

FT. McCLELLAN BCT MEETING MINUTES  
 PARTNERING SESSION #8, 9  
 KNOXVILLE, TN  
 JUNE 2 – 5, 1998

AGENDA ITEM	RESPONSIBILITY	NOTES
Check In Guest Introduction and Roles	Host: Jeanne Yacoub Leader: Recorder: Jeanne Yacoub	See Attendees List -- Attachment A.
Ground Rules	BCT	Each member reviewed ground rules to themselves. Attachment B provides the ground rules established in October.
Agenda	BCT	Since the team had not met formally since its March meeting, and had agreed in the previous meeting to focus more on check-in procedures, the team began the meeting with a detailed check-in by each attendee. After check-in, Lisa handed out Huntsville's UXO schedules and an informational paper that Huntsville and the Jet Propulsion Laboratory (JPL) prepared on SAR UXO technology. Several parking lot items were added to the June agenda for discussion, time permitting. The meeting then proceeded according to the June agenda. Attachment C provides the draft August agenda. Attachment D provides the June meeting summary.
Accept Previous Minutes	BCT	The team made minor revisions to the March minutes, and accepted the March minutes for finalization.
Action Items	BCT	Action items were reviewed and updated, as indicated in Attachment D.
Long-Term Planning (BCP)	BCT	QST delivered the draft Version I BCP on March 15, 1998. The document is under review, and Ellis has a continuing action item, as described in Attachment D, to clarify contractual arrangements for finalization of Version I of the BCP.

Goals/Metrics Update	BCT	Goals and metrics are on the August agenda (Attachment C). The team began brainstorming this topic, and developing preliminary goals for consideration by the group. Attachment G provides the DOD Measures of Merit for BRAC projects submitted by Lisa Kingsbury for group consideration in the development of project goals and metrics. David also previously provided several handouts for the team to review in preparation for discussions on this topic.
Facilitator Evaluation	David Smith	See Attachment F.

ATTACHMENT A

LIST OF ATTENDEES  
PARTNERING SESSION #8, 9  
KNOXVILLE, TN  
JUNE 2 – 5, 1998

Ron Levy, Ft. McClellan

Lisa Kingsbury, Ft. McClellan

Ellis Pope, Mobile District Corps of Engineers

Chris Johnson, Alabama Department of Environmental Management

Jeanne Yacoub, Project Manager, IT Corporation

David Smith, Team Facilitator, Smith and Associates

Guests:

Hugh Vick (Gannett Fleming)

Ted Simon (EPA Region IV)

Agnes Mayila (IT Corporation)

Steve Moran (IT Corporation)

Jeff Tarr (IT Corporation)

Randy McBride (IT Corporation)

Paul Goetchius (IT Corporation)

Adrian Gonzalez (IT Corporation)

Kent Roberts (IT Corporation)

ATTACHMENT B  
BCT GROUND RULES

1. Start and finish meetings and breaks on time.
2. One person talks at a time.
3. Stay focused on the agenda.
4. Distribute minutes and meeting agenda two weeks in advance of meeting.
5. Avoid interruptions and side conversations.
6. Keep agenda to manageable size.
7. Do homework/come prepared.
8. Consensus decisions.
9. Clarify differences.
10. Rotate meeting locations among BCT representatives.
11. Rotate meeting leader.
12. Be courteous/tactful/honest/respectful.
13. BCT pre-approves all guests.
14. Support BCT decisions.
15. Seek to understand others positions and styles.
16. Identify and agree upon issues/interactions, which are to be retained within the team.

## ATTACHMENT C

### AGENDA

BCT MEETING OF AUGUST 5 – 6, 1998

1. Check In
2. Guest Introduction/Role in Meeting
3. Review Ground Rules (Attachment B to these minutes)
4. Finalize Agenda with additions and/or subtractions (Item 9 of this Attachment)
5. Accept Previous Meeting Minutes
6. Review Action Items from Previous Minutes (Attachment D to these minutes)
7. Review Long-Term Planning (BCP)
8. Goals/Metrics Update (Attachment G to these minutes)
9. Accomplish Agenda Items (Item 9 of this Attachment)
10. Meeting Summary Review
  - Set next meeting date
  - Set next meeting agenda
  - Set time and date for conference call
  - Set meeting dates for next six months
  - Review action and consensus items
  - Review and evaluate Partnering Process

