

FT. McCLELLAN BCT MINUTES
 PARTNERING MEETING #68
 ANNISTON, ALABAMA
 FEBRUARY 8, 2007

AGENDA ITEM	RESPONSIBILITY	NOTES
Check In	Host: Lisa Holstein	See Attendees List – Attachment A.
Guest Introduction and Roles	Leader: Mike Kelly Recorder: Troy Winton	
Ground Rules	BCT	Attachment B provides the ground rules, as revised in January 2001.
Agenda	BCT	Attachment C provides the agenda outline. Attachment D provides the February 2007 meeting summary.
Accept Previous Minutes	BCT	The team reviewed the draft September 2006 minutes and approved them with one minor change requested by Mike Kelly.
Action Items	BCT	Action items were reviewed and updated, as indicated in Attachment D.
Long-Term Planning (BCP)	BCT	IT (Shaw) 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	David Smith	See Attachment E.

ATTACHMENT A
 LIST OF PARTICIPANTS
 BCT PARTNERING MEETING #68
 FEBRUARY 8, 2007

Participants:

<u>Name</u>	<u>Agency/Company</u>	<u>Telephone</u>	<u>E-mail</u>
Lisa Holstein	Fort McClellan TF	256-848-7455	lisa.holstein@us.army.mil
Scott Bolton	Fort McClellan TF	256-848-3847	scott.j.bolton@us.army.mil
Lee Coker	USACE	251-690-3099	lee.d.coker@sam.usace.army.mil
Mike Kelly	AEC	410-436-1506	michael.kelly@aec.apgea.army.mil
Mark Krivansky	AEC	410-436-0542	mark.krivansky@us.army.mil
Brandi Little	ADEM	334-274-4226	blittle@adem.state.al.us
Britney Stroup	ADEM	334-271-7797	bstroup@adem.state.al.us
Kaneshia Townsend	ADEM	334-394-4356	ktownsend@adem.state.al.us
Doyle Brittain	EPA, Region 4	404-562-8549	brittain.doyle@epa.gov
Sharon Thoms	EPA, Region 4	404-562-8666	thoms.sharon@epa.gov
Rich Henry	USFWS	732-906-6987	richard_henry@fws.gov
Steve Miller	USFWS	256-848-7085	stephen.a.miller@fws.gov
Steve Moran	Shaw Environmental	865-694-7361	steve.g.moran@shawgrp.com
Troy Winton	Shaw Environmental	865-670-2698	james.winton@shawgrp.com
David Smith	Smith/Associates	918-625-9024	CorpPsych@aol.com

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
 BCT MEETING AGENDA
 FEBRUARY 8-9, 2007

Thursday, February 8th
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8:00 – 8:30	Check in/finalize meeting minutes	Shaw
8:30 – 11:00	Former Tank Ranges (Parcels 92Q-X et al.) SI Response to Comments	Shaw
11:00 – 11:15	Break	
11:15 – 12:00	81mm Mortar Range (Parcel 137Q-X) RI Response to Comments	Shaw
12:00 – 1:00	Lunch	
1:00 – 2:30	BBGR PF/SD BERA Response to ADEM Comments	Shaw
2:30 – 3:30	Lines of Evidence table	Shaw
3:30 – 3:45	Break	
3:45 – 4:30	ADEM Letter re: Final DD for Portions of Iron Mountain Ranges on ALDOT EBC Property	USAEC

Friday, February 9th
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8:00 – 10:00	Cross-walk between ASR, EBS and SI/RI Reports	USAEC
10:00 – 11:00	Meeting Reflections	David Smith

ATTACHMENT D
MEETING SUMMARY
With
ACTION ITEMS

Next BCT Meeting: May 9-11, 2007.

Primary Agenda: See Item #9

Meeting Summary for February 8, 2007:

Check-In – Participants introduced themselves and are listed on Attachment A.

Finalize Agenda and Minutes – The team approved the February 2007 meeting minutes with one minor change requested by Mike Kelly regarding the Rule of Five.

Action Items – The team did not review the action items.

Document Status Tracking – Lisa provided the team with the latest version of the document status tracking spreadsheet and pointed out a couple of minor mistakes. Bold entries are priority.

Agenda Item #1, 81mm Mortar Range Response to Comments

ADEM indicated responses to their comments were OK and said that no further comments are expected.

EPA Comment #1: response is OK.

EPA Comment #2: response will be revised to indicate that Probable Effects level will be included as a line of evidence in the revised SLERA.

EPA Comment #3: OBE based on discussion at the meeting.

Agenda Item #2, Baby Bains Gap Road Ranges Problem Formulation/Study Design – Response to ADEM Comments on Final Document

ADEM indicated they are OK with all responses to comments except General Comments 5 and 6, and page-specific comment 4. However, the PF/SD fieldwork has already been completed so these comments are no longer relevant.

Agenda Item # 3, Lines of Evidence Table

Troy W. distributed the Lines of Evidence table that was requested to be placed in reports at the February 2006 BCT meeting. The team was generally pleased with the layout but suggested some improvements such as:

- Change last column from “Background Metal?” to “Site-Related COPC?”
- Add a reference to statistical/geochemical evaluation appendix in RI report.
- Add explanation of “Passed” and “Failed” to footnotes.
- Consider using numbers/letters with detailed explanations in footnotes or use abbreviations in “Other Lines of Evidence” column.

