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NAS PENSACOLA
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PARTNERING TEAM MEETING MINUTES BETWEEN 18 SEPTEMBER AND 19 SEPTEMBER
2007 NAS PENSACOLA FL
9/18/2007
NAS PENSACOLA

**NAS Pensacola Partnering Team Meeting Minutes
September 18 & 19, 2007
Tallahassee, Florida**

ATTENDEES:

Team Members:

Tracie Bolanos	FDEP
Brian Caldwell	Tetra Tech
Greg Campbell	NASP PWC
Greg Wilfley	CH2M Hill
Bill Hill	NAVFAC
Gerry Walker	TtNUS
Greg Fraley	USEPA

Support Members:

Allison Harris	Ensafe
Debra Cramer	Mgmt Edge - Facilitator

Guests

Eric Nuzie	FDEP – Tier II – Day 2
Jim Crane	FDEP – Tier II – Day 2

1. 1st Day Check In/Opening Remarks/Resource Sharing/Head Count and Proxies/Guests/Review Ground Rules & Charter/Review Consensus Items & Action Items & Parking Lot/Approve Minutes

Team had check in. Bill indicated that his replacement, Patty Whitmore, has been hired, will start in mid October and will be at the next meeting. He also said that Robby Darby has been promoted to Rick Davis' position as the Installation Restoration Manager. He will be moving to Jacksonville, Florida, in this position.

Team reviewed ground rules, consensus items, action items, and parking lot. Action Items Review – The Team updated Action Item list which is attached.

Action Item Review – Tracie indicated that the Univ. of Florida Risk Assessor is Ms. Leah Stuchal.

Team does not currently have a Tier II Link for this meeting, Tracie will call Eric and see if he can come later in the meeting and give us an update.

Consensus Item 01 – Team approved the May 22 & 23, 2007 Meeting Minutes.

2. Facilitator Training - Debra

Debra led the team in a Myers Briggs exercise. The exercise involved members identifying themselves in the MB system and discussing how the types relate to each other. Debra then discussed the types and how they respond in disagreement. She has four ground rules for disagreements:

1. Have self respect and dignity
2. Listen with empathy
3. Don't expect to change others
4. Express yourself

Debra also has four strategies for handling "Possibility of Arguments"

1. Diagnose
2. Strategy (plan)
3. Prepare
4. Action

3. Break

4. Document Priority Table, SCAP, Exit Strategy - Gerry

The Team had a lengthy discussion on the current report status of the NAS Pensacola sites. Changes and updates were made to the Document Priority Table, and the revised table is attached.

Action Item A-010907: Bill is to contact Richard Lynch to see if they can incorporate a survey into the landscaping project at site 38.

5. Lunch

6. Continue Document Priority Table, SCAP, Exit Strategy - Gerry

Exit Strategies: Numerous changes were made to the NAS Pensacola Exit Strategy and the revised table is attached with the changes indicated by bold fonts.

7. OU 1 Optimization Study / Site 41 Wetlands

The team had already discussed the OU 1 project. Two work plans are coming out in the future: a Pilot Study Work Plan for the wetland blocking and the Optimization Study Implementation Work Plan.

Team discussed the Wetland's sampling results, and Allison provided a handout. The wetlands 10 sampling was completed and the analytical results fell within the expected ranges, and this site will be included in the RI report; there is not toxicity. However, the Wetland 48 results had very high pesticide concentrations and high Florida Pro results. Therefore, Wetland 48 will be included in the Feasibility Study. The concern is that although the FI-Pro results were also high and it may not be petroleum related but may be degraded natural organic compounds. The team discussed BSE sampling that will need to be included as part of the remedial design.

8. Break

9. OU 2 Proposed Plan and ROD

Gerry led the team in a review of the response to comments for the OU 2 Proposed Plan. Each comment and response was read and discussed as to where the Proposed Plan text was changed to address the comment. Additional corrections to the responses and the proposed plan will be made, and the revised documents will be sent tot the NAS Pensacola Partnering Team.