ITEM #9  
AUGUST AGENDA

***Tuesday, August 4, 1998***

Check-in:  
Hampton Inn  
Knoxville, TN  
(423) 693-1101

Signature Inn  
Knoxville, TN  
(423) 531-7444

***Wednesday, August 5, 1998***

0800 – 0830	Check-In Welcome to Knoxville	BCT
0830 – 0930	Finalize Minutes/Agenda	BCT
0930 – 0945	Break	
0945 – 1200	Landfills 1, 2, and 3 Strategy Report	BCT w/Project Team
1200 – 1300	Lunch (Brought In)	
1300 – 1700	Comment Resolution Site-Specific Work Plans	BCTw/Project Team
Breaks as Needed		
Dinner Plans		

***Thursday, August 6, 1998***

0745 – 0800	Check In	BCT
0800 – 1200	Comment Resolution Site-Specific Work Plans	BCT w/Project Team
Breaks as Needed		
1200 – 1300	Lunch (Brought In)	
1300 – 1700	Comment Resolution Site-Specific Work Plans	BCT w/Project Team
Breaks as Needed		

Adjourn

***Parking Lot Items from last Agenda***

Goals and Metrics

Site Delineation for OB/OD Closure

APEC Discussion by Adrian

UST Report

Survey Locations; parcel sizes and locations

Immunoassay vs. Field GC

SAIC's Background Well Analytical Results

## ATTACHMENT D

### MEETING SUMMARY

With

### ACTION ITEMS

***Next Meeting:*** August 5 – 6, 8 am to 5 pm  
IT offices, Knoxville, TN

***Primary Agenda:*** Resolution of Comments on IT Work Plans, Continued Discussion on Goals and Metrics

#### ***June Meeting Summary:***

Administrative Items – Lisa provided the following handouts to the group:

- Huntsville's UXO Schedules
- Unexploded Ordnance Detection and Site Characterization Technology using Airborne Ground Penetrating SAR (by Huntsville Division Army Corps of Engineers and NASA Jet Propulsion Laboratory)
- NRC Inspection Report No. 01-02861-04/98-01
- FY 99 Program for Ft. McClellan

Ron provided a copy of the letter by Geological Survey of Alabama dated May 4, 1998, requesting copies of work plans and reports on Ft. McClellan

Finalize Agenda and Minutes – Draft March minutes were slightly modified, and accepted as final. The BCT also added some items to the agenda parking lot.

Action Items – The BCT reviewed March's action items, updated them, and developed others that are identified in Attachment D.

Document Copies – The BCT members reviewed document distribution and numbers of copies to each individual. IT will provide documents according to the following distribution unless otherwise indicated. IT will also notify team members of documents with lengthy appendices (such as the pending UST report) so that members may review the numbers of required copies for those particular documents.

- Lisa – 7 copies total (4 for the repository, 1 for Donald Oltz of GSA, 1 for copies, and 1 for Lisa's file)
- Chris – 3 copies

- Ellis – 3 copies
- Ron – 1 copy
- Bart – 5 copies (3 for Gannett Fleming, mailed directly to Hugh Vick, 1 for Bobby Lewis at EPA Athens, and 1 for EPA files)

Chris will contact the Geological Survey of Alabama and the Alabama Department of Conservation and Natural Resources (Fish and Game) to clarify their participation in the Ft. McClellan project. He will specifically ascertain whether GSA wants to comment on documents, or just receive copies. Ron will contact US Fish and Wildlife (Sharon Delchamp) to ascertain that level of participation as well. Ron also wants Natural Resource Trust coordination documentation included in the BCP.

Peer Review Results – Response requirements have been distributed to personnel for responses to Lisa by June 30, 1998.

IT Work Planning, Project Schedules, and Summer Mobilization – Jeanne Yacoub presented IT's current internal schedule for site-specific work plan delivery for the Fire Training Area SI sites. These sites address approximately 70 individual EBS parcels on Ft. McClellan, and were included in the first grouping of sites for work plan preparation. At meeting time, the BCT had received 4 of the 6 mailings for review, with the remaining 2 mailings scheduled for delivery within two weeks. Based on that submission schedule, the BCT developed a review schedule that resulted in complete reviews of all 6 packages by July 31. The BCT will resolve comments on packages 1 – 4 at the August BCT meeting. The schedule is shown in Attachment E. To enable IT's response in time for the August meeting, the comments on individual mailings must be in IT's possession by the intermittent dates indicated on the schedule. Review of the work plans, resolution of comments, and finalization of the work plans need to be accomplished prior to mobilization to the field in late August/early September.

