

**MEETING MINUTES**  
**FEBRUARY 7-8, 2001**

**INDIAN HEAD INSTALLATION RESTORATION TEAM MEETING**  
**INDIAN HEAD NAVAL SURFACE WARFARE CENTER**  
**INDIAN HEAD, MARYLAND**

The Restoration Team meeting was held on February 7, 2001 through February 8, 2001, at the Conference Center at the Indian Head Naval Surface Warfare Center, Maryland.

The following personnel attended the meeting on February 7, 2001:

Ed Corack – CH2M HILL  
Tony Tomlin – CH2M HILL  
Anne Estabrook – CH2M HILL (for partnering graduation)  
Curtis DeTore – Maryland Department of the Environment  
John Fairbank – Maryland Department of the Environment  
Shawn Jorgensen – NSWC Indian Head  
Heidi Morgan – NSWC Indian Head  
Rob Sadorra – EFACHES  
Jeff Morris – EFACHES  
George Latulippe – Tetra Tech NUS  
Dennis Orenshaw – US Environmental Protection Agency, Region III  
Janet Eastman – Management Edge

The following personnel attended the meeting on February 8, 2001:

Ed Corack – CH2M HILL  
Tony Tomlin – CH2M HILL  
Curtis DeTore – Maryland Department of the Environment  
John Fairbank – Maryland Department of the Environment  
Shawn Jorgensen – NSWC Indian Head  
Heidi Morgan – NSWC Indian Head  
Rob Sadorra – EFACHES  
Jeff Morris – EFACHES  
George Latulippe – Tetra Tech NUS  
Dennis Orenshaw – US Environmental Protection Agency, Region III  
Janet Eastman – Management Edge

# Wednesday, February 07, 2001

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- **Introductions**

Familiarizing group, catching up: Indian Head (host), George Latulippe, Dennis Orenshaw, Curtis DeTore, Tony Tomlin (time keeper), Ed Corack (minutes), Rob Sadorra (scribe), Jeff Morris, Janet Eastman, Shawn Jorgensen (chair), and Heidi Morgan (member facilitator), and John Fairbank (Tier II Link). Began meeting at 10 AM.

- **Review today's agenda**

**Action:** Tony, Update web site and send out new deliverable pages to team members by 2/16/01.

- **Review previous meeting's minutes and meeting evaluation**

Shawn and Heidi provided comments by email. There were no other comments.

- **George Latulippe: Final Sites 41 and 44 Proposed Plan Meeting Posters and Presentations**

The purpose of the discussion was to go over the posters and provide George with comments and guidance on the posters and presentation for Sites 41 and 44. Handouts were passed out reflecting the proposed posters, and the draft, full-size posters were taped to the wall. Not all posters were created due to time constraints. The purpose of the discussion was to go over the posters and provide George with comments and guidance on the posters and presentation.

George has new EPA logo with a sharper image.

Site 41 discussed first. Review text posters:

*Site Operational History/Description poster*

- Under HISTORY section

- Typo on "transformer" and "rises steeply"

- New 2<sup>nd</sup> bullet: Prior to the 1960s, the scrap yard was formerly used for coal storage

- Under DESCRIPTION

- "The scrap yard is on the concrete slab approximately..."

*Human Health Risk poster*

- Under POTENTIAL RECEPTOR GROUPS EXAMINED

- Add Pregnant Women bullet?

- Remove "(current and future)" from every bullet

- Under RISK ASSESSMENT CONCLUSIONS

Full-time worker vs. full-time employee? Hours?

Sub bullets: hours per week, week per year, pregnant woman, and use of word hypothetical for full-time worker

Was model run on pregnant woman?

- Under MEASURES TO ADDRESS RISK

Second Bullet, Capitalize Yard in Scrap Yard.

*ARARs poster*

- What does public get out of this poster? It's too wordy/too informative. Should be abbreviated

- COMAR needs to be added

- Make main bullets: RCRA, followed by what it applies to, then TSCA, etc.

Very short and abbreviated.

