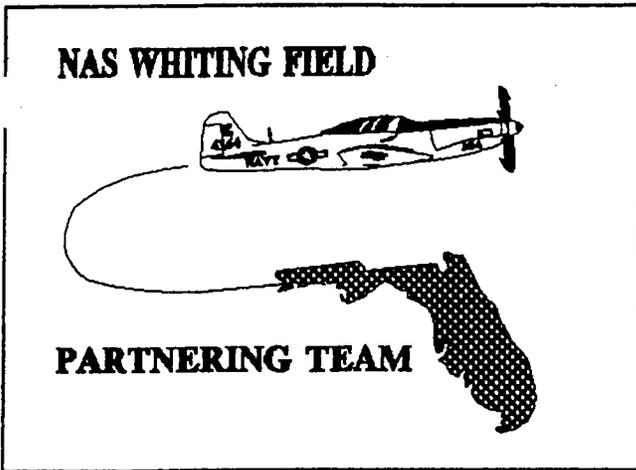


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NAS WHITING FIELD  
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MINUTES FROM PARTNERING TEAM MEETING HELD 15 AUGUST 1996 NAS WHITING  
FIELD  
8/15/1996  
NAS WHITING FIELD



**MEMORANDUM**

TO: PARTNERING TEAM MEMBERS  
FROM: Jim Holland  
SUBJ: PARTNERING TEAM MINUTES  
OF 25 JUNE 96  
DATE: 15 AUG 96

The NAS Whiting Field partnering team meeting was held at NAS Whiting Field on 25 JUNE 96. Gerry Walker served as the meeting leader and Jim Holland as scribe.

**ATTENDEES**

Jeff Adams	SOUTHNAVFACENCOM
Craig Benedikt	USEPA
Jim Cason	FDEP
Tom Conrad	BEI
Terry Hansen	ABB-ES
Jim Holland	NASWF
Phillip Ottinger	BRE
Pete Paznokas	Galileo Facilitator
Gerry Walker	ABB-ES

The meeting was held in the Commodore's conference room. To avoid confusion, future meetings at NAS Whiting are to be held in the same location unless notified otherwise by Jim Holland.

Because of late start (1020 HRS vs 1000 HRS as scheduled) the ice breaker by Galileo was canceled.

1020 HRS Terry provided handout and FYI brief on memo from "Environmental Restoration Management Alliance". Minutes of the May meeting were reviewed and approved with the date corrected from 07MAR96 to 02MAY96.

1025 HRS Action Items from the May meeting were reviewed. Comments are as follow:

**ACTION ITEM REVIEW**

**1. Action Item Partnering Training - Tier II**

Response-- per Pete MBTI training temporarily on hold. Galileo personnel have not been trained and training will not be available until fall of 96. Graduation criteria for teams has not been finalized by Tier II but will require the team: complete deliverables to Tier II, demonstrate

consistency, demonstrate use of conflict resolution, demonstrate progress toward clean-up, have a method in place for entrance and exit of members, certification by Tier II Link and facilitator. .

**ACTION ITEM** Terry to provide a copy of the minutes of Tier II meeting of May 9, 1996 (a list of proposed graduation criteria is provided on page five).

**ACTION ITEM** Pete is to help develop method for introduction of new members to team.

Tom expressed concern that team had not been trained in use of partnering tools.

**ACTION ITEM** Pete to provide examples of partnering tools and training in their use.

Phil questioned training requirements for new members.

**ACTION ITEM** Craig to discuss training requirements with Tier II Link.

**ACTION ITEM** Tom to provide notebook of minutes to Phil/Terry to provide copy to Gerry.

2. **ACTION ITEM** Partners were to reply on Background Subsurface Soils Sampling memo Response – No comments received. Item tabled until GIR is presented.

3. **ACTION ITEM** Jeff was to ask contractors what the procedure for transfer of data between contractors is.

Response –Done Put in CTO for BRE to begin work

4. **ACTION ITEM** 30% DRAFT GIR Table of Contents

Response – Done--Presentation to be done later in this meeting.

