suggested using a more detailed agenda. The Team agreed. Jamie will construct the new agenda format. (See the August agenda at the end of these meeting minutes). Gus also commented on how the Team should work on the debating tactics between the Team members by making them less argumentative. Tracie suggested that Gus become more involved when Team members are becoming argumentative and non-productive. Gus said he would do this.

13. OU1 – LUC Boundary Presentation - Gerry

Gerry gave a presentation on OU1 as a follow up to the presentation last meeting. Last meeting Gerry covered the restrictions that restrict “groundwater use of the surficial zone of the Sand-and-Gravel Aquifer within 300 feet of the site boundaries” and “No intrusive activities shall be permitted within the site boundaries without prior approval from the NAS Pensacola Environmental Office”.

Then Gerry reviewed how TtNUS had reviewed the data and tried to determine the combined groundwater contamination plume area. Initially they used the 4 CoCs for OU 1 but benzene and vinyl chloride were the only two relevant to groundwater contamination. Then TtNUS ran contouring programs to approximate the plume boundaries. In the end it was determined best to identify and make the plume boundaries by hand contouring. TtNUS will finalize the LUC boundaries and update the EGIS prior to the Next meeting.

The Partnering Team discussed the fact that portions of the cemetery expansion overly the mapped landfill disposal areas. There was a concern about the impact in the future.

A50503: Ensafe will find out what the survey boundaries are of the landfill at OU1 before the next partnering meeting in August 2003.

14. Site 2

Gena looked at the identified areas at Site 2. The subsurface was hard packed, there were no ecological areas under the top 6 inches. There are high numbers also in EF23. For EPA, Gena is comfortable with NFA. It looks like the contaminants are stabilized and have reached a static condition. Gena does not foresee it getting worse. With the current data and conditions, EPA can justify no further action at the site. With that being said Gena indicated that in her discussions with Tom Dillon at NOAA, he indicated that he would like another area of the bay restored. Greg C. mentioned they are doing a seawall project and Allison elaborated and asked if the Project Greenshores would suffice for sea grass reclamation project? Gena said that could be negotiated. Greg needs to look into the funding to see if it is appropriate. Gena suggested the facility could transport rubble or concrete off shore to create a new habitat. Although Gena is supporting NFA, she suggests continuing to an FS to provide justification supporting an NFA, but also look at all the options. Allison agreed. Gena said that mitigation projects cannot be completed under CERCLA, Greg agreed the facility will not do mitigation of certain programs. Allison mentioned that the Team needs to discuss all of this with Bill and not use the mitigation word but call it something else.

The Team added an agenda item for the next meeting for Greg C. to look into the possibility of the mitigation site. There is not a process to document a mitigation activity within the CERCLA process. It may not be considered mitigation, but as something the NAVY is doing as a good citizen.

Allison wants to know about the rest of Tom's comments. He spoke about EF23, which might be a problem and may also need to re-look at the toxic information. Gena does not recall exactly what his comments were. An additional comment she recalls is that Remediation goals need to be developed. She suggested that Allison get with her on the remaining comments.

Allison suggests a meeting with Hugo and Tom to discuss Site 2 and Site 41 so as to adequately address all of Tom's concerns. To work through technical issues, without Gena present. Hugo sees the document has shown improvement. There were some impacts, but they were localized and marginal. He does not see a significant problem at the site in regards to the exceedances.

A60503: Allison will set up an ECO sub-group meeting with Hugo, Tom, Bobby Lewis and Gary Benfield to discuss Site 2 and Site 41. Meeting results will be presented at the next partnering meeting in August 2003.

15. Site 40

Allison gave the Team an update on Site 40 sampling. The investigation was based on Human health issues. Looking at the available data, the two fish samples were taken from the most contaminated areas. The Team discussed the fact that although a risk was indicated the site should likely be NFA. The Risk Assessment cannot be changed, whatever risks are calculated are the associated risks, and however, a Risk Management Decision can be made to justify NFA. Ensafe will finalize the RI Addendum and will provide justification for a risk management decision. The final version will have all revised figures and tables.

In conclusion, NFA will be the outcome. Allison asked how to proceed with this? Gena replied that we need to address the concentrations detected in the Risk Assessment, based on PCB concentrations along the entire shoreline. The likely outcome will be that a risk decision will be made to go NFA at the site. Gena needs to insert language into the document regarding the numbers that were generated into the site and then decisions be made why not to use that.

16. Site 41

Some of the discussion for Site 41 was discussed earlier during the Site 2 agenda item. Allison will set up the ECO subgroup meeting.

The team discussed the need to identify which wetlands are risk problems and then weed out if they are a result of a CERCLA problem or not, but at least identify them. Allison said that is the plan Ensafe is following, so as to fully justify their decision. The wetland tables are almost completed, and it has been an enormous task. Allison pointed out that when looking for the sources of contamination, you can't remediate a wetland if there is a continuing source to it. You also need to keep in mind where are you trying to go in the end with that wetland?