Remove chemical specific and action specific items

**ACTION:** George, revise posters and email to team by 2/16/01.

**ACTION:** Curtis, determine title of Maryland law/annotated code equivalent to RCRA in COMAR by 2/9/01.

*Ecological Risk poster*

- No changes

*CERCLA Process poster*

- Under PA/SI, Phase II

Recommended conducting "a" Site Inspection

Collected "limited" environmental samples

Recommend "ed"

- Under FS

Identif"ied"

"Eliminate" typos

Evaluated "two" alternatives

- Move Proposed Plan to first sheet

*Remedial Action poster*

- Map
  - Add to Scrap Yard in yellow area "(remove soil from this area and clean concrete)"
  - Add to green area "hotspot excavation"
- Text boxes
  - Remove the bullet under Soil Removal "Remove abandoned rail..."
  - Under Soil Removal, bullet saying Remove "all" accumulated soil...
  - Under Land Use Controls, remove "and surface water quality"

**DECISION:** Team decides to eliminate *Site Map poster*.

*Pictorial Description*

- Increase size of ID numbers on photos
- Move pictures off of site
- Many pictures show the same type of thing

**DECISION:** Team decides to remove pictures 1, 2, 3, 4, 5, 6, 7, 9, and 14 from poster.

Team must discontinue discussion. Team will discuss later today.

- **Lunch**
- **John Fairbank and Janet Eastman: Partnering Graduation Ceremony**

John presents plaques to team. Janet Eastman reviews memories of previous partnering meetings and points out team's stronger characteristics.

Each member reviews what he or she has gained from the partnering experience.

Janet reviews Management Edge's recommendations to every team:

-Do a team assessment / team tune-up

Have facilitator come back once or twice a year to give feedback on your team's performance, use of tools, strengths and weaknesses.

Training topics such as influencing skills, smart skills, more tools and techniques, and maintaining momentum.

Transitions, a decrease in effectiveness, and a conflict on a team are all good times to have a facilitator come back.

- **Janet, Partnering: Skills needed to be on a partnering team**

Janet's exercise was placed in the Meeting Evaluation document.

- **John Fairbank: Tier II Input**

John relays Tier II issues to the team.

- Tier II wants a schedule, not action items.
- Two-year schedule, make part of an agenda at every meeting.
- Include updated workload tool with agenda/minutes sent to Tier II.
- He tried to put group on tangent this morning, but we did well staying on the topic.
- Poster format may not be as effective.
- Stick to 30/60/90% design

- **George Latulippe: Continues Final Sites 41 and 44 Proposed Plan Meeting Posters and Presentations**

George continues his discussion from earlier today to receive comments on the posters.

Site 44 discussion

*Site 41 and Site 44 Location Map poster*

- Add yellow line to outline the base

*Site Operational History/Description poster*

- Under History

Fifth bullet, change to "An unknown quantity of nonflammable solvent..."

Third bullet, change to "...soaked in the nonflammable solvent -filled..."

*Human Health and Ecological Risk poster*

- Under Human Health Risk

Remove "(current and future)" from all bullets

- Under Ecological Risk

No significant ecological "habitat" found for Site 44

*CERCLA Process poster*

- Descriptions on first page (description of PA/SI, RI, and FS)

- Under PA/SI section

Reviewed historical "records," not samples

Collected "limited" environmental samples, not minimal

- Under RI section

Typo on environmental

- Move Proposed Plan to first page

*Pictorial Description poster*

- Move pictures outward
- Typo in legend "topographic"

**DECISION:** Team decides to remove pictures 2 and 3 from poster.

**DECISION:** Team decides to eliminate *Site Map poster*

*Aerial Photograph poster*

- Put 1999 on picture
- Put numbers on buildings in aerial photograph

• **Tony Tomlin: Lab Area RI Work Plan Comment Discussion**

The purpose of the conversation was to solicit comments from the team in order to move forward with the Lab Area RI Work Plan.

The Navy has no comments.

The EPA has the following comment:

- Background samples: Are they really background samples? Or are they too close to site? (Will be discussed in background report issues)

CH2M HILL reviews previous comments from Heidi and Shawn (Indian Head) and Curtis:

- Legend and figure numbers in margin will be fixed.

**CONSENSUS DECISION:** Will change name of team from "Indian Head Partnering Team" to "Indian Head Installation Restoration Team" (IHIRT).

- Various typos will be fixed.
- Reference more reports from background studies.
- Figure 3-4, no B14 or B15 samples, so text will be changed to reflect.
- Pipe discharges at creek bed, does not daylight in open channel before the creek.
- Global state ranking system for eco risks – SU means rare species of a cryptic nature, perhaps not indigenous, and/or nocturnal.
- Figure 5-2, all of those manholes will be sampled.