5. **ACTION ITEM** Jim H. to provide list of documents to Phil

Response – Done

**ACTION ITEM** Gerry to send list of documents to all

6. **ACTION ITEM** Jeff to look into partnering training for BRE

Response – Craig to get with Tier II Link

7. **ACTION ITEM** Gerry to provide Tom with the existing Site 4 data

Response – Done

8. **ACTION ITEM** Terry to provide update E-MAIL list to all

Response – Done

**ACTION ITEM** Terry to add E-MAIL address to list and provide to team members.

1040 HRS Resource sharing was discussed. "Fluff" is to be handed out at the beginning of the meeting and if required the agenda will be modified to allow for discussion. Tom talked briefly on the use of "Waste Chasers" which provides a concise discussion of when/what training is required given a certain scenario.

**ACTION ITEM** Tom to determine availability of booklet for partners.

**ACTION ITEM** Craig to send copy of EPA determination of background criteria to all

**1050 HRS** Gerry led discussion on GIR. Report will cover major areas of the investigation by ABB-ES and is not designed to be site specific. Per Terry a possible use of the report would be as a source document in investigation of North Field contamination by BRE. Craig questioned if GIR will be used as a management plan. Jeff/Terry responded that plan will be used for volume reduction since general information will be given only once and the report will not contain schedules or budget information.

Gerry said the document will replace the baseline risk assessment document since each site report will have site specific information. Gerry then reviewed each proposed chapter: Chapter I--Introduction; Chapter II--Methodology; Chapter III--Background Results; Chapter IV--Conclusion. Craig expressed concern that some of the reviewers may have difficulty understanding the methodology. Craig said he would contact Martha (at Mayport) to see how this is being handled. To avoid any problems with the document being acceptable to the State/EPA, Craig stressed the importance of close coordination with the regulators before the draft document is written. Per Craig, the EPA is republishing the SOP on sampling protocol and this will affect future work.

**ACTION ITEM** Craig will furnish a copy of the SOP to the team members.

Jim C. said FDEP has new RAP manual on Petroleum Sites available for \$25 per copy but didn't offer to buy a copy for each of the partners.

**1115 HRS** Craig furnished articles on partnering from "The Military Engineer" for copying and handout after lunch.

**1120 HRS** Broke for lunch.

**1230 HRS** Articles on partnering handed out.

**1235 HRS** Meeting resumed with a presentation by Gerry on Site 4. Gerry explained the transition of the site from the IRP to the UST program and then back to the IRP in 1994 because of mixed plume contamination discovered during the UST investigation. Jim C. questioned the move of the site from the IRP to the UST program since according to Geraghty & Miller tank bottom sludges were removed from the tanks located on the site and placed in shallow trenches located alongside. So far the investigation at the site has not revealed lead contamination. Review of previous work indicated that 46 monitor wells had been placed during the investigation of the site--33 shallow (screened across the water table) and 13 intermediate (screened plus/minus 20 feet into the water table) with indications of contamination to groundwater. Jim H. stated that tanks removed from the site contained/had contained avgas, diesel, and waste oil which would require soils with OVA headspace analysis exceeding 50ppm to be classified as excessively contaminated. Ground water flow is generally to the south in this area. Since UST Site 2894 (which is currently scheduled for remediation by BEI) lies south of and near Site 4, Gerry suggested that some investigation at Site 4 could possibly be combined with 2894. Tom explained site 2894 remediation and said the scope could be expanded to include work on Site 4 if Jeff could find the money. Jim C. questioned if work could be done as interim measure and Craig said he was unclear as to what was to be done. Jeff said he had spoken to his supervisor (Charley Black)

and Black had instructed him to concentrate on the main objective which is groundwater remediation at South Field for which money is available. Jeff also indicated that "things" could not happen fast enough to meet BEI's current schedule and BRE may have to do additional sampling at Site 4 which is programmed for execution in FY 98. Jeff felt that Site 4 soil could be moved up to 97 depending on groundwater remediation requirements at South Field—if no remediation is required, money will be available for use. Craig felt Site 4 soils may need to be remediated since this area may be the source of groundwater contamination. Phil questioned the presumptive remedy for North Field remediation and expressed that the source may not be a problem if natural attenuation is the option. Per Gerry "yes" but may need to isolate source. Decision: After first of 1997, BRE will install borings and/or wells to delineate the type and extent of contamination; get data to reevaluate the risk potential and to use to move the site up in ranking if required. This may result in the site being remediated a year earlier than scheduled.

