

MEETING MINUTES

APRIL 18 – APRIL 19, 2000

INDIAN HEAD PARTNERING TEAM MEETING
INDIAN HEAD NAVAL SURFACE WARFARE CENTER
INDIAN HEAD, MARYLAND

The Partnering Team meeting was held on April 18-19, 2000, in Building 1557 at the Indian Head Naval Surface Warfare Center, Indian Head, Maryland. The following personnel attended the meeting:

Ed Corack – CH2M HILL
Kent Cabbage – Tetra Tech NUS (April 19, 2000, only)
Curtis DeTore – Maryland Department of the Environment
Janet Eastman – Management Edge
Anne Estabrook – CH2M HILL
Shawn Jorgensen – NSWC Indian Head
George Latulippe – Tetra Tech NUS
Heidi McArthur – NSWC Indian Head
Dennis Orenshaw – US Environmental Protection Agency, Region III
Rob Sadorra – EFACHES

Note: No Tier II link present.

Tuesday, April 18, 2000

- **Introductions** by everyone ⇒ familiarizing group, catching up: Shawn Jorgensen (chair), George Latulippe (scribe), Curtis DeTore (time keeper), Dennis Orenshaw (member facilitator today), Rob Sadorra, Janet Eastman, Heidi McArthur, Anne Estabrook, and Ed Corack (minutes).

- **Review today's agenda**

- **Review last meeting's minutes**

Change on page 8: *Role of Team Member* to *Expectations of Team Member* in Janet Eastman partnering discussion

Change on Page 11: *\$100,000 plus* to *several hundred thousand dollars*

- **Wisp Presentation practice**

Timed, dry run by Shawn, Curtis, Rob, and Dennis

Comments:

Add in *decreased contamination to creek from 60 ppb down to 20 ppb* in Curtis's slide

On cost slide, add *dollars per linear foot*

How long does the process take?

Clarify *mention that this is only an intermediate action . . .*

Project goals slide: *retains flexibility . . .*

Emphasize that *no excavation* was a key factor for picking this technology . . . and *In Situ Form* is only slip lining technology that meets this criteria

LUNCH

- **Janet Eastman – Partnering: Communication Skills**

Good Communication
<ul style="list-style-type: none">• Keep each other informed – no surprises• Open – honest, laying it out on the table• Easily approachable – multiple communication channels• All ideas are listened to and discussed --> fair hearing• Respectful – open to ideas• Tactful – speaking with consideration for others• Full participation by team• Not <i>us</i> vs. <i>them</i>, now it is us

Challenges to Communication
<ul style="list-style-type: none">• We are representative of our individual agency• There are constraints / compromises are necessary• Time• Personality Types• Articulation of your view, ideas, opinions

Handout: Assumption Model showing path from Raw Data (anything you see or hear) to Long Term Impact.

Barriers of perception/understanding
<ul style="list-style-type: none">• Attitude – “ism”• Where you grew up• Delivery (tone)• Who says it / source

Communication
<ul style="list-style-type: none"> • Assumption • Awareness

Group moves outside for partnering activity – walk as fast as you can, walk as slow as you can, walk at normal pace; come back inside and fill out Awareness activity questions.

Problem solving model:

- ✓ Define Problem
- ✓ Brainstorm solutions
- ✓ Evaluate solutions
- ✓ Select one
- ✓ Implement

Everyone in group (except two: Heidi and George) try process

PROBLEM: not fully accomplishing objective within planned time period

BRAINSTORM: add more time for a topic
 Subtract topic
 Focus goal better / limit topic
 Reduce tangents
 Extend overall meeting time
 Do more offline

George and Heidi evaluate

- **Anne Estabrook: Discussion of Sites 49, 15, 16, and 53**

Handout of PowerPoint slides

Site 50 is the crawl-space soils under Building 103

Site 15 is the manhole B, but manhole is also part of Site 53

Building 600 has similar history to 103 . . . and had pipes re-routed so many times that abandoned lines will be hard to locate

Shawn reviews history of buildings from historical records

Action item from last meeting for Dennis and Curtis to ask about taking a limited investigative approach:

Dennis talked to his boss, and thinks that we need to make a "reasonable effort" to look for areas where the most mercury has accumulated.

Curtis talked to Kim and thinks the same thing.