**DECISION:** CH2M HILL can move forward with this work plan.

Note that fieldwork will likely begin in March.

Topic turned to a discussion of the Site 47 Work Plan.

- Heidi gave Bob comments
- RAB says do not bulldoze the trees when wells are installed.
- Add three samples in ditch near Site 47.

- Which explosives to sample for? Some labs cannot analyze. No risk numbers associated with these particular explosives.

Question: Should we sample for these nonstandard compounds? (In tomorrow's agenda)

- **Rob Sadorra, Background Report Issues**

The purpose of this discussion is to reach consensus on seven issues identified during the January 2001 partnering meeting. An EPA Engineering Forum Issue handout is passed out: *Determination of Background Concentrations of Inorganics in Soils and Sediments at Hazardous Waste Sites*.

Tier II points out that a well-established background study will save money in the long run (Aberdeen Proving Ground example).

*Issue 1 – Navy Policy / EPA Policy*

- Navy's policy doesn't state anything specific.

- EPA Policy doesn't have specifics, either.

-Definition of word "release"- proper application of pesticide is not a release.

EPA says proper application of lead paint followed by weathering is a release, while MDE would say that it is not.

Release is defined by National Contingency Plan.

Tier II points out that IHIRT should act like risk managers and apply definition of release to specific situations.

In deciding what are background levels, one must take into account anthropogenic effects; such as in an industrial area, where certain metals/chemicals can be deposited at your site that did not come from your site.

Question: Does an application of herbicides/pesticides along the railroad track constitute a CERCLA release?

**CONSENSUS DECISION:**

Purpose of Background Study:

- Separate anthropogenic and naturally occurring effects from site release.
- Limit remediation to site specific releases, not naturally occurring or anthropogenic.
- Establishment of cleanup goals.
- Screening criteria; Contaminants of Potential Concern (COPC) selection.
- Used to make risk based decisions.
- Aid in the evaluation of need for additional samples.

*Issue 2 – Use of data*

*Issue 3 – Chemicals to include*

*Issue 4 – Use of literature values*

*Issue 5 – Anthropogenic (put there by man) chemicals*

*Issue 6 – Railroad tracks*

*Issue 7 – Tying in new background samples into existing data*

(Team will continue discussion tomorrow morning)

- End meeting at 5:50 PM

## Thursday, February 8, 2001

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- **Introductions**

Group discussed previous night: Indian Head (host), George Latulippe, Dennis Orenshaw, Curtis DeTore, Tony Tomlin (time keeper), Ed Corack (minutes), Rob Sadorra (scribe), Jeff Morris, Janet Eastman, Shawn Jorgensen (chair), and Heidi Morgan (member facilitator), and John Fairbank (Tier II Link). Began meeting at 8 AM.

- **Rob Sadorra: Continue discussing Background Report Issues**

The purpose of this discussion is to continue to reach consensus on seven issues identified in January 2001. (A check mark beside the Issue means that the team resolved the issue during this meeting).

- ✓ *Issue 1 – Navy Policy / EPA Policy*

- Everyone is happy with yesterday's discussion.

- Handout of excerpt from NCP:

*Release*, as defined by section 101(22) of CERCLA, means any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment (including the abandonment or discarding of barrels, containers, and other closed receptacles containing any hazardous substance or pollutant or contaminant), but excludes: Any release which results in exposure to persons solely within a workplace, with respect to a claim which such persons may assert against the employer of such persons; emissions from the engine exhaust of a motor vehicle, rolling stock, aircraft, vessel, or pipeline pumping station engine; release source, byproduct, or special nuclear material from a nuclear incident, as those terms are defined in the Atomic Energy Act ... and the normal application of fertilizer. For purposes of the NCP, release also means threat of release.

- Tier II pointed out that it is RCRA, not CERCLA, that says application of pesticides or herbicides does not constitute disposal of hazardous waste. Therefore, CERCLA action is not necessary if pest/herb were appropriately applied.

**ACTION:** Dennis will ask EPA lawyers for a definition of release that will address the normal application of pesticides vs. normal application of lead based paint by 2/22/01.

- If there was a normal application, it's not subject to CERCLA action, and does not need background. Could be an OSHA application.

