

FT. McCLELLAN BCT MEETING MINUTES
 PARTNERING SESSION #55
 CONFERENCE CALL
 July 23, 2003

AGENDA ITEM	RESPONSIBILITY	NOTES
Check In Guest Introduction and Roles	Host: Ron Levy Leader: Philip Stroud Recorder: Steve Moran	See Attendees List – Attachment A.
Ground Rules	BCT	Attachment B provides the ground rules, as revised in January, 2001.
Agenda	BCT	Attachment C provides the draft August agenda. Attachment D provides the July conference call summary.
Accept Previous Minutes	BCT	The team reviewed the draft June minutes, and accepted the minutes as final.
Action Items	BCT	Action items were reviewed and updated, as indicated in Attachment D.
Long-Term Planning (BCP)	BCT	IT provided a final BCP on December 21, 2001.
Goals/Metrics Update	BCT	The team began brainstorming this topic during the June 1998 meeting, and also began development of preliminary goals for consideration by the group. This topic requires the BCT to set aside schedule time to address.
Facilitator Observations	No facilitator this conference call	A new facilitator, John Mitchell, will attend his first meeting with the team at the September meeting at Ft. McClellan.

ATTACHMENT A

LIST OF PARTICIPANTS
BCT SESSION #55
CONFERENCE CALL
July 23, 2003

Participants:

Ron Levy, Ft. McClellan (FTMC)
Lisa Holstein, FTMC
Lee Coker, US Army Corps of Engineers, Mobile District (USACE, Mobile District)
Claude Leake, USACE, Mobile District
Dan Copeland, US Army Engineering and Support Center, Huntsville (CEHNC)
Philip Stroud, Alabama Department of Environmental Management (ADEM)
Doyle Brittain, US Environmental Protection Agency, Region IV (EPA)
Steve Moran, Shaw Environmental Inc. (Shaw)
Art Holcomb, Tetrattech/Foster Wheeler
Brandi Little, ADEM
Mark Harrison, ADEM
Hugh Vick, Gannett Fleming
Josh Jenkins, Shaw
Greg Sisco, Shaw
Linda Balcomb, Matrix
Mark Harrison, ADEM
Jim Grassiano, ADEM
Vicki Strause, National Guard Bureau, Army

ATTACHMENT B

BCT GROUND RULES

General:

1. Leave rank and title at the door, and have a free and open discussion on any subject affecting the BCT.
2. Work smarter, not harder: create ways to simplify and streamline the BCT process.
3. Identify and express individual team members' sensitive issues, and agree to keep them within the team.
4. Alert other team members of any changes in cost or schedules.
5. Rotate meeting leaders.
6. Have fun.

Meeting Behavior:

1. Come prepared; do your homework.
2. Participate fully: offer your perspective and advice for the benefit of the whole team.
3. Listen to others' views and opinions, try to understand their needs, respect them, and work to resolve differences, and support team decisions.
4. Draw out other members: be open to other ideas and different perspectives.
5. Avoid interruptions and side conversations.
6. Call time out when necessary.
7. Make decisions by consensus: all in agreement, all owning the decision.
8. Turn off cell phones.

ATTACHMENT C

BCT MEETING AGENDA

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
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
DRAFT AUGUST AGENDA
CONFERENCE CALL

Wednesday, August 27, 2003

1200 – 1230	Check-in/Finalize Minutes/Agenda/Action Items	BCT
1230 – 1245	Document Status Tracking	Lisa
1245 – 1300	UXO Update	Tetrattech
1300 – 1315	JPA Update	Miki
1315 – 1415	30-60-90% Updates	Josh

ATTACHMENT D

MEETING SUMMARY With ACTION ITEMS

Next BCT Meeting: Conference Call August 27, 2003

Primary Agenda: See Item #9

July Conference Call Summary:

Check-In – Philip took a roll call of participants on the call. Participants are listed on Attachment A.

Finalize Agenda and Minutes – The team reviewed the June conference call minutes and accepted them as final. The team did not make any adjustments to the agenda, except to move the UXO update to the front of the agenda and to add ecological risk to the parking lot.

Action Items – The BCT reviewed action items; the updates are presented in Attachment D at the end of this text. During the update of action item 03/1/7, Philip indicated his expectation that ADEM would wrap up their review of the Soldiers' Chapel Removal Report in the near future. He will report on the action again next month. With regard to action item 03/6/2, Josh has coordinated and met with the groundwater subcommittee to review and make recommendations on T-5, T-6, and Cane Creek Training Area. There was some confusion related to action item 03/6/3. Doyle requested that Jeanne call him (Doyle) about this action item when she returns from vacation to discuss a path forward.