Hugo asked if the wetlands are in the same stage of investigation. Allison indicated they started with approximately 100 wetlands and were able to screen them down to 25 based on terrestrial factors and proximity to OUs. Tracie asked how the tables were coming? They are not sure where they are with the tables, Gary wanted to wait on the eco subcommittee and come up with rationales to be included on the tables and figures. Then the report comes out, there will be no surprises to the regulatory agencies. The tentative date for the Eco Subcommittee is set for mid July and the final date will be set after contacting Tom Dillon. The Eco Subcommittee will discuss technical approach for Site 41, and Site 2 response to comments.

17. Initiate Gerry into the Team

The Partnering Team initiated Gerry by using the brainstorm process to determine their expectations of him, and Gerry responded with his expectations of the Team.

Expectations of Gerry:

Technical Knowledge

Organization Skills

Communication

Honesty

Fresh Perspective on Old Issues
Participate Fully
Coordination
Being Open (no hidden agendas)
Considerate
Fair

Gerry's Expectations:

Open to new ideas

Gerry's Contributions to the Team:

Navy Experience

Multiple Base Experience

Technical Knowledge

18. Meeting Closeout - plus/delta (at the end of the meeting minutes)/review action items and consensus items/next meeting agenda

New Action Items

A-10503: Greg W. will estimate cost for soil removal where soil results exceeded leachability by June 13, 2003.

A-20503: TTNUS will come up with costs to do an RIFS through remediation assuming long-term monitoring is the final remedy by June 13, 2003.

A-30503: Amy will recalculate the 95% UCL on the remaining data at Site 15 by June 13, 2003.

A-40503: Greg C. will fill out the facilitator evaluation form.

A-50503: Ensafe will find out what the survey boundaries are of the landfill at OU1 before the next partnering meeting in August 2003.

A-60503: Allison will set up an ECO sub-group meeting with Hugo, Tom, Bobby Lewis and Gary B. to discuss Site 2 and Site 41. Meeting results will be presented at the next partnering meeting in August 2003.

Summary of Consensus Items

1. Approval of the March 2003 Meeting Minutes.
2. Review the Charter at the next meeting when all Team members are present.

Proposed NASP Partnering Team Meeting Dates and Locations:

- June 19, 2003 conference call at 10am eastern time
- August 19 and 20, 2003, Knoxville, TN at 8am
- October 21 and 22, 2003, Pensacola, FL
- December 9 and 10, 2003, Charleston, SC

	Responsible Party	Status	Due Date	Action Item
Action Items from January, 2003 Meeting				
A-010103	Tracie	Complete		Tracie to check with group on how SPLP information is used on other sites in relation to clean groundwater over a long period. Soil has exceedences and what is the effect of SPLP.
A-020103	Brian	Complete		Brian will review data and send out proposed SPLP sampling location within 2-weeks. Areas where leaching samples will be taken sent to us by Brian will be done by January 31, 2002.
A-030103	Bill	Complete		Bill will include removal of drums in the scope of work to get rid of the drums. Contractor will be determined by how much money has in contracts.
A-040103	Gerry	Working		Gerry will put together this information for OU-1. To demonstrate to the team how survey the boundaries for the rest of the CERCLA. To team bring all necessary information to perform this task. Discuss in the March Meeting.
A-050103	Tracie	Complete		Tracie was asked if she had checked with Hugo about ECO tables for site 41.
Action Items from March, 2003 Meeting				
A-10303	Greg C.	Working	4/3/03	Greg C. will send a PDF Map to Tracie in an email with the locations of outlying fields for her to review for background study. Tracie will give a thumbs up or thumbs down. Tracie will get it to her by April 4, 2003.
A-20303	Greg W.	Working	5/13/03	If OLF background locations are approved by Tracie, Greg W. needs to look at the background study data from NAS Whiting Field and see if it can be incorporated with the NASP background data, by next partnering meeting in the Site 15 and 43 Action Item.
A-30303	Allison	Working		Allison will send Hugo and the Team an email with a summarized paragraph of Site 40's history. Tracie will question Hugo on what he needs to discuss the Team's generalized position at the next partnering meeting May, 2003.
A-40303	Allison	Working	4/30/03	Allison to combine all RI/FS Reports and Data for Sites 38 and 40 on CD and send to the Team by April 30, 2003.
A-50303	Greg W.	Working		For site 43, Greg W. is to revisit the 95% UCL calculation in light of FDEP's input and see how it affects the Site 43 report.