DECISION: for RI investigation:

- 1) sample sediment inside 13 manholes
- 2) direct push sample along pipes and around manholes closest to buildings to look for elemental mercury and other contaminants
- 3) Eco, look at outfall (daylight of pipes), but that falls under Mattawoman Creek study. Check Site 57 RI data

DECISION: Keep chemical disposal pit as separate operable unit

DECISION: Mercury contamination in soils under building 103 to be investigated separately

DECISION: Incorporate Sites 15 and 16 into Site 53.

DECISION: Will not do smoke testing at Building 600 (Site 16), because even if other pipes exist, they may be abandoned.

DECISION: We will do smoke testing at chemical pit Site 49, sample surface soil around perimeter, remove pit for disposal, and sample excavation.

DECISION: Sample waste for disposal at Site 49, and sample any outfalls identified or wrap into site 53.

DECISION: Sample sediment in pump station that serves these pipes?

ACTION: Shawn, Do they sample and/or clean out influent at pump station near Building 436? By April 28, 2000.

(Will finish and review actions tomorrow)

END OF DAY

Wednesday, April 19, 2000

- **Introductions**, quick conversations. Kent Cabbage is here today. Rob Sadorra is member facilitator today.
- **Janet Eastman:** Review member facilitator role from yesterday, group dynamics from yesterday, etc.
- **Review today's agenda**
- **Anne Estabrook: Continue discussion from yesterday**

Anne, Rob, Shawn, and Curtis set deadline(s) for reviewing documents

DECISION(s): Comments on site specific WP for Sites 11, 13, 17, 21, and 25 are due on June 16th.

Team receives Draft WP for Sites 15, 16, 49, and 53 on May 12th; comments are due on June 16th.

Field work for Sites 11, 13, 17, 21, and 25, and 15, 16, 49, and 53 in mid-July.

Site 47 RI report sent out for review on April 28th

Comments due for CH2M HILL Master WP Addendum on June 16th.

Bob will not be at Wisp, but maybe conference call

ACTION: Rob and Shawn, send comments on Sites 11, 13, 17, 21, 25 WP and Master WP Addendum to Anne by 4/28/00.

ACTION: Anne, make necessary changes to Sites 11, 13, 17, 21, 25 WP and Master WP Addendum and send additional copies and .pdf file to Rob and Shawn for distribution to the RAB by 5/5/00.

ACTION: Dennis and Curtis, send comments on Sites 11, 13, 17, 21, 25 WP and Master WP Addendum to Anne by 6/16/00.

ACTION: Rob and Shawn, send RAB comments on Sites 11, 13, 17, 21, 25 WP and Master WP Addendum to Anne by 6/16/00.

ACTION: Anne, submit Final Sites 11, 13, 17, 21, 25 WP and Master WP Addendum to team by 7/7/00.

ACTION: Anne, submit Draft Sites 15, 16, 49, 53 WP to team by 5/12/00.

ACTION: Rob and Shawn, send major comments on Sites 15, 16, 49, 53 WP to Anne by 5/19/00.

ACTION: Anne, make necessary changes to Sites 15, 16, 49, 53 WP and send additional copies and .pdf file to Rob and Shawn for distribution to the RAB by 5/24/00.

ACTION: Dennis and Curtis, send comments on Sites 15, 16, 49, 53 WP and Master WP Addendum to Anne by 6/16/00.

ACTION: Rob and Shawn, send RAB comments on Sites 15, 16, 49, 53 WP and Master WP Addendum to Anne by 6/16/00.

ACTION: Anne, submit Final Sites 15, 16, 49, 53 WP by 7/7/00.

ACTION: Anne, submit Draft Site 47 RI by 4/28/00.

- **George Latulippe: Review FS for Sites 12, 41, and 42**

Each reviewer (Heidi, Shawn, Curtis, and Dennis) will have 30 minutes to discuss their comments.

Although this will be done verbally, and George is taking notes, George needs an email from each person detailing changes to be made. Ed Corack will also try to capture major decisions in minutes.

