

**FINAL**  
**Pensacola Partnering Team Meeting Minutes**  
**February 23 and 24, 2004**  
**Pensacola, FL**

32501-000  
03.01.00.0253

N00204.AR.002017  
NAS PENSACOLA  
5090.3a

**ATTENDEES:**

**Team Members:**

Brian Caldwell	EnSafe Inc.
Greg Campbell	NAS Pensacola
Greg Fraley	EPA
Allison Harris	EnSafe Inc.
Bill Hill	SouthDiv
Tracie Vaught	FDEP
Gerry Walker	TtNUS
Greg Wilfley	CH2MHill

**Support Members:**

Gus Campana	ICLD – Facilitator
Betsy Voss	TtNUS - Scribe
Paul Stoddard	Ensafec Inc. – Tier II Link

**1. 1st Day Check-In/Opening Remarks/Head Count and Proxies/Guests/Review Ground Rules/Review Action Items, Parking Lot and Agenda**

Team had check in and reviewed ground rules.

**Action Item A-10204:** Greg F. will send a response letter to the site 40 RI addendum by 2/27/04.

Bill briefly discussed the funding for FY05 projects which was previously a parking lot issue. He will present the funding requests for FY05. The Navy will likely award site 43 in this fiscal year instead of FY05.

**Consensus #1:** Team agrees to revisit the Team charter.

**Consensus #2:** December 2003 draft NASP Partnering Team meeting minutes are approved by Team.

**Consensus #3:** October 2003 draft NASP Partnering Team meeting minutes approved by Team.

**2. Training – Team Building Exercise - Gus**

Gus presented training group dynamics by having the Team do a “murder mystery” exercise.

**Objectives**

- To identify team dynamics in a problem solving/decision making situation
- To relate these to MBTI
- To gain useful insights
- To have fun!

Gus pointed out that the MBTI scores of the Team are situational based on the mystery murder exercise.

3. **Break**

4. **Close out Site 43 - Gerry**

Final report sent out and now waiting on approval.

**Action A-20204:** Tracie will have status of review of site 43 to Team by next teleconference.

5. **Tier II Update - Paul**

Paul updated the Team on items discussed at the last Tier II meeting. They had 2 guest attendees, Bob Manley with the ADR general council, and Bob Kirkwright with NAFLAC. Mr. Kirkwright was observing the meeting because of suggested poor interaction (communication) with the Navy and the state of California.

Paul discussed the FAST process – finding a suitability transfer. He mentioned that Tier II may try to bring a real estate attorney to their next meeting for further discussion. In addition, the Navy is increasing the emphasis placed on safety based on the drilling accident in California. Paul reminded Team to “be aware.”

Paul made the following key points in regards to the Exit Strategy:

- Tier II will review again at next meeting
- Need to add petroleum sites
- May need to include a final milestone – a wrap up column
- LUCs don't have an end date and one needs to be put on Exit Strategy

6. **Green Shores Summary – Greg C.**

Greg C. briefly discussed the Green Shores Project. Phase 1 has a cost estimate of \$170,000. Phase 2 is in the design and permit phase, but there is no money assigned yet for construction. Another potential project would be the lighting project for the turtles which would run about \$350,000. Bill wonders why this is necessary if there have not been any stranded turtles on shore.

Greg C. commented that the Navy will not mitigate. They are just being a good steward.

Greg C. said that the Green Shores Project is independent of Site 2.

7. **Facility/UST Update – Greg C.**

Greg C. told Team that the RAB meeting on February 24 will be used as the rebuttal to the newspaper articles that have been written regarding the facility. Greg C. made copies of the rebuttal for Team to review before Tuesday's RAB meeting.

A suspected area of contamination at former caustic soda and sulfuric acid tanks and former water demineralization building – B. 782 Demolition project was found.

**8. Site 41 Status - Allison**

Allison has submitted her report. Tracie responded that DEP approved of recommendation for sediment sampling at Site 41, Wetland 5, and recommendation for surface water resampling at select Site 41 wetlands.