✓ *Issue 2 – Use of data*

- (See our Consensus Agreement and will be determining during RI effort)

✓ *Issue 3 – Chemicals to include*

- State: metals; EPA: metals.

- Pesticides to use as comparison (not include in background report).
- MDE: Use RCRA definition of hazardous waste for disposal decisions.
- Not explosives, not PCBs, not VOCs.
- Background, we want data on naturally occurring metals. We want data on anthropogenic metals.
- We could ask National railroad association what are normal levels of pesticides.
- We want local and regional anthropogenic effects included in the background study.
- Local means town or larger.

**DECISION:** Include TAL Metals, pesticides, PAHs or SVOCs, and physical properties (e.g., pH).

**QUESTION:** Speciating certain metals? No.

**CONSENSUS:** Background study should include:

- Naturally occurring metals.
- Chemicals that result from local and regional anthropogenic effects.
- Local means immediate surrounding area (e.g., town or county).
- Anthropogenic effects are those resulting from off-base activities.

Proper application of chemicals on the base requires site specific evaluation to determine if it is a CERCLA release, and therefore it is not necessary to include these chemicals in the background study.

**ACTION:** Tony, compare TAL metals list with background list by 2/22/01.

*Issue 4 – Use of literature values*

✓ *Issue 5 – Anthropogenic (put there by some other generator) chemicals*

✓ *Issue 6 – Railroad tracks*

*Issue 7 – Tying in new background samples into existing data (based on decision if we need to collect more samples)*

[New] *Issue 8 – Media type?* (discussion of other issues created this issue)

[New] *Issue 9 – How many samples?* (discussion of other issues created this issue)

Parking lot issues 4, 7, 8, and 9.

**ACTION:** Tony, set up special conference call to discuss issues 4, 7, 8, and 9 by 2/21/01.

SPECIAL CON CALL AGENDA, 1:00 p.m. on 2/22/01, set up by Tony, Shawn as lead

- Finish discussion of issues 4, 8, and 9
- Compare our objectives and consensus agreement to existing report
- Issue 7

- **Dennis: Analysis for non-standard compounds at sites**

Dennis led a discussion to determine how we will decide to sample for non-standard compounds at Indian Head.

Question: What do we do when we get the data?

- EPA does not have firm policy on nonstandard compounds (no human health exposure data).

- EPA can recommend the best procedure for specific nonstandard compounds, but they do not know what to do if no human health risk information is available. If compound is found then a risk is assumed and institutional controls should be placed on the site.

- Therefore, if no human health risk information, then assume there is a risk...