**1330 HRS Field Program Update by Roger Protzman /FOL /ABB-ES**

Roger explained that 40 monitor wells had been installed—seven had been set and developed in the north perimeter area—four in the southeast area had been set but not developed and one will require resetting. Eight of nine wells planned along the flight line have been set of which six have been developed—eight wells have been installed at Site 15 of which five had been developed—two of five wells set at Site 15 have been developed and three of eight wells installed at Site 31C have been developed. GC field sampling has been BDL and IDW samples have been clean. There has been some head space hits in spoon samples and sediments (*turbidity*) exist in some of the wells. Left to install is one 220 foot well, one -three well cluster and one up gradient well at Site 31C. The drilling program is scheduled to resume on July 8th with investigation around West Well to include installation of three-three well clusters and 9 soil borings in an effort to determine how/why West well is contaminated with TCE. The investigation will center around four of five newly identified sites which are:

Site 34—former Laundry (a non-site since record search and interviews revealed that no dry cleaning was done at this facility)

Site 35—Public Works Maintenance Area around Building 1429

Site 36—Auto Repair Booth Building 1440A

Site 37—Paint Spray Booth Building 1486

Site 38—Golf Course Maintenance Building 2877 (this facility is located on the east side of the base off Golf Course Road )

Craig commented that he was not familiar with these sites.

**ACTION ITEM** Jeff to send letter designating new sites.

**ACTION ITEM** Gerry to send new map of sites

Craig cautioned that sampling should be done in a manner that results would support NFA or indicate if additional sampling was required.

It was decided that a site visit would be prudent with the objective of making a decision on a

sampling scheme that would support the above.

**1400 HRS Break**

**1415 HRS** Pete used problem encountered at West Well site for demonstration of Brainstorming as a training tool application. To Brainstorm problem:

1. Define the problem
  - a. Make vision statement if large team project.
2. Mission statement
  - a. How to handle problem
  - b. Break into groups and come to consensus
3. Brainstorm problem
  - a. List ideas
    - (1) Each person in sequence
    - (2) Individual may pass one time only
    - (3) Write down on post-a-note
4. Group ideas
  - a. Do in silence
  - b. Five to eight groups ideal
5. Name groups

For the West Well investigation the problem was defined as: "determine the type, quality and quantity of the data required to get sites 35, 36, & 37 to NFA or to determine if further action is needed".

The mission statement was: short term "develop an outline for a sampling plan that provides the type, quality, and quantity of data required to make the decision"; long term "develop a plan to obtain the data suitable for use in decision making".

Pete handed out a report card for grading the facilitator. All partners filled out the sheet and returned to Pete.

**1630 HRS** Site visit to West Well area

**1730 HRS** Site visit ended--Meeting to reconvene at 0800 at ABB Trailer

26 June 1996

**0820 HRS** Meeting reconvened with all members present from the day before with the exception of Pete. Tom introduced his Field Supervisor for the Site 2894 remediation project, Mr William (Bill) Hevrdeys. A general discussion then ensued concerning sampling for the West Well site investigation. It was noted that concentrations of TCE in the west well range from approximately 5ppb upward to approximately 25 ppb. The question was raised as to when to stop investigating in the deep zone. Craig recommended ground modeling be done prior to installing

deep wells.