Heidi: Various editing
alternative 4 for Town Gut Site 12
Slurry wall clarification
Relocate water line on north side of land fill

Curtis: Various editing

Rob: Various editing
Consider Site 42 Alternative 5A – general discussion whether a “preferred alternative” should be presented in the FS
Handout of *Comparison of Remedial Action Cost With and Without silver/sediment removal from site*

Dennis: Various editing
Basic sections stay as they are
Executive summary does not recommend any alternative
Summarize alternatives for each site, further, to fit in executive summary

DECISION: The executive summary should summarize the evaluation of each alternative against the nine criteria (perhaps in a tabular format), but make no recommendation for preferred alternative.

Shawn: (not enough time . . . will discuss with George privately and during con call)

ACTION: All, provide written comments to George by 5/19/00.

- **George: Site 42 Ecological Discussion**

Outcome: what analytical methods for sediment samples

Two handouts: Toxicity test flow charts

(Using TIE Method, and Using EPA Method 100.1)

This EPA test is only 10 days

Recall that if silver is not responsible for toxicity, then we are not responsible for remediation (according to discussions with Simeon.

ACTION: Kent, ask Simeon about TIE approach and call labs to obtain cost of testing by 4/27/00.

- **Janet: Partnering Deliverable – Conflict Resolution Process**

On whiteboard:

- 1) Define the problem/issue
- 2) Identify all points of view and rationale.
- 3) Identify the differences and similarities.
- 4) Identify areas of agreement and possible compromise
Identify must haves vs. like to haves
- 5) Team members offers a proposal/solution
- 6) Refinement of solutions
- 7) Have extensive discussion to arrive at group consensus
- 8) Allow opportunity for individual reevaluation and go through conflict resolution process again at another time
- 9) If team cannot reach consensus on the issue, then the team seeks consensus on elevating the issue to Tier II
- 10) If team cannot decide by consensus to elevate to Tier II, then core members will vote on sending it to Tier II. In case of a tie, the issue will be elevated to Tier II.

- **Team reviews old and new action items:**

Update completed-on and change due dates

Change Action #83 to be **Provide written comments . . .** to be due on 5/19/00

Change Action #93 to be . . . **Site 57 RI . . .** to be due on 5/19/00

- **Go over Parking Lot:**

Schedule FFA Meeting

Scheduled for 5/17/00

ACTION: Ed, add to duties of Scribe to list parking lot issues from previous meeting.

Schedule for Site 47 RI presentation

Moved to agenda

Schedule technical discussions

Put on Wisp agenda

Draft WP for 15, 16, 53, and 49 schedule

Discussed 4/19/00 a.m.

Draft WP for 11, 13, 17, etc. comments

Discussed 4/19/00 a.m.

Schedule for fieldwork

Discussed 4/19/00 a.m.

Note: Current Parking Lot is empty

- **Begin Closeout**

Schedule meeting for Mattawoman Creek Ecological Study for June 27.

We will finalize agenda for that, and the partnering meeting on 28-29 at meeting at Wisp

ACTION: Dennis, check on BTAG's availability for 27-29 June by 4/28/00.

ACTION: Ed, bring deliverables to next meeting.

- **Summarize Decisions**

- **List agenda and con call agenda**

Agenda

Bob Root Site 47 presentation at Wisp
Site 47 RI review schedule
Scheduling technical discussions
Deliverables format

Con Call Agenda

Core members concur on preferred alternatives for 12,41,42
Discuss any of Shawn's comments that need team input

- **Team Reviews agenda for Wisp Meeting on 5/11/00:** assigning goals, outcomes, and time period. 8:00 a.m. to 4:00 p.m. 5.5 hours available

All, Review Partnering Deliverable

*Outcome: finalize format of deliverable package
Time: 1.0 hour*

All, Check in / Review of meeting agenda / minutes

*Outcome: start meeting
Time: 0.5 hour*

All, Closeout

*Outcome: end meeting
Time: 1.0 hour*

All, Lunch

*Outcome: eat lunch
Time: 1.0 hour*

Bob Root, Site 47 Presentation / scheduling

*Outcome: develop approach or scope work plan
Time: 2.5 hours*

All, Scheduling Technical Discussions

*Outcome: complete draft work plan
Time: 1 hour*

- **Future meetings:**

Date of meeting	11 May (Wisp) 8 a.m. – 4 p.m.	28-29 June	25-26 July	30-31 August	27-28 September
Location	Wisp	Baltimore	Herndon	Philadelphia	Indian Head
Host	Tier II	CH2M HILL	Rob/ CH2M HILL	Dennis	Shawn
Chair	Curtis	Curtis	Rob	TBA	TBA
Scribe	Heidi	Rob	Curtis	TBA	TBA
Time Keeper	George	Anne	Dennis	TBA	TBA