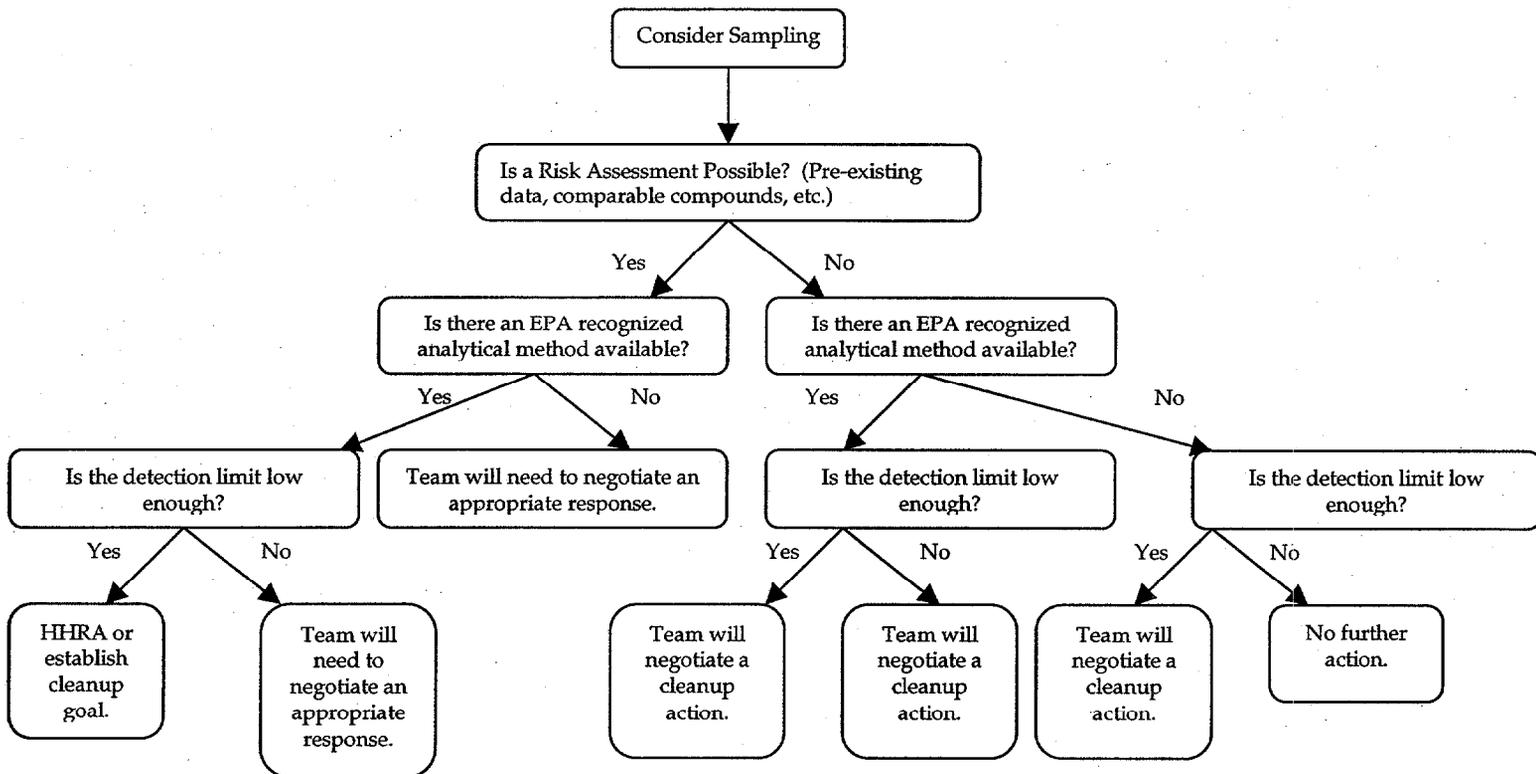
Do we sample nonstandard compound? Yes, if appropriate.

Proper analytical procedure (can we analyze)? Detection limit?

What do we do with analytical data (how do we evaluate risk)?

A flow chart is provided below.

Flow chart created from sketch on flip chart:



- Lunch
- Tony: Sites 6, 39, and 45 RI Work Plan Comment Discussion

Tony needs to review comments that he has received, and receive any further comments on the RI Work Plan for Sites 6, 39, and 45. This will allow the RI Work Plan to go final.

MDE already sent comments.

Indian Head already sent comments.

Navy has no comments.

EPA Comments and CH2M HILL responses are presented below:

- Page 3-12, What constitutes "if necessary?"

The same procedure used to determine the necessity of wells at Sites 13 and 25 will be used.

- Page 3-4, table 3-2, last paragraph "Construction workers will be..." but no "x" in box in table for surface soil.

The combination risk evaluation of workers is being used.

- As stated in the work plan, site specific background samples are to be taken.

The site-specific samples will be left in the report, unless the Background Study issues are concluded in time to change the work plan.

Discuss MDE Comments already received:

The trespasser scenario will be completed, since a fence at Site 6 does not stop them.

Table 3.5, month and day qualifiers will be added to the IDs for groundwater on all tables like Table 3.5.

Locations of samples on Site 45 may not have enough groundwater coverage, so add another sample location in between the site and swamp. All three sample types will be collected at the new location.

Discuss Indian Head Comments already received:

Change "groundwater" to "shallow groundwater" at all sites.

Table ES.1, a note will be added to the table stating that groundwater samples will not be taken unless contamination is found in the soil.

Figure 3.2, yes, animals will come in contact with surface soil and surface water. Real risk is not from dermal, though, but through inhalation and ingestion. Ecological risk assessor feels it's an insignificant risk.

**ACTION:** Dennis will ask BTAG if dermal contact is an issue for animals with soil and seasonal surface water in model in Figure 3.2 by 2/16/01.

Table 4.1, inhalation for a resident child may be included as exposure pathway, after HGL checks.

Site 45, former location of drums is incorrect, and will be moved to the location Shawn provided.

