

N65928.AR.000495
NTC ORLANDO
5090.3a

MINUTES FROM ORLANDO PARTNERING TEAM MEETING ON 7 SEPTEMBER 1995 NTC
ORLANDO FL
9/7/1995
NAVFAC SOUTHERN

ORLANDO PARTNERING TEAM
SUMMARY OF 7-8 SEPTEMBER 1995 MEETING

Place: Naval Training Center, Mr. Hansel's Office, B-2078

Attendees: Ms. Nancy Rodriguez (EPA)
Mr. John Mitchell (FDEP--new member)
Mr. Eric Nuzie (Tier II)
Mr. Wayne Hansel (SODIV-core)
Mr. Jim Manning (ABB-core)
Mr. John Kaiser (ABB-core)
Mr. Oscar "Mac" McNeil (Bechtel-core)
Ms. Barbara Nwokike (SODIV-support)
Mr. Robert Rivers (SODIV-support)
Mr. Nick Ugolini (SODIV-support)
Mr. Nick Morning (facilitator)
LCDR Catherine Ballinger (NTC Orlando-core)

Team Leader: Mr. Wayne Hansel
Recorder: LCDR Catherine Ballinger

I. Technical Issues

A. Decisions: The Orlando Partnering Team (OPT) reached consensus on the following items:

1. Confirmed the acronym "OPT" as standing for "Orlando Partnering Team";
2. Confirmed Mr. Clowes's (former FDEP participant) "no comment" regarding Group 4 and 5 Site Screening revisions as approval of the revisions as presented.
3. Determined that the compliance "management plans" prepared for NTC Orlando were NOT directly connected with the mission of the OPT in the classical sense of environmental restoration and therefore, would not be made part of the administrative record or the information repository.
4. Deleted the "military clean up goal" on page 2 of the Draft Workplan for the Air Force Sites in the RTC area.

B. Action Items:

1. Re: detailed minutes from August OPT: Change "CAR" to "Scope of Work"; re: August OPT Summary--change "presenting" to "preparing" (C. Ballinger)
2. Orange County does not wish to receive closure reports for unregulated tanks. (J. Kaiser)

3. Prepare a decision tree or some other means of clarifying the decision process of applying the 10-50 ppm rule to the removal of contaminated soil in an IRA. (J. Kaiser)
4. Bechtel needs direction concerning B-222 contamination (SOUTHDIR--N. Ugolini)
5. OPT needs update/confirmation on direction Community Redevelopment Agency is pursuing so priority of tank removals can be determined (continuing: C. Ballinger, W. Hansel, BTO)
6. Distribute minutes from Tank Program Cost Control meeting. (SOUTHDIR--N. Ugolini)
7. Direction is needed regarding closure of open well at Area "C". ABB to investigate and recommend method of closure. (J. Kaiser)
8. Corrections to Draft Air Force Records Search Technical Memorandum: UNF 10 is in Group V not Group IV; confirm existing of Building S-3039; ACE-MC- is in study area 19. (J. Manning)
9. Complete and distribute Group II Site Screening Report. (J. Manning)
10. Re: Draft Workplan for Air Forces in the RTC Area: Add Air Force Area of Concern (AEC) designation to sites in the workplan for continuity between the workplan and the Records Search Technical Memorandum. (J. Manning)

II. Partnering Progress:

A. Decisions. The OPT reached consensus regarding the following issues:

1. Team Leader, timekeeper and recorder will rotate alphabetically progressing in this order: timekeeper, recorder, team leader, participant. Thus, assignment for next OPT is:
Timekeeper-J. Kaiser
Recorder-W. Hansel
Team Leader-C. Ballinger
2. Duties of the Team Leader are:
 - a. set the agenda
 - b. ensure those responsible for items on the agenda are prepared
 - b. determine meeting location
 - c. chair the meeting

3. Reaffirmed the consolidated position of gatekeeper/timekeeper.

4. Prospective Team Leader (i.e., current recorder) will draft agenda for the next meeting and propose meeting location; promulgate final agenda 10 days before the meeting he chairs.

5. Gatekeeper/timekeeper assists in keeping the meeting on track and on time.

6. The scrivener takes notes and issues the minutes.

7. Action items and salient point will be summarized at the end of a topic by the OPT for the scribe.

8. Regarding the issue of proxy: Absent members have the discretion of designating a proxy to represent his views at the meeting. The OPT also decided it will not deliberately make a decision contrary to an absent member's known views or interests.

B. Action Items:

1. Members of the OPT must review and be ready to work on the outstanding Tier II "Deliverables" which were ranked in order of precedence as shown below:

- a. decision and conflict resolution model
- b. charter (tied with...)
- c. groundrules
- d. issues and prioritization
- e. training schedules