Document Status Tracking – Lisa provided the team with the latest version of the document status tracking spreadsheet. Lisa identified the following reports as the BCT's priority:

- Draft Final SI, Range 23A, needs ADEM comments
- Final SI, Trap and Skeet Range, Parcel 127Q, needs ADEM concurrence
- Final SI, SOTS, needs ADEM concurrence
- Final SI, Artillery and Mortar Impact Area South of Bains Gap Road, needs ADEM concurrence
- Final SI, Range 4A, needs ADEM concurrence
- Final SI, GSA Warehouse Area, needs ADEM concurrence

UXO Update – Art provided a UXO Update for the team. The Alpha Area EE/CA will be finalized. The Charlie Area EE/CA has been provided to USFWS (U.S. Fish and Wildlife Service) for review.

The Eastern Bypass Removal Report has been submitted. The Army is currently waiting for comments from ADEM.

Removal action at the Y-Area has started. Tetrtech/Foster Wheeler has completed 80% of the geophysical mapping and 10% of the removal.

The Explosive Safety Submission for the USFWS parcel has been submitted and Tetrtech/Foster

Wheeler is currently responding to comments from CEHNC, FTMC, and U.S. Army Technical Center for Explosive Safety (USATCES).

CEHNC informed the project team about the upcoming work on the removal for the Anniston Water Works and Sewer Board (AWWSB) properties. There are three sites (approximately 29 acres) that are being transferred to AWWSB for the installation of water tanks and easements to the tanks. The Army is in the process of scoping the work; CEHNC will perform a removal to depth at those locations. Dan will provide Philip with maps showing the locations of the tank sites.

T-5 Parcels 180, 182, 511, 512, 513, 514, and 516 – Josh presented groundwater subcommittee recommendations for T-5:

- No additional soil, sediment, or surface water samples
- Two new wells on Motor Pool 3100 parcel
- Complete round of groundwater samples.

Parcel 188 Comment Resolution – Doyle asked that the team defer discussion on this until he speaks to Jeanne. Jeanne and Doyle will provide the BCT with an update at the next BCT meeting.

Landfill 3 Quarterly Monitoring Results – Josh presented the latest round of groundwater monitoring data from LF 3. With the heavy rainfalls, groundwater elevations are up approximately 10' at LF 3, but Josh noted that groundwater flow directions remain the same as seen in the past. Josh also presented several charts to show groundwater elevations vs. contaminant concentrations for selected wells to demonstrate contaminant concentration trends. The Army plans to present this data to the RAB in August. A separate meeting has been tentatively scheduled for August 12th to discuss the results and the presentation with the City of Weaver consultant.

30-60-90% Updates – Josh provided updates on the RIs at the Former 81mm Mortar Range, the Choccolocco Corridor Ranges, and Range K. At Range K, Shaw is continuing to install the four monitoring wells the BCT discussed at the April BCT meeting. Shaw has completed the XRF survey at the Former 81mm Mortar Range, and has completed about 40 percent of the XRF survey at the Choccolocco Corridor sites.

Parking Lot -Ecological Risk – Doyle stated that Sharon Thoms will not participate in anymore ecological risk subcommittee conference calls or meetings until the Army decides whether or not it wants to do either a long term research project or use predictive models to determine ecological risk at the small arms ranges. Ron suggested that he, Doyle, and Philip call Mike Kelly early next week to discuss the issue.

Future Meetings (2-month look-ahead) – RAB Meeting August 18, Landfill No. 3 Meeting on August 12, Conference Call August 27, Project Meeting @ Ft. McClellan, September 16-18.

Status of Action Items

Action Item No.	Responsible Team Member	Due Date	Status	Action Item
03/1/7	Philip	Feb 03	SNR	Review Soldiers' Chapel Removal Report in light of written comments on the SI report for discussion during February BCT meeting.
03/6/2	Josh	July 03	Done	Coordinate groundwater subcommittee review and recommendations on T-5, T-6, and Cane Creek Training Area.
03/6/3	Doyle	July 03	SNR	Be prepared to review Parcel 188(7) comment responses for the July BCT meeting.
03/7/1	Steve	August	SNR	Send copies of Former 81mm RI Work plan and July BCT conference call update material to Pete Tuttle.
03/7/2	Steve	August	SNR	Have Jeanne call Doyle to discuss path forward for Parcel 188(7).
03/7/3	Ron/Philip/Doyle	August	SNR	Have conference call with Mike Kelly of AEC to discuss ecological risk issues associated with the small arms ranges.
03/7/4	Dan	August	SNR	Provide maps to ADEM showing locations of tank site properties being transferred to the AWWSB where CEHNC will perform clearance to depth.

SNR=Status Next Report

ATTACHMENT E
FACILITATOR NOTES AND OBSERVATIONS

No Facilitator this Meeting