Background Metals Report – The BCT, along with Ted Simon representing EPA's position, reviewed the Background Metals Report data, and reached consensus on how that data will be used. **CONSENSUS:**

- **Groundwater – All groundwater data will be used**
- **Surface Soil – All surface soil data will be used**
- **Subsurface Soil – All subsurface soil data will be used**
- **Sediments – Use EPA's outlier analysis as defined in Ted's 28 May memo, tables 1 and 2**
- **Surface Water – Use EPA's outlier analysis as defined in Ted's 28 May memo, tables 1 and 2**

Combining Data Sets Across Main Post and Pelham Range – The BCT reached consensus on this issue as well. **CONSENSUS: All data sets for all contaminants and media will be combined across the Main Post and Pelham Range.**

Site-Specific Screening Levels (SSSLs) – The BCT participated in much discussion on this topic, and reached consensus on several topics pertaining to the SSSLs. **CONSENSUS:**

- **The SSSL strategy and process will be addressed in the BCP**

- **The first step will screen Maximum Detected Concentrations against the SSSLs for all four use scenarios, yielding COPCs for further evaluation. Further evaluation will consist of estimating cancer risk and non-cancer hazard for all COPCs, relevant media, and receptors, using receptor-specific source term concentrations.**
- **The installation-wide work plan will include removal action cleanup levels on a case-by-case basis**
- **This streamlined approach does not lend itself to RAGS D format; therefore RAGS D format will not be used**

Ecological Risk – Adrian presented his proposed revised approach to ecological risk assessment based on written comments and many discussions with Chris and Ted. He will prepare a technical memorandum for Ted’s review that identifies assessment endpoints. Adrian will need a month to prepare the memo and Ted will require a week to review it. Ellis will identify the number of copies and distribution for this memo. In response to Chris’ comments at the meeting, Adrian emphasized his position that the purpose of ecological risk assessment is **not** to evaluate future use scenarios, but to determine whether sites as they currently exist present ecological impacts requiring remediation.

Tier II Link – John Esson (TRADOC) is the new Tier II link to Tier I. Ron will keep John informed of BCT meetings and scheduled activities.

UST Report – Kent Roberts of IT briefed the BCT on the UST report that IT will issue within the next month. Kent has consolidated all tank data for Ft. McClellan, and has assessed the tank program for closure, closure reports, data gaps, and all pertinent information he could find from Ft. McClellan, State of Alabama files, and previous IT files for tank work at Ft. McClellan. The resulting comprehensive report is a compendium of findings, recommendations, and appendices that include copies of supporting documentation and analytical data. Since this report and appendices are so large, distribution will be as follows:

- Ellis – 3 reports, 1 Appendix
- Lisa – 5 reports, 5 Appendices
- Chris – 3 reports, 3 Appendices
- Bart – 4 reports, 4 Appendices

Landfills – IT has recommended no further action on Landfills 1 and 2 based on the most recent round of monitoring data collected and historical data showing consistent results. Chris suggested that indoor air monitoring of residences in/over Landfill 2 would be helpful information in supporting no further action at the landfills. The BCT will review the Long-Term Monitoring report and be prepared to discuss it at the August BCT meeting.

Groundwater Sampling – IT technical personnel expressed a concern that groundwater may not be available at certain locations for groundwater sampling during the upcoming site investigation effort at Ft. McClellan, and requested guidance on what the BCT expects should that phenomenon occur. IT recommended that soil samples be collected at locations where groundwater is not encountered, and explain in the report that groundwater was not encountered at that location. There was much discussion on this topic with Chris advocating that every effort must be made to locate groundwater. IT agreed with that concept and indicated that field efforts

would include relocating the sample point within a reasonable proximity of the planned location, but also pointed out that previous field efforts by previous contractors indicate that groundwater may not be available in certain areas on the base. **CONSENSUS: IT will make diligent efforts to locate groundwater as required by approved work plans. In the event that groundwater is not available at a specified/approved location, then IT will back out of the hole without taking a sample, and will provide an explanation of the circumstances in the report.**

Goals and Metrics – After completion of the June agenda, the BCT began brainstorming development of goals and metrics. Attachment G contains the results of the brainstorming session on goals and metrics. The team was not satisfied with the product of this session and recognized that it would likely take numerous sessions to develop goals and metrics that everyone would accept.