**DECISION:** CH2M HILL may move forward with RI Work Plan after Dennis finds out about the dermal contact issue.

The conversation turned to the human health risk interim deliverable for Sites 11, 13, 17, 21, and 25. Overall, EPA thought the quality of tables was excellent. EPA's risk assessor believes that it is possible that SVOCs from years ago will still be in groundwater, but not in the subsurface.

**ACTION:** Dennis will ask his risk assessor about SVOCs in groundwater because groundwater is 40 feet below ground surface and there is a clay layer. Complete by 2/16/01.

- **Review Workload Tool, Goals, Action Items and Parking Lot**

**ACTION:** Curtis, send copies of waiver for Site 12 soil cover to Navy by 3/21/01.

**ACTION:** Janet and Dennis, check on availability of kickoff training, by 3/21/01.

**ACTION:** Jeff to check if anyone else in Navy needs training by 3/21/01.

**ACTION:** Tony will change the entry/exit procedures to include an item for adding entry/exit on the agenda. Complete by 3/21/01.

Items left in the Parking Lot:

Parking Lot
Team building exercise (keep on parking lot all the time) Original burning ground for Site 28 Sites that use data from existing background report Review model agenda

- **Close Out**

The following items were suggested for inclusion in the next meeting agenda:

Next Agenda	Lead	Time (hr)
Share Myers Briggs (entry/exit)	Dennis	¼
Team Building/patience discussion	Shawn	1
30/60/90 complete design breakdown	Jeff	1
Getting comments in a more timely manner	Curtis	¾
Sites that use data from existing background report	Dennis	2
Site 12 responsiveness summary	George	1
Mattawoman creek draft wp brief w/Kent	Kent/George	1
Site 11, 13, 17, 21, 25 RI Report	Tony/Anne	1
Lab Area Fieldwork update	Tony/Anne	½

- **Schedule of Future Meetings**

Date of meeting	21-22 March 2001	24-25 April 2001	23-24 May 2001	27-28 June 2001	August 15-16, 2001
Location	Philadelphia	Baltimore	Herndon	Virginia Beach	Indian Head
Host	Dennis	CH2M HILL	CH2M HILL	CH2M HILL	Indian Head
Chair	Dennis	Curtis	Jeff	Shawn	TBD
Scribe	Curtis	TBD	TBD	TBD	TBD
Tier II Link	Steve Hirsh	Armelia	TBD	TBD	
Time Keeper	George	TBD	TBD	TBD	

Conference call will be on March 9 at 10 AM.

- **Meeting Evaluation**

(Separate file)

