



PROJECT NOTE NO. PN-0249/250-27 CLE-C01-01F249/250-12-0013	PROJECT NO. 01-F249/250-YS
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CONFIRMATION OF:	CONFERENCE	DATE HELD	18 <del>April</del> <sup>MAY</sup> 1993
	TELECOM X	DATE ISSUED	25 <del>April</del> 1993
	OTHER	RECORDED BY	Kathy Brewer/CH2M HILL
		PLACE	Long Beach, California
SUBJECT	Contract Task Order (CTO) No. 249/250 Technical Review Committee (TRC) Planning Meeting Naval Complex (NC) Long Beach Remedial Investigation/Feasibility Study (RI/FS)		

PARTICIPANTS: (\* DENOTES PART-TIME ATTENDANCE)

A. Hurt - Code 1832.AH	Lt K. Johnson - NAVSTA Long Beach
G. Simon - Code 183.A	J. Ryan - LBNSY
LCDR J. Snyder - NAVSTA Long Beach	K. Brewer - CH2M HILL
D. Rollefson - NAVSTA Long Beach	P. Torrey - CH2M HILL
A. Ulaszewski - LBNSY	C. Flagg - CH2M HILL
LCDR S. Chesser - NAVSTA Long Beach	

ACTION REQ'D. BY	ITEM
	<p>A meeting was held on 18 <del>May</del> <sup>MAY</sup> 1993 at 1000 hours to review the presentation for the TRC and to discuss upcoming public relations activities. This project note summarizes the discussion.</p> <p><u>Organization Chart</u></p> <p>The group developed an organization chart to be presented at the TRC that shows the key people involved in the Installation Restoration (IR) Program at NC Long Beach. The Jacobs Team will have a draft version of the chart made for review at the dry-run of the TRC on 19 May. A. Hurt commented that the use of acronyms should be minimized and that a list of addresses and phone numbers for key contacts should appear on the back of the organization chart.</p> <p><u>TRC Presentation</u></p> <p>A. Hurt said that he had not received any written comments from the TRC. The letter to the TRC requested that any written comments be submitted by 17 May.</p> <p>K. Brewer and P. Torrey presented the slides that had been prepared for the TRC meeting. It was decided that the commanding officers will handle the introductions and the discussion of the agenda and facility background. A. Hurt will discuss how the mission is related to the waste streams of concern, the identification of the 13 sites, and the overview of the RI/FS process. He will also present the IR Program organization chart for NC Long Beach.</p> <p>The Jacobs Team will present the objectives of the RI/FS, overview of the Work Plan, potential pathways of concern, and the discussion of the proposed investigation for Sites 3, 7, and 11. A. Hurt will then discuss the schedule and the community involvement.</p>



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The schedule presented is the Resource Conservation and Recovery Act of 1976 (RCRA) Corrective Action schedule that is currently being negotiated for the permit modification. J. Snyder commented to A. Hurt that he would like to see a more realistic working schedule presented for the Phase I implementation.

Fact Sheet and Public Meeting

J. Snyder provided further written comments on the draft Fact Sheet. J. Ryan commented that the mailing coupon should be affixed so that it can be removed without destroying the brochure information. S. Chesser said that the date for the base closure had been changed to 30 September 1994.

Currently, the Statement of Work for CTOs 249 and 250 has 100 copies of the final Fact Sheet going to NAVSTA Long Beach for internal distribution and 200 copies going to LBNSY. J. Snyder and J. Ryan said that they would like to have 500 copies each. J. Ryan provided the Jacobs Team with the external mailing list. C. Flagg stated that Claire Best from the Department of Toxic Substances Control (DTSC) also requested 20 copies. The final Fact Sheet will be submitted to the Navy by 28 May for final review before all of the copies are made.

There was some discussion on whether to reschedule the public meeting for the first week in July to avoid possible conflicts with the base closure committee review of LBNSY for closure. However, it was decided to keep the public meeting on the scheduled date of 23 June. J. Ryan said that he would handle getting the public notice in the newspapers. The Fact Sheet will have an announcement for the public meeting.

Nonparticipant Distribution

R. Green - Code 0232.RG  
P. Husted - Code 0231.PH  
K. Reynolds - Code 1841.KR  
G. Guha - JEG/Pas  
A. Vela - JEG/Pas  
M. Bell - JEG/Pas  
R. Udabe - JEG/Pas

K. Fredrickson - CH2M HILL  
B. Wong - CH2M HILL  
K. Tomeo - CH2M HILL  
File - PMO  
File - CTO Notebook/PMO  
File - CH2M HILL