FDEP suggests that the surface water samples also be analyzed for hardness since, because most of our surface water standards for metals are hardness dependent.

**Action A-30204:** Greg F. to give approval of Site 41 documents to Allison by 2/27/04.

Bill has secured funds for this year.

**9. Break**

**10. RAB Discussion**

Bill presented a slide show which will be used at the Tuesday night RAB meeting. Gerry passed out a handout regarding OUI optimization study.

**11. 1<sup>st</sup> Day Meeting Closeout – Review Action Items/Consensus Items/Review Agenda for Day 2.**

Betsy summarized the action items and consensus items for Day 1. Changes were made to the agenda for Day 2 to ensure that meeting is adjourned in time for Team to attend RAB meeting. Document Delivery List was updated.

**12. 2<sup>nd</sup> Day Check In/Opening Remarks**

Team had check in for the morning.

**13. OU2 Report Regulators comments discussion - Brian**

Tracie handed out FDEPs comments on the Draft Remedial Investigation Addendum for OU 2 letter for group to discuss. Principal points were: Brian needs to clarify what he means by "bulk" soil samples; needs to address proposed natural attenuation on various monitoring wells, Tracie could not locate various wells and needs Brian to either correct that or locate them for her on report. Bill suggested Tracie site the FDEP reference of where her comments are coming from on item number 6.

**Action A-40204:** Greg C. will get with lab at old permitted hazardous waste facility to acquire about disposal procedures and chemical uses.

**Action A-50204:** Greg C. will determine the adjacent building numbers to help name the new site at OU2.

**14. OU13 Status Document Update - Brian**

Brian began a discussion of the contaminated soils at OU 13 and recommended that rather than institutional controls, that an additional soil removal of less than 530 cubic yards be completed at the site so the site could go NFA. Brian passed out a memo discussing costs for soil removal and disposal at OU 13.

**Consensus #4:** Team agrees to proceed with a soil removal at OU13 to prevent LUC on soils being required, and will proceed simultaneously to complete the ROD by September 30, 2004.

**Action A-60204:** Greg W. will check on schedule to do soil removal work at OU13.

**Action A-70204:** Bill will check on funding for the soil removal at OU13.

**15. Break**

**16. Metals Background Discussion - Brian**

Brian passed out a handout discussing the use of linear regression to determine background for potential use at NAS Pensacola. The goal is to get R-squared at least 90%. Tracie stated that FDEP will be giving a seminar on linear regression for background determination May 17 and 18.

**Action A-80204:** Greg F. will verify dates and information on the geochemistry course at FDEP and email to Team.

**17. Site 38 – 95% UCL Discussion – FS - Tracie**

Tracie commented that detection values are lower than the estimated (J) values. Hugo should be able to make it to the April 2004 NASP Partnering meeting in Tallahassee.

**Action A-90204:** Greg C. will provide to Tracie the necessary information of the surface conditions (asphalt) and what areas are populated the most to help with 95% UCL at site 38.

**Action A-100204:** Tracie will provide comments on the site 38 95% UCL to the Team after she has received information from Hugo.

**18. Site 2 - Allison**

Allison indicated that they have been unable to identify a correlation within the biological samples, and she doesn't feel that there will be development of remedial goals. Because of the lack of correlation, they will likely recommend NFA for the site. Allison indicated that the FS was submitted January 29, 2004. Tracie and Greg F. have not yet reviewed it. The ROD is due for the site September 30, 2004.

19. **SCAPS update and Exit Strategy (4 sites for RODs) – Greg F.**

Greg F. passed out a current copy of the SCAP. Changes were made and Greg F. will make the corrections. Bill suggested making a timeline for Site 2. Greg F. suggests we keep it handy in the meeting minutes for future review.