10. Sites 44, 45, and 46

This topic was tabled until tomorrow when a complete document review will be completed.

11. Day 1 Meeting Close Out

The team reviewed action items and consensus items. Then, the group made plans for dinner.

12. 2nd Day Check in

The team decided to brainstorm ideas for the CNO award. The following ideas were suggested:

13. CNO Award Facility

The team reviewed the draft CNO facility award put together by TtNUS. The team started to review the document in detail and determined the following action items.

- Greg needs to determine cost savings for the ECUA
- Bill will gather additional information on the ditch cleanup

The team discussed accomplishments – eliminating discharges to the bay and cutting cost. The problems were caused by hurricane Ivan and aging of the facility. It was determined that updates were not cost effective; and instead of retrofitting, the unit the services were out sourced to an offsite vendor.

The Team became bogged down and decided that the Team will “word smith” on their own and send it to me to forward to Larry Drane, TtNUS. However, the team did decide to identify big data gaps that currently exist:

- Cost saving dollar amounts
- Pictures
- Trident Probe – no information
- Potential MOA between VA and NAVFAC
- Management of Transition of Agencies
- Greg C will send a power point presentation on conversion of building square footage to green space
- Greg will also get pictures and renderings for inclusion
- Facility awards or presented papers

Action Item A-020907: Gerry is to send out the draft Facility CNO award to the team for review by Friday September 21, 2007.

Action Item A-0310907: Team is to review and comment on the document by October 5, 2007.

Action Item A-040907: Tracie to look up all NFA/SCROs for 2006 and 2007.

Action Item A-050907: Allison to determine cost saving for Sites and to send pictures from the previous CNO award.

The CNO award needs to be submitted to Greg and Bill by November 1, 2007, for Navy facility approval.

14. CNO Award Team

The team decided to use the base document established for the Facility award and will modify the facility award to the team award submittal.

15. Break

16. Tier II Update

Eric and Jim are present and gave a Tier II update. Eric discussed a new navy DSMOA Cooperative Agreement Program (training will be available on line). FDEP is still going through travel restrictions, so their travel needs must be submitted early and be pre-approved.

The last Tier II meeting was on September 5, 2007. Jeff Adams was at the meeting; he is replacing Mike Davenport and will be the IRT Atlantic Manager with responsibility for Key West, Mayport, Jacksonville and Orlando. Earl Bozeman is still on temporary duty, and that may last until December (and may be permanent). There is a Joint Air Force Navy Regulators coming up in a couple of weeks.

RCRA 20/20 universe is coming out and may affect the team. There is no information now but it is coming. Additional discussion was made on LUC documents. Exit strategies need to be updated. Success Stories will be coming back, but TtNUS will handling the bulk of the work through their Fact Sheets.

The upcoming Tier II meetings will be on December 5-7, 2007, and on March 12-14, 2008.

17. Facility Update

Greg Campbell brought up for discussion the following topics:

- Facility funded UST sites which we discussed on the document tracking table yesterday. Several projects were awarded to Aerostar.
- The ditch cleanup is proceeding.
- Landscaping is proposed in the waterfront area near site 38 (Building 71). The Project plans have identified a very limited area of soil removal, but the Site 38 soil contamination covers a larger area.
- Greg talked about personnel changes.
- Facility is working on an FDEP clean criteria for the marina.
- Bill is planning to introduce his replacement in November.

18. Meeting Close Out

Team reviewed the Action Items, and the Consensus Items from the meeting. They discussed the meeting schedule and a proposed agenda for the next meeting. And completed the plus – delta and Facilitator Evaluation. Gerry walker is removed for the next meeting leader responsibilities so He can scribe.

19. OU 13 Monitoring Plan discussion

Bill led the team through a discussion of the sampling plan for OU 13. Team discussed up gradient and down gradient wells. There are a total of 12 wells to be sampled, and some of the wells could not be found and will have to be replaced. Bill indicated the wells to be abandoned and the remaining wells to be sampled.