Future Meetings – The next BCT meeting will take place August 5-6 at IT's Knoxville, TN offices.

***Status of Action Items***

<b>Action Item No.</b>	<b>Responsible Team Member</b>	<b>Due Date</b>	<b>Status</b>	<b>Action Item</b>
97/10/1	BCT	Nov 97	Underway	Provide Jeanne with goals and metrics information for future distribution with minutes (Lisa has provided information, included as Attachment G, on DOD Measures of Merit for use in the development of project goals and metrics).
97/10/2	David	Nov 97	Underway	Provide example roles/responsibilities for meeting leader and gatekeeper (David accomplished this action on time in November, but the BCT has not yet addressed this topic, therefore it continues to be carried from the October meeting).
98/02/2	Ellis	Feb 98	SNR	QST has been verbally informed that they will not be finalizing the Version I BCP. Ellis will work the contractual requirements with Joe King/Dean Hutchins of AEC regarding descoping this work from QST.
98/02/4	BCT	Mar 98	SNR	Comments on IT work plans.
98/02/5	Ellis	May 98	SNR	Ellis will schedule a conference call with Don Byars to coordinate with Corps' and Ft. McClellan's Safety offices to ensure IT's Safety Plan is compliant with Army requirements regarding UXO/CWM sites.
98/03/1	David	May 98	Underway	Consolidate team roles and responsibilities.
98/03/2	Bart/David	May 98	Underway	Develop a "strawman" of process roles and responsibilities.
98/03/3	Bart/Chris	April 98	Underway	Issue a letter of concurrence with the EBS, stating nonconcurrence as exceptions.
98/03/4	Lisa	April 98	Done	Reissue EBS transmittal letter.
98/03/5	Chris	April 3	Done	Respond to Background Metals Report.
98/03/6	Bart	??	SNR	Respond to Background Metals Report.
98/03/7	Bart	April 98	Done	Coordinate risk strategy with
98/03/8	Chris, Ted, Adrian, and Paul Ron	May 98	Underway	Draft BCT Success Stories

for Tier II, conference call with BCT.

98/03/9	Chris	May 98	SNR	ADEM will request clarification of Army position on investigation/cleanup of Choccolocco Corridor.
98/03/10	Chris	May 98	SNR	ADEM letter to National Guard Bureau to ensure DERA sites are picked up by ANG license of property.
98/03/11	Bart	May 98	Underway	Draft letter to FMDC for consideration by BCT.
98/03/12	Ellis	May 98	Done	Coordinate brief by Dave Scradulis (Huntsville) on UXO plan and strategy.
98/03/13	Bart	April	Underway	Coordinate conference call with Rick Buttons (EPA) to review hot cell/Rideout Field rad issues and compliance.
98/06/1	Lisa	June 98	SNR	Provide Chris with criteria that determines a DERA site.
98/06/2	Chris	June 98	SNR	Ascertain participation in Ft. McClellan project by GSA and Alabama Fish and Game.
98/06/3	Ron	June 98	SNR	Ascertain participation in Ft. McClellan project by USF&W (Sharon Delchamp).
98/06/4	Adrian	July 98	SNR	Prepare technical memo to Ted Simon identifying risk assessment endpoints.
98/06/5	Ted	July 98	SNR	Review Adrian's technical memo.
98/06/6	Ellis	July 98	SNR	Provide distribution and copies for Adrian's memo.
98/06/7	Ron	June 98	SNR	Inform Tier II link (Francine Cole) of BCT August meeting.