Site 2 – OU3

- RI errata March 5, 2004
- FS draft submitted January 29, 2004 – FDEP and EPA comments by March 30, 2004
- Submit final FS by April 30, 2004
- Approval of the final FS by May 31, 2004
- Submit the draft proposed plan by April 30, 2004
- Comments on draft proposed plan by May 31, 2004
- Start public comment period on June 10, 2004
- End public comment period on July 24, 2004
- Submit the draft ROD by June 18, 2004
- Comments on draft ROD by August 18, 2004
- Final ROD submitted by Navy by September 30, 2004
- Final ROD approval by regulator by November 16, 2004
- SCAP target date by December 31, 2004

Site 40 – OU15 – Object is NFA

- RI completed, no FS
- Draft proposed plan submitted September 2, 2003
- FDEP comments on draft proposed plan received December 5, 2003 – EPA will submit their comments on February 27, 2004
- Start public comment period on March 15, 2004
- End public comment period on April 29, 2004
- Draft ROD submitted on January 28, 2004
- Comments on draft ROD back by May 1, 2004
- Submit final ROD by June 15, 2004
- Final ROD approval by regulator by August 15, 2004
- SCAP target date changed from June 30, 2004 to September 15, 2004

**Action A-110204:** Allison will verify that comments on the RI for Site 40 have been received from both FDEP and EPA.

Site 8, 24 – OU13

- RI completed August 26, 1998
- FS completed September 17, 2001
- Interim removal action draft report by June 28, 2004
- Comments from regulator for IRA by August 1, 2004
- Submit new draft proposed plan by August 15, 2004
- Comments from regulators on the new draft proposed plan by September 15, 2004
- Start public comment period on September 30, 2004
- End public comment period on November 15, 2004
- Submit draft ROD by August 15, 2004

- Comments on draft ROD by October 30, 2004
- Submit final ROD by December 15, 2004
- Final ROD approval by regulator by February 28, 2005
- SCAP target date changed from June 30, 2004 to March 15, 2005

Site 38 – OU 11

- RI completed May 3, 2002
- FS submitted January 28, 2004
- Comments back from regulators by March 30, 2004
- Submit final FS May 27, 2004
- Regulator approval by July 30, 2004
- Submit draft proposed plan by June 30, 2004
- Comments on draft proposed plan back by August 30, 2004
- Start public comment period on September 15, 2004
- End public comment period on October 30, 2004
- Submit draft ROD by September 24, 2004
- Comments on draft ROD by November 24, 2004
- Submit final ROD by January 15, 2005
- Final ROD approval by regulators by March 15, 2005
- SCAP target date is March 30, 2006

Tracie would like to make sure Team discusses Site 38 schedule at next partnering meeting.

Bill made an observation that he doesn't need monitoring money for FY05 based on Site 38's schedule. He will ask for it in FY06.

**Action A-120204:** Gerry will create a Gant spreadsheet showing the deliverables schedule for Site 2, Site 40, Sites 8 & 24 and Site 38 and incorporate these into the IR Portal and present at next meeting.

**20. OU 4, Site 15**

Greg W. passed out a handout from Amy Twitty for OU 4, Site 15 entitled, "Arsenic in Soil – the Proposed Rule Change to Chapter 62-777." This document postpones the digging of the soil addressed at the last Partnering Team Meeting.

**21. TIP Review - Gus**

Gus reviewed past team assessment lists and worked on getting three more for the Team to focus on. Team decides on: 1) Clear vision & understanding of our goals, 2) Documents describe processes, and 3) All members are active/engaged listeners.

### **Vision/Understand Goals**

- Stop:
  - Making assumptions that we all know what the Team vision and goals are.
- Start:
  - Reviewing vision and mission and ground rules at beginning of each meeting with posters.

### **Documents Describe Processes**

- Stop:
  - Assuming everyone knows process.
- Start:
  - Develop and review CERCLA process document.
    - Identify processes needing documentation.
    - Identify which of these are documented already.
    - Develop needed process documents.
    - Use/review process documents.