The partners decided the following relative the investigation around West Well:

**Site 37--Paint Spray Booth Building 1486** Three soil borings with continuous split spoon sampling to a depth of twenty feet (depth later changed). One soil boring to be located near the intersection of the sewer lateral leading from the building and the street main. The remaining two boring locations to be established after inspection of the buildings interior. One boring is to extend to water table with sampling at five foot intervals at depths greater than twenty feet. One shallow monitor well near southwest corner of building (if clean-stop; if contamination is found-install intermediate well). Because of well installation cost-all wells are to be permanent. Per Craig risk evaluation is not required at SI level-since there is no FFA any site may be removed from further consideration if no contamination is found. If all sampling is clean data is adequate to support NFA.

**Building 1440B Jim C.** Questioned if facility was used for solvent/paint storage and could be the source of the contamination. After discussion it was decided that Gerry/ABB.ES would do a record review to determine the building use. If record search was inconclusive as to use or it was shown that the building was used for storage of contaminants, one soil boring would be done on the down gradient side or at the most probable spill location. The boring would extend to a depth of thirty feet.

**Site 36--Auto Repair Booth Building 1440A** Three soil borings-depth to clay strata. One to be located at intersection of building sewer lateral and street main and one to be located near waste oil tank. A monitor well cluster near the southwest corner of the building having a shallow and intermediate depth wells. If contamination is found a deep well will be installed.

**Site 34-- Laundry Building 2988** Place shallow well south of building in line with production well, if hot (based on field GC) install intermediate well. If intermediate depth well is hot, install deep well.

**Site 35--Public Works Maintenance Area Building 1429** Five soil borings-four to a depth of thirty feet and one to groundwater. One boring to be placed near rail terminal, one south of metal shop, two near underground fuel/oil storage tanks, and one near former service station site. One well nest consisting of a shallow and intermediate depth well. If hot a deep well is to be installed. Cluster to be located near southwest corner of building.

Site will have to be included in FFA if not written off prior to execution. Also included in SMP. Per Craig FFA will probably be ready in 1997. Tom recommended that analysis for PCBs be done around waste oil tanks.

It was decided that Gerry will prepare a sampling plan for the West Well investigation and furnish a copy to the partners for comments.

Jeff expressed concern that the scope for groundwater investigation at South Field may not be broad enough to allow for soil borings to be done around West Well. He will check with his supervisor. May need team to plead case with Southdiv.

Meeting adjourned at approximately 1130 HRS.

**FUTURE MEETINGS**

<b>RAB</b>	<b>15 AUG</b>	<b>1730 HRS @ PJC</b>
<b>PARTNERING</b>	<b>22 AUG</b>	<b>1030 HRS @ NASWF Adams-Leader/Walker-Scribe</b>
<b>PARTNERING</b>	<b>26 SEPT</b>	<b>1030 HRS @ NASWF Benedikt-Leader/Adams-Scribe</b>

ACTION ITEM LIST FOR NAS WHITING FIELD PARTNERING MEETING  
26 August 1996

- ✓ ACTION ITEM - Terry to provide copy of the minutes of the Tier II meeting of May 9, 1996.
- OK ACTION ITEM - Pete is to help develop method of introduction of new members to team. *Pete says can do*
- OK ACTION ITEM - Pete to provide examples of partnering tools and training in their use. *Can do*
- ACTION ITEM - Craig to discuss training requirements with Tier II Link. ✓
- ACTION ITEM - Tom to provide copy of meeting minute notebook to Phil. ✓
- ACTION ITEM - Gerry to sent list of documents to all. ✓
- ACTION ITEM - Tom to determine availability of "Waste Chasers" booklet for Partners. Carry over
- ACTION ITEM - Craig to send copy of EPA determination of background criteria to all. ✓
- ACTION ITEM - Craig will furnish copy of SOP to team members. ✓
- ACTION ITEM - Jeff to send letter designating new sites. ✓
- ACTION ITEM - Gerry to send new map of sites. ✓
- ACTION ITEM - Gerry to prepare sampling plan for the west well sites and distribute to partners for comments. ✓

MTBI Galeker still handling it to complete  
takes to long