\*SNR=Status Next Report

ATTACHMENT E

PLANNING AND REVIEW SCHEDULE  
FOR  
FIRE TRAINING AREA SITES,  
AND  
LANDFILLS 1, 2, AND 3

	Site Name	Parcel No.	Document	Start Date	Review	To Client	Remarks	Regulatory Comments	Comment Response
Package 1	<b>CK05 WAD 1 (774645. 01010200)</b>								
	11 th Chem Motor Pool & UST	29(7)	SSFP/SSHP	4/7/98	5/13/98	5/22/98	<b>Completed</b>	6/30/98	7/15/98
	UST Bldg 3298 Motor Pool 11th Chem Washrack Bldg 3262	30 (7) 74(7)							
	Old Hospital	95(7)	SSFP/SSHP	4/7/98	5/18/98	5/22/98	<b>Completed</b>	6/30/98	7/15/98
	Former Motor Pool Area 2000 Former Gas Station Area	144(7) 137(7)	SSFP/SSHP	4/7/98	5/18/98	5/22/98	<b>Completed</b>	6/30/98	7/15/98
Package 2	GSA Area and Surrounding Warehouses	151(7)	SSFP/SSHP	4/8/98	5/7/98	5/22/98	<b>Completed</b>	6/30/98	7/15/98
	UST GSA Motor Pool Bldg 238	2(7)							
	UST POL Point GSA Area	4(7)							
	Former Battery Maintenance Bldg 234 GSA Area	67(7)							
	Washrack Bldg 232	69(7)							
	UST Former Gas Station near Bldg 234	238(7)							
	Washrack near Bldg T-222	129(7)							
	Multicraft Shop Bldg 245 (Demolished)	111(7)							
	Former Dry Cleaning Area Bldg T-233 Washrack at Nielsen St	91(7) 128(7)							
Package 3	Former Motor Pool Area 3100	146(7)	SSFP/SSHP	4/10/98	5/21/98	5/26/98	<b>Completed</b>	7/17/98	7/24/98
	UST Bldg 3138 Area 3100 Motor Pool	212(7)							
	UST Bldg 3138 Area 3100 Motor Pool	24(7)							
	UST Bldg 3138 Area 3100 Motor Pool	25(7)							
	Washrack Bldg 3142	73(7)							
	Autocraft Shop/Former DPDO Bldg 1800	100(7)	SSFP/SSHP	4/10/98	5/22/98	5/26/98	<b>completed</b>	7/17/98	7/24/98
	UST Autocraft Shop (assoc. w/100)	20(7)							
	UST Autocraft Shop (assoc. w/100)	47(7)							
Package 3	Former Motor Pool Area 1800/1900	145(7)	SSFP/SSHP	4/10/98	5/22/98	5/26/98	<b>completed</b>	7/17/98	7/24/98
	UST Bldg 1997 1800/1900 Motor Pool	52(7)							
Package 4	Former Decontamination Complex Bldg 1271	93(7)	SSFP/SSHP	5/21/98	5/29/98	6/3/98	<b>completed</b>	7/17/98	8/19/98
	UST Decon Fac Bldg 1271 Assoc. w/ 93(7)	46(7)							
	Former Gas Station @ Bldg 1294	140(7)							
	Washrack Bldg 1298	70(7)							
	Former Motor Pool Area Bldg 1398 4th Ave	148(7)	SSFP/SSHP	5/7/98	5/20/98	6/3/98	<b>completed</b>	7/17/98	8/19/98
	Former Gas Station @ Area 13 Bldg 1394	16(7)							
	Former Motor Pool Area 600 GMO	149(7)	SSFP/SSHP	5/7/98	5/20/98	6/3/98	<b>completed</b>		8/19/98
	UST Former Gas Station Bldg 694	136(7)							
	Quarter Master's Gas Storage	130(7)							
	Former Fuel Yard	131(7)							
	Motor Pool Area 800	164(7)	SSFP/SSHP	5/4/98	5/20/98	6/3/98	<b>completed</b>	7/17/98	8/19/98
	UST Bldg 888 Motor Pool	11(7)							
	Washrack Bldg 866	68(7)							
UST Bldg 894 Motor Pool	12(7)								
Package 4	Former Gas Mask Test Chambers Bldg 439	196(7)	SSFP/SSHP	5/15/98	5/22/98	6/3/98	<b>completed</b>	7/17/98	8/19/98
	Former CS Training Area	198(7)							
	Gas Mask Test Chamber Bldg T-401 & 402	195(7)							
	Former PCP Dip Tank DEH Compound	64(7)	SSFP/SSHP	5/20/98	6/5/98	6/12/98	<b>completed</b>	7/31/98	8/19/98

