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MINUTES FROM ORLANDO PARTNERING TEAM MEETING ON 16 APRIL 1997 NTC
ORLANDO FL
4/16/1997
NAVFAC SOUTHERN

ORLANDO PARTNERING TEAM MEETING MINUTES

Date: April 16 & 17, 1997
 Location: Atlanta
 Team Leader: Gary Whipple
 Scribe : Wayne Hansel
 Gatekeeper/Timekeeper: John Kaiser

ATTENDEES

OPT Members

Wayne Hansel
 John Kaiser
 Steve McCoy
 Mac McNeil
 John Mitchell
 Nancy Rodriguez
 Lt. Gary Whipple

Support Members

Barbara Nwokike
 Eric Nuzie (Tier II Link)
 Anne Marie Lyddy (Facilitator)

Guests

Lee Wolfe, EPA
 Steve McCutcheon, EPA
 Fred Sloan, EPA
 Sharon Mathews, EPA
 Jim Weaver, EPA
 Cliff Casey, SOUTHDIV

ATTACHMENTS DISCUSSED AT MEETING

1. UST/IR Update
2. Phyto Handout
3. OU1 Proposed Plan
4. OU4 DPT data

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Meeting began at 1000 with reading of OPT Ground Rules. Check-in was deferred to later time.

UST/IR/Tier II Update and Transfer Status (Attachment 1)

John K went over the UST/IR update. Screening of 9 buildings in EDC transferring area has been completed. NFAs will be recommended for all 9 sites. Completed SA39 Risk Assessment. Sampled Lake Barton, no Benzene, small amount of PCE. - SEE ATTACHMENT for further details.

Wayne gave Transfer Status and Update. Big EDC FOST almost completed, should be done by the end of April. OU1, SA3 and 27, and tanks at 218 and 7241, and O/W separator at 200 are areas still being worked in the transferring parcel.

Eric gave Tier II update, Links may become point of contact and be from closest organization. Pensacola team rewrote new review form because they didn't like the new format. Considering having AF and Navy send representative to each others meeting. Florida Districts are starting to use partnering. Use of facilitators and their roles is being reviewed.

Phytoremediation/OU4 (Attachment 2)

A group from the EPA National Research Lab, Athens GA lead by Steve McCUTCHEON gave us a presentation on their proposed research project to use trees to remediate some of the PCE at OU4. The presentation was very informative and later discussion resulted in an action item for JK and WH to draft a letter thanking them for the presentation and listing the concerns discussed by the OPT. The concerns are listed below:

<u>Concern</u>	<u>Comment</u>
High apparent cost	More cost details needed
Affects on In-Well stripping	Explain interaction of technologies
Depth of plume and high volume of water across site	Explain how plume 45' deep will be remediated
Affects on and avoidance of wetland	Detail affects
Explain site restoration	More specific information/ cost.
Synergy with the RI/FS	Discuss

The following items should be expanded upon:

- O&M of system/ costs for 3 years
- A list of support cost and services required.
- Breakdown of all costs associated with the project and who pays.

Action Item: JK, WH draft letter to UGA.

Funding

Everything has been awarded except for the construction of IRA at OU4 and money is still available for that project.

OU2 Update

B&R will finish update of work plan to include soil gas, one per acre over area of cells and also 1 per every 200 ft. around the edges. 10% for DPT samples will be sent to lab. Global positioning will be use so flags will not be necessary. Work will start work the week of May 5. Mike Cambell went over fieldwork schedule.

SA 39/40 Risk Report

Shannon Gleason gave presentation on risk analysis performed for SA39/40. Risk is above FDEP residential risks levels. OPT agreed to discuss with respective risk experts and provide comments.

OU1 ROD/PP Review(Attachmant 3)

Shannon gave brief on Proposed Plan. Corrections were made to boundary shown in figure (southern boundary moved up to side walk south of swimming pool. Public Meeting will be May 22. The City will be asked to host the Public Meeting. Some editorial changes were discussed.

Action Item: Shannon is to Make changes to Proposed Plan and FAX to the team.

SA17 Draft Workplan

JK gave brief on workplan. Workplan is similar to one for SA39 use of DPT to determine where to install wells.