- **Adjourned at 2:40 PM.**

## 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	<b>Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01:</b> (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	248	Send Site 12 photos to George for new poster(s)	Shawn Jorgensen	01/10/2001	Completed on 1/12/01	Completed
1	<b>Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01:</b> (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	249	Send electronic logos of MDE and EPA to George	Tony Tomlin	01/10/2001	Completed on 1/12/01	Completed
1	<b>Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01:</b> (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	250	Send the EFACHES logo to George	Rob Sadorra	01/10/2001	Completed on 1/16/01	Completed
To be defined	<b>Basewide Background Report</b>	To be defined	254	Distribute ROD forum information to the team	Dennis Orenshaw	01/11/2001	Completed on 1/16/01	Completed
To be defined	<b>Basewide Background Report</b>	To be defined	255	Distribute EPA background guidance to the team	Rob Sadorra	01/11/2001	Completed on 1/16/01	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	<b>Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01:</b> (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	251	Put logos on the posters	George Latulippe	01/10/2001	Completed on 1/17/01	Completed
2	<b>Finalize Treatability Report for Site 57 by 03/13/01:</b>	In progress	237	Check process for securing state waiver for site 12 soil cover	Curtis DeTore	11/30/2000	Completed on 1/19/01	Completed
3	<b>Finalize Remedial Investigation Report for Site 47 by 07/17/00</b>	In progress	246	Check local topography and ditch locations, past and present, and ascertain how it may affect the Site 47 work plan	Heidi Morgan	01/10/2001	Completed on 1/26/01	Completed
3	<b>Finalize Remedial Investigation Report for Site 47 by 07/17/00</b>	In progress	247	Check local topography and ditch locations, past and present, and ascertain how it may affect the Site 47 work plan	Shawn Jorgensen	01/10/2001	Completed on 1/26/01	Completed
3	<b>Finalize Remedial Investigation Report for Site 47 by 07/17/00</b>	In progress	243	Check with activity personnel on the process that used HAN, possible disposal methods, chemical composition, and degradation products	Heidi Morgan	01/10/2001	Completed on 2/2/01	Completed
3	<b>Finalize Remedial Investigation Report for Site 47 by 07/17/00</b>	In progress	244	Check with activity personnel on the process that used HAN, possible disposal methods, chemical composition, and degradation products	Shawn Jorgensen	01/10/2001	Completed on 2/2/01	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
3	<b>Finalize Remedial Investigation Report for Site 47 by 07/17/00</b>	In progress	245	Check with the activity chemist to see if dioxins were used in Building 856	Heidi Morgan	01/10/2001	Completed on 2/2/01	Completed
13	<b>Graduate</b>	In progress	To be defined	To be defined	Core Team	09/27/2000	Completed on 2/7/01	Completed
10	<b>Become a Self-Facilitating Partnering Group by 10/01/00</b>	In progress	239	Provide the team with Team building resources for future use.	Janet Eastman	11/30/2000	Completed on 2/7/01	Completed
1	<b>Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01:</b> (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	252	Check with Indian Head's public works about sign standards and provide information to George	Heidi Morgan	01/11/2001	Completed on 2/7/01	Completed
To be defined	<b>To be defined</b>	To be defined	256	Check costs on Virginia Beach conference information	Bob Root	01/11/2001	Completed on 2/7/01	Completed
To be defined	<b>Finalize Remedial Investigation Report for Sites 6, 39, and 45</b>	In progress	225	Check for evidence of location of spent fixer pipe between Buildings 1140 and 1718	Shawn Jorgensen	11/29/2000	Completed on 2/8/01	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
1	<b>Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01:</b> (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	253	Work up outline of the Site 12 long-term monitoring plan	George Latulippe	01/11/2001	In progress	03/21/2001
To be defined	To be defined	To be defined	257	Update web site and send out new deliverable pages to team	Tony Tomlin	02/07/2001	In progress	02/16/2001
1	<b>Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01:</b> (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	258	Revise posters for Sites 41 and 44 Proposed Plan and email to team	George Latulippe	02/07/2001	In progress	02/16/2001
1	<b>Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01:</b> (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	259	What is title of Maryland law/annotated code for RCRA that creates COMAR?	Curtis DeTore	02/07/2001	In progress	02/09/2001
To be defined	<b>Basewide Background Report</b>	To be defined	260	EPA lawyers need to be consulted to figure out definition of release (normal application of pesticides vs. normal application of lead based paint).	Dennis Orenshaw	02/08/2001	In progress	02/22/2001
To be defined	<b>Basewide Background Report</b>	To be defined	261	Compare TAL metals list with background list.	Tony Tomlin	02/08/2001	In progress	02/22/2001

### OPEN ACTION ITEMS

To be defined	<b>Basewide Background Report</b>	To be defined	262	Set up special conference call to discuss issues 4, 7, 8, and 9.	Tony Tomlin	02/08/2001	In progress	02/21/2001
To be defined	<b>Finalize Remedial Investigation Report for Sites 6, 39, and 45</b>	In progress	263	Ask BTAG if dermal contact is an issue for animals with soil and seasonal surface water in model in Figure 3.2.	Dennis Orenshaw	02/08/2001	In progress	02/16/2001
			264	Ask risk assessor about SVOCs in groundwater because gw is 40 feet bgs, and there is a clay layer.	Dennis Orenshaw	02/08/2001	In progress	02/16/2001
1	<b>Sign Record of Decision for Sites 12, 41, 42, and 44 by 04/04/01:</b> (a) Finalize Feasibility Study by 04/19/00 (b) Finalize Proposed Plan by 09/13/00	In progress	265	Send copies of waiver for Site 12 soil cover to Navy.	Curtis DeTore	02/08/2001	In progress	03/21/2001
			266	Check on availability of kickoff training.	Janet Eastman	02/08/2001	In progress	03/21/2001
			267	Check on availability of kickoff training.	Dennis Orenshaw	02/08/2001	In progress	03/21/2001
			268	Does anyone else in Navy needs training?	Jeff Morris	02/08/2001	In progress	03/21/2001
			269	Make change to entry/exit procedures (adding it to agenda).	Tony Tomlin	02/08/2001	In progress	03/21/2001