Tracie indicated that she is considering this as an onboard review and based on this discussion she is approving the document

Consensus No 2. - Based on the “On-board” review, The Partnering Team including specifically FDEP and EPA representatives, approve the Remedial Design Groundwater Monitoring Plan for OU 13 (Site 8 & 24) at NAS Pensacola dated June 2007.

The team completed a meeting evaluation

Plus

- On-board document decision
- Dialog and discussion
- CNO award discussion
- Jim and Eric attendance and Tier II update
- Great Social Evening
- Pre-meeting
- Cookies

Delta

- Small room

New Consensus Items from September 18 & 19, 2007	
1	Team approves the NAS Pensacola Partnering Team May 22 and 23, 2007 minutes.
2	Based on the “On-board” review, The Partnering Team including specifically FDEP and EPA representatives, approve the Remedial Design Groundwater Monitoring Plan for OU 13 (Site 8 & 24) at NAS Pensacola dated June 2007.

Action Item No.	Responsible Party	Status	Due Date	Action Item
Ongoing Action Items				
A-50305	Team	Ongoing		Team needs to review the Document Tracking and Priority Table to hit document due dates.
A-70305	Gerry	Ongoing		Gerry will update the Document Tracking and Priority Table
Old Action Items				
A-20207	Gerry	Working	Next meeting	Gerry will adjust the agenda to include additional onboard review of documents. Specifically including UST sites and non FFA and CERCLA decision documents.-not a complete sentence
A-40207	Greg	Complete	4/01/07	Greg Campbell will discuss the blocking of the wetland 3 and 4 culvert with the Army Corp and will survey the roadway elevation. Greg said the survey is not completed, but he did talk to the ACOE and they indicated that a permit would be required. Brian said CERCLA exempts the permit requirement.

Action Item No.	Responsible Party	Status	Due Date	Action Item
A-50207	Bill	Complete	5/15/07	Bill Hill will pursue funding the pilot study for the road blocking at OU 1.

New Action Items from May 22, 2007 Meeting

A-010507	Tracie	Complete	6/08/07	Tracie will talk to Larry O'Donell regarding Wetland 3 blocking – coordinate with him by June 8, 2007
A -020507	Greg F.	Completed	6/02/07	OU2 PP: Greg F. Will input new dates for ROD, RRD, and RA (New date for ROD is Feb. 29 2008 (3/28/08))
A -030507	Greg F.	Complete	07/01/07	Bill Hill will draft a letter requesting extension of the 18 month deadline for initiation of RD at Site 38 – July 1, 2007.
A- 040507	Greg F.	Complete	5/25/07	Greg F. will complete Site 46 RI review by May 25, 2007.
A-050507	Bill	Working		Site 46 RI: Bill has committed Tracie to be complete by July 15, 2007; he will check with her to make sure she can make it.
A-060507	Greg F. and Tracie	Working	06/15/07	Greg F. and Tracie will provide consensus for the SMP for all outstanding years –June 15, 2007.
A-71106	Gerry	Completed	5/1/07	TtNUS will keep CNO award submittal processing going for next year. (will reinstate process in May 2007)
A-070507	Eric	Working	6/08/07	Eric Nuzie will get a e-copy of the Petroleum agreement to Bill Hill - June 8, 2007. Bill will check on it.
A-080507	Bill	Working	6/15/07	Bill Hill will disseminate Petroleum agreement to other petroleum managers within EFD South – June 15, 2007.
A-090507	Bill	Complete	6/08/07	Bill Hill will check to see how projected ROD date will change the RIP dates for OU2 – June 8, 2007.
A-100507	Greg F.	Complete	6/01/07	Greg F. will add the site OU designations in SCAPs – these will be 19, 20, and 21 – June 1, 2007.
A-110507	Greg W.	Complete	6/22/07	CNO Awards: Greg W. will coordinate getting short descriptions for each of the Team topics – June 22, 2007.
A-120507	Gerry	Complete	6/22/07	Gerry W. will coordinate getting short descriptions for each of the Facility topics – June 22, 2007.
A-130507	Gerry	Complete	ASAP	Gerry W. will set up a conference call for July 17, 2007 at 2:00 pm EST.
A-140507	Gerry	Complete	ASAP	Gerry W. will revise agenda for Tallahassee meeting and include it in the minutes. We will discuss at telecom in July 17, 2007.