Herndon Annex Status

Issue: How to transfer Herndon Annex Quickest, Cheapest, Smartest

Options:

- Natural Attenuation, monitoring
- RI/FS
- Army search for sources
- We search for sources
- Others search for sources
- Sample for NA parameters

Action Item: WH to get more specific information on where well survey was done and where irrigation wells exist.

Action Item: JM have district do paper search for off site sources.

Action Item: JK synopsis options for May OPT meeting.

Action Item: WH Check on CPTavailability.

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OU 4 RAB Presentation (Attachment 4)

JK - John handed out data sheet , PCE increased in one well North of laundry.

MM - RFP will be changed to be more specific about where the wells should be located.

Decision: Well location should be installed to capture as much of the plume as possible while staying out of wetland area.

Action Item: JM check on air emission standards.

Action Item: WH check with Bill Boswick on where In-Well has been installed.

PAH Issues

JM - Need to have at least 10 samples to use 95% confidence levels for risk assessments.

Page 4 - 1st para should be 1/2 the SQL is used.

Page 6 - Check on SA21 reuse

Facilitator Training

Anne Marie lead OPT exercise on Effective Meeting Practices, tools helpful in keeping meetings focused and dealing with difficult situations during meetings. Anne Marie passed out a copy of the new Team Process Evaluation.

Tier II Deliverables

We discussed where to add maintain confidences in the Charter and role of Tier II Link .

Action item: GW finalize Charter and have ready to sign in May.

Action Item: MM Draft Summary for guest.

Action Item: JM Bring Team Tindle Roles and Responsibilities

Metrics/ Success Stories

<u>Item</u>	<u>Measure</u>
1. Action item close-out	Acres
2. SA status	\$
3. Consensus Scoping	Time
4. # of sites with reduced risk	#
5. Awards made	Finals
6. # of FOST/FOSLs	
7. Onboard reviews	
8. Clarify communication channels	
9. Innovative technology	
10. NFA/NFRAPs	
11. Closures	
12. Training	
13. Community relations	
14. Document reviews	
15. Schedules	

Action SM bring articles on metrics to next meeting

Business Plan Comments

Nancy had some editorial comments.

Action Item: WH incorporate comments and prepare final Business Plan for RAB in May.

RAB Membership

We discussed what to do to fill RAB vacancies. Consensus was that we lay out options for RAB

New Mailout

Solicit for old applicants

CRITIQUE

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Lively discussion

Supported moving things along
by introducing Ideas

Phyo Presentation

Getting back on schedule

Decision on OU4 well placement

Shannon did good job on SA39 Risk Presentation

Revisit of Roles and Responsibilities

Metrics work

Tier II link present

Rambled on Herndon

Didn't use tools adequately on Herndon

Diner wait

ORLANDO PARTNERING TEAM AGENDA

ORLANDO: MAY 21 -22, 1997

Team Leader: Wayne Hansel
 Recorder: John Kaiser
 Gatekeeper/Timekeeper: Steve McCoy
 Location: Orlando OPT Room

<u>Time</u>	<u>Topic</u>		<u>Person</u>
May 21			
0815	Check in		JM
0845	Updates of UST/IR/ Tier II/ Property Transfer	Info Share	JK,WH,EN Capt. Y
0930	OU2 Update	Info Share	SM
1015	Break		SM
1025	Herndon Annex	Info Share/Resolution	JK
1200	Lunch		JK
1300	IRA Updates (OU3, SA52, SA27)	Info Share	JK, DET
1400	SA 39 (PCE/PAH Risk)	Update/ Resolution	JK
1500	Break		SM
1510	OU4 Update	Info Share	JK, MM
1600	RAB Presentation	Review/ Practice	WH
1715	Adjourn		
May 22			
0815	OU1 Draft ROD tabletop review	Review	JK
0915	7174 Update	Info Share	JK; MM
1000	Break		SM
1010	Tier II Deliverables (Metrics/ Roles and Responsibilities)	Resolution	WH
1400	Public Meeting Presentation, OU1 Proposed Plan	Review/ Practice	WH
1515	Break		SM
1525	City Brief	Info Share	JK
1600	Facilator Training	Brainstorm	WH
1645	Check-out		JM
1715	Adjourn		

Support: Barbara Nwokike
 Nick Ugolini
 Rick Allen

Guests: Eric Nuzie
 DET
 Shannon Gleason
 Captain Southgate
 Captain Yesensky