**Action A-130204:** Greg F. and Allison will develop a flowchart of the CERCLA process and present to Team.

### **All members are active/engaged listeners**

- Stop:
  - Side bars
  - Tuning out
  - Interrupting/thinking of your own point
  - Being defensive
  - Being inconsiderate
- Start:
  - Paraphrase/give feedback
  - Being empathetic
  - Being self-policing (i.e. ground rules)
- Continue:
  - Participating
  - Being considerate

Be ready to listen.

## **22. 2<sup>nd</sup> Day Meeting Closeout – Review Action Items/Consensus Item/+/-/Facilitator Evaluation**

Betsy read all action items from Day 1 and Day 2.

Gus' critique of the Team included:

- Overall good meeting
- Good conversation
- Information shared excellent
- Good communication
- Do better with getting back from breaks
- Sidebars are still there
- Watch for consideration of others – keep cell phones off
- Greg F. did a great job as leader

Team completed the facilitator performance evaluation.

**Team Meeting Evaluation**

**Plus**

- facility and amenities
- training
- OU2 comments review
- Greg F. as leader
- schedule exercise
- fun
- the regression analysis approach (Geochem)
- scribing

**Delta**

- electronic problems

Action Item No.	Responsible Party	Status	Due Date	Action Item
<b>Action Items from August, 2003 Meeting</b>				
A-30803	Bill	Completed	12/19/03	Provide a groundwater map for OU4, site 15, to meet the intentions of the Record of Decision by October 15, 2003. Revised 10/31/03 – <b>Provide work plan – submitted Jan 2004</b>
A-40803	Bill	Working		Bill will meet with Greg. Wilfley, CH2M Hill to discuss remobilization to further excavate surface soil exceedances (site 15). – <b>on hold</b>
A-120803	Greg C.	Working	1/31/04	Greg C. will follow up with RASO to take care of the RAD contamination at OU2.
<b>Action Items from October, 2003 Meeting</b>				
A-41003	Greg F.	Completed		Greg F. will update the SCAP to reflect the completion of site 15 to 9/30/05. – <b>unable to change at his level, will go higher up – changed - Greg F. will send to Team</b>
A-91003	Greg F.	Moved to A-10204	12/19/03	Greg F. will send a response letter to the site 40 RI addendum by 10/31/03
<b>Action Items from December, 2003 Meeting</b>				
A-21203	Greg F.	Completed		Greg F. will put Site 43 into the SCAP report as OU18.
A-41203	Gary	Working	1/23/04	Gary to get sampling plan out for Site 41 by January 23, 2004
<b>New Action Items from February, 2004 Meeting</b>				
A-10204	Greg F.	Working	2/27/04	Greg F. will send a response letter to the Site 40 RI addendum by 2/27/04.
A-20204	Tracie	Working		Tracie will have status of review of Site 43 to Team by next teleconference.
A-30204	Greg F.	Completed	2/27/04	Greg F. to give approval of Site 41 documents to Allison by 2/27/04 – <b>completed 3/19/04</b>

Action Item No.	Responsible Party	Status	Due Date	Action Item
A-40204	Greg C.	Working		Greg C. will get with lab at old permitted hazardous waste facility to inquire about disposal procedures and chemical uses.
A-50204	Greg C.	Completed		Greg C. will determine the adjacent building numbers to help name the new site at OU2. – <b>Site Building 630</b>
A-60204	Greg W.	Completed		Greg W. will check on schedule to do soil removal work at OU13.
A-70204	Bill	Completed		Bill will check on funding for the soil removal at OU13. – <b>adequate funding available</b>
A-80204	Greg F.	Completed		Greg F. will verify dates and information on the geochemistry course at FDEP and email to Team.
A-90204	Greg C.	Completed		Greg C. will provide to Tracie the necessary information of the surface conditions (asphalt) and what areas are populated the most to help with 95% UCL at site 38.
A-100204	Tracie	Working		Tracie will provide comments on the site 38 95% UCL to the Team after she has received information from Hugo.
A-110204	Allison	Completed		Allison will verify that comments on the RI for Site 40 have been received from both FDEP and EPA. – <b>nothing from EPA yet – see A-10204</b>
A-120204	Gerry	Working		Gerry will create a Gant spreadsheet showing the deliverables schedule for Site 2, Site 40, Sites 8&24 and Site 38 and incorporate these into the IR Portal and present at next meeting.
A-130204	Greg F. /Allison	Working		Greg F. and Allison will develop a flowchart of the CERCLA process and present to Team.