A-60303	Greg W.	Working		Greg W. will research the basis for regulatory guidance concentrations and how they apply to the data that presented for Table 3.2 in the Site 43 report and inform Tracie.
A-70303	Gerry	Working	5/13/03	Gerry will plug in the LUC boundaries for OU1 and present it to the Team at the May 2003 Meeting.
New Action Items from May, 2003 Meeting				
A-10503	Greg W.	Working	6/13/03	Greg W. will estimate cost for soil removal where soil results exceeded leachability by June 13, 2003.
A-20503	Gerry	Working	6/13/03	TTNUS will come up with costs to do an RIFS through remediation assuming long-term monitoring is the final remedy by June 13, 2003.
A-30503	Amy	Working	6/13/03	Amy will recalculate the 95% UCL on the remaining data at Site 15 by June 13, 2003.
A-40503	Greg C.	Working		Greg C. will fill out the facilitator evaluation form.
A-50503	Allison	Working	8/19/03	Ensafe will find out what the survey boundaries are of the landfill at OU1 before the next partnering meeting in August 2003.
A-60503	Allison	Working		Allison will set up an ECO sub-group meeting with Hugo, Tom, Bobby Lewis and Gary B. to discuss Site 2 and Site 41. Meeting results will be presented at the next partnering meeting in August 2003.

Parking Lot Issues

There were no new parking lot issues.

A-60303	Greg W.	Working		Greg W. will research the basis for regulatory guidance concentrations and how they apply to the data that presented for Table 3.2 in the Site 43 report and inform Tracie.
A-70303	Gerry	Working	5/13/03	Gerry will plug in the LUC boundaries for OU1 and present it to the Team at the May 2003 Meeting.
New Action Items from May, 2003 Meeting				
A-10503	Greg W.	Working	6/13/03	Greg W. will estimate cost for soil removal where soil results exceeded leachability by June 13, 2003.
A-20503	Gerry	Working	6/13/03	TTNUS will come up with costs to do an RIFS through remediation assuming long-term monitoring is the final remedy by June 13, 2003.
A-30503	Amy	Working	6/13/03	Amy will recalculate the 95% UCL on the remaining data at Site 15 by June 13, 2003.
A-40503	Greg C.	Working		Greg C. will fill out the facilitator evaluation form.
A-50503	Allison	Working	8/19/03	Ensafe will find out what the survey boundaries are of the landfill at OU1 before the next partnering meeting in August 2003.
A-60503	Allison	Working		Allison will set up an ECO sub-group meeting with Hugo, Tom, Bobby Lewis and Gary B. to discuss Site 2 and Site 41. Meeting results will be presented at the next partnering meeting in August 2003.

Parking Lot Issues

There were no new parking lot issues.

Pensacola Partnering Meeting Agenda
Knoxville, TN
August 19 and 20, 2003

Leader: Greg Wilfley
Scribe: Jamie
Timekeeper: Brian Caldwell

Item	Description	Presenter	Time	Category
1	1 st Day Check In/Opening Remarks/ Resource Sharing/Head Count and Proxies/Guests/ Review Ground Rules/Action Item & Parking Lot Review/ Approve minutes	Greg W.	8:00 – 9:00	Info
2	Training - Team Building	Gus	9:00 – 10:00	Info
3	Break	All	10:00 - 10:15	Refresh
4	Site 2 Compensation	Allison	10:15– 10:45	Info
5	Site 40	Allison	10:45 - 11:15	Info
6	Site 38, review data related to 95% UCL for team to review Non-detect topic	Tracie	11:15 - 12:15	Info
7	Lunch	All	12:15 – 1:30	Info
8	OU2	Brian	1:30 – 2:30	Info
9	Break	All	2:30 - 2:45	Refresh
10	Close Out Report Site 15	Greg W.	2:45 - 3:15	Info
11	Close Out Report Site 43	Greg W.	3:15 - 3:45	Info
12	OU13 Progress Report	Bill	3:45 - 4:00	Info
13	1 st Day Meeting Closeout - Review Action Items/ Consensus Items/+/-/Review Agenda for Day 2	Gus	4:00 - 5:00	Info

Pensacola Partnering Meeting
Second Day

Item	Description	Presenter	Time	Category
15	2 nd Day Check-In/Opening Remarks	Greg W.	8:00 – 8:30	Info
16	Review Charter	Gus	8:30 - 9:00	Info
17	Site Specific Background	Bill	9:00 - 10:00	Info
18	SCAP Update	Gena	10:00 - 10:30	Info
19	Break	All	10:30 - 10:45	Refresh
20	Tier II Update	Paul	10:45 - 11:15	Info
21	Facility/UST Update	Greg C.	11:15 - 11:45	Info
22	RAC Update	Greg C.	11:45 - 12:00	Info
23	OU1 – LUC Boundary Presentation	Gerry	12:00 - 12:30	Info
24	Lunch	All	12:30 - 1:45	Refresh
25	Site 41 Wetland Tables/ECO/SubGroup Update	Allison	1:45 - 2:45	Info
26	2 nd Day Meeting Closeout – review action items/next agenda/+/-/consensus/facilitator eval.	Greg W.	2:45 - 3:45	Required