- **Team plans conference call before next meeting:**

Wednesday, 4/26/00 at 10:00 a.m. – set up by Anne

- **Evaluations:**

(Separate file)

Actions Items Completed Since Last Meeting

Goal Number	Goal	Status of Goal	Action Number	Action	Person Responsible for Action	Date Action Created	Status of Action	Date Action Must Be Completed
5	Finalize Remedial Investigation Report for Sites 11, 13, 17, 21, and 25 by 04/17/02: (a) Finalize Work Plan by 04/28/00 (b) Complete Draft Final Remedial Investigation report by 02/09/01	In progress	76	Check EBS on nitroglycerin annealing oven in Building 579 and give info to Anne	Heidi McArthur	03/01/00	Completed on 4/18/00	Completed
9	Complete Partnering Deliverables by 04/30/00	In progress	85	Regenerate ground rules on poster	Anne Estabrook	03/01/00	Completed on 4/18/00	Completed
11	Wisp Presentation	In progress	88	Scan pipe lining diagram and insert into Wisp presentation, slides 5 and 8 make other edits	Rob Sadorra	03/29/00	Completed on 4/18/00	Completed
1	Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01: (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	97	Check with treatment plant regarding mercury levels in sludge (are levels acceptable?)	Shawn Jorgensen	03/29/00	Completed on 4/18/00	Completed
1	Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01: (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	99	Would regulators be receptive to a remedial action that leaves contaminant(s) in place (assuming we prove no exposure / no migration)?	Curtis DeTore	03/29/00	Completed on 4/18/00	Completed
1	Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01: (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	99	Would regulators be receptive to a remedial action that leaves contaminant(s) in place (assuming we prove no exposure / no migration)?	Dennis Orenshaw	03/29/00	Completed on 4/18/00	Completed
9	Complete Partnering Deliverables by 04/30/00	In progress	90	Figure out dates and communicate to Rob for Quarterly Report format	George Latulippe	03/29/00	Completed on 4/19/00	Completed

ACTION ITEMS COMPLETED SINCE LAST MEETING

Goal Number	Goal	Status of Goal	Action Number	Action	Person Responsible for Action	Date Action Created	Status of Action	Date Action Must Be Completed
1	Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01: (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	94	Look again at ECO exceedences to see how far above screening levels	George Latulippe	03/29/00	Completed on 4/19/00	Completed
1	Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01: (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	96	Email all comments to George on Sites 12,41,42 FS by next meeting, even if they have not been put through official channels	All Core Team	03/29/00	Completed on 4/19/00	OBE
To be defined	To be defined	In progress	100	Conference call to set up FFA Meeting	Rob Sadorra	03/29/00	Completed on 4/19/00	Completed

Open Action Items

Goal Number	Goal	Status of Goal	Action Number	Action	Person Responsible for Action	Date Action Created	Status of Action	Date Action Must Be Completed
10	Become a Self-Facilitating Partnering Group by 10/01/00	In progress	To be defined	To be defined	Core team	10/27/99	In progress	10/01/00
1	Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01: (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	62	Find out from BTAG about suitability of grasses/rocks for biotic layer at Site 12	Dennis Orenshaw	02/29/00	In progress	04/24/00
1	Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01: (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	64	Check with BTAG on covering for shore line (armor/gabion/vegetation) and tell George	Dennis Orenshaw	03/01/00	In progress	04/24/00
1	Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01: (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	68	Site 42 suitability of Alternatives 2 and 3, screen alternatives for possible stops, and check on variance and tell George	Dennis Orenshaw	03/01/00	In progress	04/24/00
5	Finalize Remedial Investigation Report for Sites 11, 13, 17, 21, and 25 by 04/17/02: (a) Finalize Work Plan by 04/28/00 (b) Complete Draft Final Remedial Investigation report by 02/09/01	In progress	72	Find letter from Army Corps of Engineers about removing fill placed at Site 11 and give info to Anne	Shawn Jorgensen	03/01/00	In progress	05/09/00
1	Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01: (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	83	Provide written comments on Sites 12, 41, 42 FS to George	All Core Team	03/01/00	In progress	05/19/00
11	Wisp Presentation	In progress	89	Bring laptop to Wisp meeting with presentation on it, and hard copies of overheads	Rob Sadorra	03/29/00	In progress	05/09/00
9	Complete Partnering Deliverables by 04/30/00	In progress	91	Add "success stories" row to bottom of quarterly report table	Rob Sadorra	03/29/00	In progress	06/01/00