Package 5	UST Bldg 202/215 DEH Compound	1(7)							
	Washrack Bldg 214 DEH Compound	64(7)							
	Pesticide Mix/Storage Facility Bldg 211	64(7)							
	Herbicide Storage Facility Bldg 208	64(7)							
	Post Garbage Dump North of Reilly Airfield	126(7)	SSFP/SSHP	4/27/98	5/22/98	6/12/98	completed	7/31/98	8/19/98
	Former Motor Pool Area 3100 S of 23rd St	147(7)	SSFP/SSHP	5/5/98	5/29/98	6/12/98	completed	7/31/98	8/19/98
	Washrack Bldg 3146/3147	72(7)							
	UST Bldg 3196/3148 Motor Pool	27(7)							
	UST Bldg 3196/3148 Motor Pool	28(7)							
	Training Aids Bldg 267	166(7)	SSFP/SSHP	5/26/98	6/2/98	6/12/98	completed	7/31/98	8/19/98
	Former Chem Laundry and Motor Pool Area 1500	94(7)	SSFP/SSHP	5/22/98	6/2/98	6/12/98	completed		8/19/98
	UST Former Gas Station Bldg 15 Motor Pool	132(7)							
	UST Former Gas Station Bldg 1494 Area 14	133(7)							
	Former Gas Station Bldg 1594 Area 15	134(7)							
Package 6	Range 24A Fog Oil drum Storage	88(6)	SSFP/SSHP	5/26/98	6/3/98	6/19/98	6/8	7/31/98	8/19/98
	Range 24A Multi-Purpose Range	108(7)	SSFP/SSHP	5/26/98	6/3/98	6/19/98	6/8	7/31/98	8/19/98
	Smoke Area BVZ	124(7)	SSFP/SSHP	4/29/98	5/26/98	6/19/98	completed	7/31/98	8/19/98
	Smoke Area S	106(6)	SSFP/SSHP	4/29/98	5/21/98	6/19/98	completed	7/31/98	8/19/98
	Smoke Area R	105(6)	SSFP/SSHP	4/29/98	5/21/98	6/19/98	completed	7/31/98	8/19/98
	Stump Dump	82(7)	SSFP/SSHP	6/1/98	6/10/98	6/19/98	6/17	7/31/98	8/19/98
	Old Incinerator Bldg 5710	125(7)	SSFP/SSHP	5/26/98	6/5/98	6/19/98	6/12	7/31/98	8/19/98
	Former Smoke Area Choccolocco Corridor	107(7)	SSFP/SSHP	5/19/98	5/26/98	6/19/98	5/29	7/31/98	8/19/98
	Former Smoke Area South Slope Morgan Mountain	159(7)	SSFP/SSHP	5/19/98	5/26/98	6/19/98	5/29	7/31/98	8/19/98
<b>WAD 03 (774645.03010100)</b>									
Waste Chemical Storage Area	87(7) & 10(7)	SSFP/SSHP	3/30/98	5/15/98	5/22/98	completed	6/30/98	7/14/98	
<b>WAD 05 (774645.0501010100)</b>									
Former Fire Training Pit	77(7)	SSFP/SSHP	4/13/98	5/18/98	5/22/98	completed	6/30/98	7/14/98	
<b>WAD 07 (774645.07010200)</b>									
Industrial Landfill	175(5)	Rem.Design							
<b>WAD 09 (774645.09020100)</b>									
UST Records Review		UST Report	3/30/98	6/15/98	6/30/98				
<b>WAD 11 (774645.11010100)</b>									
Range J	202(7)	RI SSFP/SSHP	6/5/98	6/15/98	6/19/98				
<b>CK004 (773191.03040000)</b>									
Landfill 1	78(6)	LTM Report	4/1/98	5/14/98	5/15/98	Completed			
Landfill 2	79(6)								
Landfill 3	80(6)								
CK004	<b>CK004 (773191.01010400)</b>								
	Range 12	70Q	SSFP/SSHP				On hold		
	Range 13	71Q	SSFP/SSHP				On hold		
	Range 19	75Q	SSFP/SSHP				On hold		
	Skeet Range	69Q	SSFP/SSHP	3/12/98			On hold		
	Former Transformer near Building 3798	57Q	SSFP/SSHP	3/12/98	5/18/98	5/22/98	Completed		
Area 45/Weapons Demonstration Area	232Q/194Q	SSFP/SSHP	3/12/98			On hold			
CK003	<b>CK003 (773019.05020100)</b>								
	Range K: Former Agent Training Area	203(7)	SSFP/SSHP	10/5/97		11/5/97	Responding to		
	Former Shell Tapping Area	201(7)	SSFP/SSHP	10/5/97		11/5/97	Comments		
	SOTS Site	102(7)	SSFP/SSHP	10/5/97		11/5/97			

## ATTACHMENT F

### FACILITATOR OBSERVATIONS AND RECOMMENDATIONS

#### **MEETING SUMMARY:**

This heavily scheduled working meeting focused on completion of several critical topics including: (1) resolution of comments on Installation Wide Work Plan,(2) Data inclusion and data set combination, and (3) Site Specific Screening Levels. Team related topics included work on goals and metrics. Any and all of these issues had the potential for deadlock and divisiveness, yet most were managed surprisingly well.