### Parking Lot Issues

There are 3 parking lot issues.

1. Naval Air Station background study locations (arsenic).
2. Team charter.
3. Discussion of the four sites OU15, OU13, OU11 and OU3 scheduled for RODs in FY04.

New Consensus Items from February, 2004 Meeting	
Consensus Item No.	Consensus Item
1	Team agrees to revisit the Team charter.
2	December 2003 draft NASP Partnering Team meeting minutes are approved by Team.
3	October 2003 draft NASP Partnering Team meeting minutes approved by Team.
4	Team agrees to proceed with a soil removal at OU13 to prevent LUC on soils being required, and will proceed simultaneously to complete the ROD by September 30, 2004.

Meeting Schedule:

- April 6-7, 2004 – Tallahassee
- June 8-9, 2004 – Charleston
- August 10-11, 2004 – Pittsburgh/Atlanta
- October 19-20, 2004 – Pensacola
- December 7-8, 2004 - Charleston

**Pensacola Partnering Meeting Agenda**  
**Tallahassee, FL**  
**April 6 and 7, 2004**

**Leader: Allison Harris**  
**Scribe: Betsy Voss**  
**Timekeeper: Greg Fraley**

Item	Description	Presenter	Time	Category
1	1 <sup>st</sup> Day Check In/Opening Remarks/ Resource Sharing/Head Count and Proxies/Guests/ Review Ground Rules/Action Item & Parking Lot Review	Allison	8:30 – 9:00	Info
2	Training – Team Building exercise	Gus	9:00 – 10:00	Required
3	Break	All	10:00 – 10:15	Refresh
4	Cercla flow chart	Greg F./Allison	10:15 – 10:45	Info
5	Tier II Update	Paul	10:45 – 11:00	Info
6	OU 18/Site 43 – scaps dates	Gerry	11:00 – 11:30	Info
7	Exit Strategy	Gerry	11:30 – 12:30	Info
8	Lunch	All	12:30 – 1:45	Refresh
9	Facility/UST Update	Greg C.	1:45 – 2:00	Info
10	Site 41 status	Allison	2:00 – 2:30	Info
11	Document schedules OU 2, OU 16 (Site 41)	Gerry	2:30 – 3:30	Info
12	Break	All	3:30 – 3:45	Refresh
13	OU13 status document update	Allison	3:45 – 4:15	Info
14	Site 15 arsenic changers	Greg W/Tracie	4:15 – 4:45	Info
15	1 <sup>st</sup> Day Meeting Closeout – Review Action Items/ Consensus Items/+/-/Review Agenda for Day 2	All	4:45 – 5:15	Info

**Pensacola Partnering Meeting**  
**Second Day**

Item	Description	Presenter	Time	Category
16	2 <sup>nd</sup> Day Check-In/Opening Remarks	Allison	8:00 – 8:15	Info
17	TIP Review	Gus	8:15 – 9:15	Info
18	Break	All	9:15 – 9:30	Refresh
19	OU2 Report Regulators comments discussion	Brian	9:30 – 11:00	Info
20	Site 40 ROD	Allison	11:00 – 11:30	Info
21	Site 2 FS comment review	Allison	11:30 – 12:00	Info
22	Lunch	All	12:00 – 1:15	Refresh
23	Discuss Site 38	Allison	1:15 – 3:15	Info
24	Break	All	3:15 – 3:30	Refresh
25	SCAPS update and document schedule Site 38	All	3:30 – 4:15	Info
26	2 <sup>nd</sup> Day Meeting Closeout – Review Action Items/Next Agenda/Consensus Items/+/-/Facilitator Evaluation	All	4:15 – 4:45	Info