Goal Number	Goal	Status of Goal	Action Number	Action	Person Responsible for Action	Date Action Created	Status of Action	Date Action Must Be Completed
2	Finalize Treatability Report for Site 57 by 03/13/01: (a) Finalize Remedial Investigation by 03/07/00 (b) Finalize Treatability Study Work Plan by 07/04/00	In progress	93	Gather comments on Site 57 RI to give to George	Dennis Orenshaw	03/29/00	In progress	05/19/00
1	Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01: (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	95	Get 1.5-acre vegetative barrier estimate from Aberdeen group and give to George	Steve Hirsh	03/29/00	In progress	05/09/00
1	Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01: (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	98	Would institutional controls (i.e. restricting work on pipes to hazwoper contractor) be able to be implemented?	Shawn Jorgensen	03/29/00	In progress	08/01/00
1	Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01: (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	98	Would institutional controls (i.e. restricting work on pipes to hazwoper contractor) be able to be implemented?	Heidi McArthur	03/29/00	In progress	08/01/00
4	Finalize Remedial Investigation Report for Sites 15, 16, 49, and 53 by 04/06/01: (a) Finalize Work Plan by 04/28/00 (b) Complete Draft Final Remedial Investigation report by 02/09/01	In progress	101	Do they sample and/or clean out influent at pump station near Bldg 436?	Shawn Jorgensen	04/18/00	In progress	04/28/00
5	Finalize Remedial Investigation Report for Sites 11, 13, 17, 21, and 25 by 04/17/02: (a) Finalize Work Plan by 04/28/00 (b) Complete Draft Final Remedial Investigation report by 02/09/01	In progress	102	Send comments on Sites 11, 13, 17, 21, 25 WP and Master WP Addendum to Anne	Rob Sadorra	04/19/00	In progress	04/28/00

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5	Finalize Remedial Investigation Report for Sites 11, 13, 17, 21, and 25 by 0417/02: (a) Finalize Work Plan by 04/28/00 (b) Complete Draft Final Remedial Investigation report by 02/09/01	In progress	103	Make necessary changes to Sites 11, 13, 17, 21, 25 WP and Master WP Addendum and send additional copies and .pdf file to Rob and Shawn for distribution to the RAB	Anne Estabrook	04/19/00	In progress	05/05/00
5	Finalize Remedial Investigation Report for Sites 11, 13, 17, 21, and 25 by 0417/02: (a) Finalize Work Plan by 04/28/00 (b) Complete Draft Final Remedial Investigation report by 02/09/01	In progress	104	Send comments on Sites 11, 13, 17, 21, 25 WP and Master WP Addendum to Anne	Dennis Orenshaw	04/19/00	In progress	06/16/00
5	Finalize Remedial Investigation Report for Sites 11, 13, 17, 21, and 25 by 0417/02: (a) Finalize Work Plan by 04/28/00 (b) Complete Draft Final Remedial Investigation report by 02/09/01	In progress	104	Send comments on Sites 11, 13, 17, 21, 25 WP and Master WP Addendum to Anne	Curtis DeTore	04/19/00	In progress	06/16/00
5	Finalize Remedial Investigation Report for Sites 11, 13, 17, 21, and 25 by 0417/02: (a) Finalize Work Plan by 04/28/00 (b) Complete Draft Final Remedial Investigation report by 02/09/01	In progress	105	Send RAB comments on Sites 11, 13, 17, 21, 25 WP and Master WP Addendum to Anne	Rob Sadorra	04/19/00	In progress	06/16/00