Presenters and respondents were well-versed and well-prepared. Ted Simon (EPA) and Paul Goetchius (IT) provided outstanding models of professional discussion, negotiation, listening, respect, and issues resolution. Team members participated similarly with only occasional diversions. However, as it became clear that the agenda was to be completed, impulsive forays into specific team member areas of interest became problematic.

Final stages of the meeting were more difficult as topics became less tangible. Evening meals and activities were particularly helpful in building team understanding cohesiveness and provided valuable informal talk time.

#### **TEAM DEVELOPMENT ISSUES:**

Participation/follow through, scheduling and perceived level of commitment to BCT work processes impact team content and dynamics. Frustration and impulsively surface periodically as individual agenda disrupted goal-directed activity. Team members struggle to maintain responsibility for their own morale and behavior. Non-compliance and malicious compliance are issues.

On the up-side, the BCT showed obvious and dramatic progress in working through and resolving very difficult issues. Pride in those accomplishments will reinforce team solidarity, problem solving, and productivity.

The absence of key BCT members impacted both group process and product. This topic must be addressed during the next meeting and will require well thought involvement by all BCT members.

#### **RECOMMENDATIONS FOR FUTURE TEAM BUILDING/MAINTENANCE:**

- > Emphasize and address data from daily “check in” process.
- > Reaffirm successes and develop a genuine “success story” consistent with BCT member views.

- > Close meetings on affirmative note.
- > Reconcile/work through emerging “membership” issues.
- > Maintain agenda with clear discussion/agreement to diversions.

## ATTACHMENT G

### DOD MEASURES OF MERIT FOR CONSIDERATION IN THE DEVELOPMENT OF PROJECT GOALS AND METRICS

The following DOD Measures of Merit under the BRAC Program (provided by Lisa Kingsbury) may provide a starting point for consideration in the development of goals and metrics for the Ft. McClellan project. Lisa's Email of 12/10/97 listed numerous Measures of Merit for various programs; the BRAC Program Measures of Merit are listed below:

#### ***MoM1: Relative Risk Reduction***

The number of sites that are classified as high, medium, and low relative risk, and as RC or NFA

#### ***MoM2: Restoration***

The number of acres that are transferable from DOD's control according to the requirements of CERCLA

#### ***MoM3: Compliance***

The number of acres for which closure-related compliance projects have been completed

#### ***MoM4: Planning***

The number of acres that have completed the environmental analysis and decision documents for disposal and reuse of property that are required under the National Environmental Policy Act (NEPA)

## ATTACHMENT G

### REFERENCES FOR CONSIDERATION IN THE DEVELOPMENT OF GOALS AND METRICS

- Region 4 Partnering Success Stories
- Hurlburt AFB Metric No. 1, Summary of IRP Site Status
- Compilation of Metrics Input

ATTACHMENT G  
RESULTS OF BRAINSTORMING ON GOALS AND METRICS  
JUNE 6, 1998

Success Stories

SSSLs  
Background Metals  
Partnering Innovations  
Real Time Reviews  
Synergistic Scoping

Outcomes

Cost Avoidance  
Documents Reviewed  
Decision Documents  
-- RODs  
-- NFAs  
-- Action Memos  
-- ETC (?)  
Time Savings  
Scope Savings

Goals/metrics

SIs Completed  
RAs  
Remedy in Place  
Acres Transferred  
Acres Investigated  
Site Closures  
\$ Saved  
“Walk Away” Cleanups  
(minimal deed restrictions)  
Document Review Time

Time

Doc Review – Lisa  
-- Baseline

Contracts in Place – Ellis  
Meetings – Ron/Lisa  
Investigations – Chris  
Identify Opportunities  
for Early Remediation  
SOW – Ellis

Money

Document Submittals

Generic Work Plan – Jeanne  
SOW – Ellis  
Background Metals – Chris  
GIS/GPS – Ron  
SSSL – Jeanne

Property (for transfer)

Acres – Lisa  
-- Transferable  
-- Investigated  
-- Remediated

Parcels – Lisa  
Buildings – Lisa  
Decision Documents – Lisa  
FOST/FOSL – Ron  
SI  
Reuse Phases Available