New Action Items from September 18 & 19, 2007 Meeting

A-010907	Tracie	Complete	9/18/07	Tracie to call Eric N. to see if he can attend the meeting and give a Tier II update
A -020907	Bill	Working	10/1/07	Bill will contact Richard to see if he can incorporate the survey into the landscaping project

A -030907	Greg C	Working	10/5/07	Greg C. to send a cost saving estimate for ECUA and FM in support of the CNO award submittal
A -040907	Bill	Working	10/5/07	Bill to send team additional information on ditch cleanup
A -050907	Greg C	Working	10/5/07	Greg C. to send info on building demo square footage, landscaping project, pictures, drawings, and other awards facility has received
A -060907	Team	Working	10/5/07	Team is to review and comment on the Draft CNO award submittal document by October 5, 2007.
A- 070907	Tracie	Working	12/5/07	Tracie to look up all NFA/SCROs for 2006 and 2007
A-080907	Allison	Working	10/5/07	Allison to determine cost saving for Sites and to send pictures for the previous CNO award

Parking Lot:

- Tracie to call Eric to determine if he can attend this meeting and give a Tier II update- Done.
- Team will determine new dates for FDEP review of Site 44, 45, and 46 reports - done.
- Team to review SMP for 2008 - done
- Portal Posting - Done

Pensacola Partnering Meeting Agenda
Charleston SC
December 4 - 5, 2007

Leader: Greg W.
Scribe: TBD
Timekeeper: Bill Hill

Item	Description	Presenter	Time	Category
1	1 st Day Check In/Opening Remarks/Resource Sharing/Head Count and Proxies/Guests/Review Ground Rules & Charter/Review Consensus Items, Action Items & Parking Lot/Approve Minutes	Greg W	8:30 – 9:30	Info
2	Facilitator Training – Old member exit /New Member orientation	Joe Foran	9:30 – 10:30	Info
3	Break	Team	10:30 – 10:45	Needed
4	Document Priority Table, SCAP, and Exit Strategy	Gerry/Bill	10:45 – 12:00	Info
5	Lunch	Team	12:00 – 1:30	Info
6	Continue Document Priority Table, SCAP, and Exit Strategy	Gerry/Bill	1:30 – 2:00	Info
7	OU 1 Optimization Study/ Site 41	Gerry	2:00 – 3:00	Info
8	Break	Team	3:00 – 3:15	Needed
9	OU 2 Proposed Plan and ROD	Gerry	3:15 – 4:15	Info
10	Sites 44, 45, and 46 Update	Gerry W.	4:15 – 4:45	Info
11	1 st Day Meeting Closeout – Review Action Items/Consensus Items	Greg W	4:45 – 5:00	Info
12	2 nd Day Check In	Greg W	8:00 – 8:30	Info
13	CNO Award Update – facility & Team	Greg/Gerry	8:30 – 8:45	Info
14	Facility Update	Greg	8:45 – 9:15	Info
15	Tier II Update	Earl	9:15 – 10:00	Info
16	Break	Team	10:00 – 10:15	Needed
17	On-board Document Review	All	10:15 – 11:15	
18	2 nd Day Meeting Closeout – Review Action Items/Consensus Items/ Meeting schedule /Next Agenda/plus - delta/Facilitator Evaluation	Greg W.	11:15 – 12:00	Info
19	Cooking Class Carriage tour	All	12:00 – 4:00	Team Exercise

Meeting Schedule:

- Telecom Friday October 12, 2007 10:00 CNO Award
- Telecom November 12, 2007 2:00 Team
- December 4-5, 2007 – Charleston, SC

Agenda Items

New member / old member orientation
Future Meeting Schedule
Cooking School and carriage tours
Indigo Inn