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5	Finalize Remedial Investigation Report for Sites 11, 13, 17, 21, and 25 by 04/17/02: (a) Finalize Work Plan by 04/28/00 (b) Complete Draft Final Remedial Investigation report by 02/09/01	In progress	106	Submit Final Sites 11, 13, 17, 21, 25 WP and Master WP Addendum	Anne Estabrook	04/19/00	In progress	07/07/00
4	Finalize Remedial Investigation Report for Sites 15, 16, 49, and 53 by 04/06/01: (a) Finalize Work Plan by 04/28/00 (b) Complete Draft Final Remedial Investigation report by 02/09/01	In progress	107	Submit Draft Sites 15, 16, 49, 53 WP	Anne Estabrook	04/19/00	In progress	05/12/00
4	Finalize Remedial Investigation Report for Sites 15, 16, 49, and 53 by 04/06/01: (a) Finalize Work Plan by 04/28/00 (b) Complete Draft Final Remedial Investigation report by 02/09/01	In progress	108	Send major comments on Sites 15, 16, 49, 53 WP to Anne	Rob Sadorra	04/19/00	In progress	05/19/00
4	Finalize Remedial Investigation Report for Sites 15, 16, 49, and 53 by 04/06/01: (a) Finalize Work Plan by 04/28/00 (b) Complete Draft Final Remedial Investigation report by 02/09/01	In progress	108	Send major comments on Sites 15, 16, 49, 53 WP to Anne	Shawn Jorgensen	04/19/00	In progress	05/19/00

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4	Finalize Remedial Investigation Report for Sites 15, 16, 49, and 53 by 04/06/01: (a) Finalize Work Plan by 04/28/00 (b) Complete Draft Final Remedial Investigation report by 02/09/01	In progress	109	Make necessary changes to Sites 15, 16, 49, 53 WP and send additional copies and .pdf file to Rob and Shawn for distribution to the RAB	Anne Estabrook	04/19/00	In progress	05/24/00
4	Finalize Remedial Investigation Report for Sites 15, 16, 49, and 53 by 04/06/01: (a) Finalize Work Plan by 04/28/00 (b) Complete Draft Final Remedial Investigation report by 02/09/01	In progress	110	Send comments on Sites 15, 16, 49, 53 WP and Master WP Addendum to Anne	Dennis Orenshaw	04/19/00	In progress	06/16/00
4	Finalize Remedial Investigation Report for Sites 15, 16, 49, and 53 by 04/06/01: (a) Finalize Work Plan by 04/28/00 (b) Complete Draft Final Remedial Investigation report by 02/09/01	In progress	110	Send comments on Sites 15, 16, 49, 53 WP and Master WP Addendum to Anne	Curtis DeTore	04/19/00	In progress	06/16/00
4	Finalize Remedial Investigation Report for Sites 15, 16, 49, and 53 by 04/06/01: (a) Finalize Work Plan by 04/28/00 (b) Complete Draft Final Remedial Investigation report by 02/09/01	In progress	111	Send RAB comments on Sites 15, 16, 49, 53 WP and Master WP Addendum to Anne	Rob Sadorra	04/19/00	In progress	06/16/00
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4	Finalize Remedial Investigation Report for Sites 15, 16, 49, and 53 by 04/06/01: (a) Finalize Work Plan by 04/28/00 (b) Complete Draft Final Remedial Investigation report by 02/09/01	In progress	112	Submit Final Sites 15, 16, 49, 53 WP	Anne Estabrook	04/19/00	In progress	07/07/00
3	Finalize Remedial Investigation Report for Site 47 by 07/17/00: (a) Complete Draft Final of the Remedial Investigation by 05/08/00	In progress	113	Submit Draft Site 47 RI	Anne Estabrook	04/19/00	In progress	04/28/00
1	Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01: (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	114	Ask Simeon about TIE approach and call labs to obtain cost of testing.	Kent Cabbage	04/19/00	In progress	04/27/00
10	Become a Self-Facilitating Partnering Group by 10/01/00	In progress	115	Add to duties of Scribe deliverable "Make a list of open parking lot items before meetings"	Ed Corack	04/19/00	In progress	05/11/00
To be defined	To be defined	To be defined	116	Check on BTAG's availability for 27-29 June	Dennis Orenshaw	04/19/00	In progress	04/28/00
10	Become a Self-Facilitating Partnering Group by 10/01/00	In progress	117	Bring hard copies of all team deliverables to next meeting	Ed Corack	04/19/00	In progress	05/11/00