Agenda Item # 4, ADEM Letter re: Final DD for IMR Ranges on ALDOT EBC Property

ADEM clarified their January 5, 2007 letter regarding the decision document for IMR Ranges on ALDOT property. In the letter, ADEM requested that the DD be re-titled to Proposed Plan for public review and comment, followed by submittal of a ROD. ADEM is concerned about public participation in the process, not what the document is called. The Army indicated that public participation will occur during review of the FOST for this property. An advertisement will be placed in the local newspaper stating the purpose of the public meeting, including the FOST and soliciting comments on the IMR DD.

Agenda Item # 5, Crosswalk Table for Ranges

Mark K. provided the crosswalk table to the group for review. The group agreed to revise the table as follows:

- Add a Status column for SI/RI and other environmental activities (Lisa H.)
- Add ASR range designations (Mark K.)
- Prepare a tech memo to go along with the table for explanation (Mark K.)

Agenda Item # 6, Former Tank Ranges Response to Comments

EPA believes that there are not enough samples to support NFA and recommended further evaluation of “hot spots” through an expanded site investigation. USFWS also believes that more samples should be collected as well as a re-evaluation of site habitat in the context of possible impacts from a potential remedy. The group decided that the Army, EPA, and USFWS will identify areas of concern and make recommendation for path forward for this site. A conference call was scheduled for February 26, 2007 at 1:00 pm Eastern time to discuss the group’s recommendation and path forward.

The group did not review responses to ADEM comments because ADEM had not completed its internal review of the responses.

Upcoming Meetings – May 9-11, 2007; August 8-10, 2007.

ACTION ITEMS

Item	Action	Responsibility
1	Sub-group to convene and modifying Tier 2 process to raise WRS test confidence level (multiple tests being performed)	Sharon, Paul, Karen, Larry
2	Sub-group to convene and discuss “problem” metals in background data set (Sb, Cd, Se, Ag, Tl).	Karen, Sharon, Paul, Rich P.
3	Add caveat to Uncertainty Section of risk assessments re: future lead levels.	Paul, Rich P.
4	Add discussion of nondetects to Uncertainty Section.	Paul, Rich P.
5	Revise response to T-24A General Comment #1 re: application of geochem at FTMC	Paul
6	Prepare “crosswalk” table for 35 “missing” ranges identified in EBS.	Mike/Lisa
7	Add new table (“Summary of Inorganic Data Evaluations”) to Ch. 4 re: background metals & lines of evidence.	Troy
8	Include portion of the comment response for Specific Comments - Volume 1 Text, Comment 3 in the revised BERA text and the Uncertainty Analysis. Also state that the Peddicord and LaKind modeling is site-specific.	Rich P.
9	Prepare tech memo to describe derivation of RBRGs and how the "Rule of 5" is used in the RBRG derivation.	Rich P.
10	Review toxicity studies for lead in avian species and determine if Area Use Factor of 0.5 is appropriate in the food web models.	Sharon / Rich P.
11	Prepare tech memo to describe NFA for Parcel 98Q based on site visit and BCT discussions.	Steve / Troy
12	Review Rule of Five	Mike
13	Prepare responses to General Comments 5 & 6 and page-specific Comment 4 of BBGR BERA PF/SD	Brandi
14	Send USFWS letter agreeing with approach for 81mm Mortar Range RI based on meeting discussions.	Rich H.
15	Provide FTMC IAP report to Doyle	Mike

ATTACHMENT E
FACILITATOR NOTES AND OBSERVATIONS

Team: Fort McClellan Tier I

1. **Meeting Location:** Ft McClellan
2. **Dates:** February 8, 2007
3. **Purpose of the visit:** Partnering Workshop Partnering Meeting Planning Session
 Coaching Issue Resolution Other (BCT)
4. **Facilitator:** David G. Smith, SMITH/Associates
5. **Number of attendees and organizations:** 15 participants. See minutes for organizations
6. **Guests and Link and their organizational affiliations:** None.
7. **Stage of Team Development:**
 Forming: Storming: Norming: Performing: High Performing
8. **Significant issues and/or events:**
Goals and Successes: All agenda issues were discussed and solutions were agreed upon or processes established to address details and/or strategies.
9. **Partnering Performance and Training:**
The meeting tone was businesslike and cordial. Conversations were **issue** driven with little or no personal conflict. The moderately structured meeting agenda allowed for progress without rigidity and/or parliamentary maneuvering. The positive attitude and actions evidenced in the previous meetings carried over to this one. Reasonable compromise was evident, although delayed “responses to comments” markedly slowed progress.
10. **Summary:**
This meeting ran smoothly and evidenced continuing cooperative effort. Difficult Clean-up issues and anticipated funding decreases may test participants’ temperament and patience over the next several months.
11. **Recommendations:**
The Fort McClellan Tier I team can continue this success through maintenance of **regularly scheduled meetings** with significant advanced notice and participant pre-meeting preparation. Tightly focused, issue driven conference calls should be used as necessary. Pre-meeting review and comment submission for relevant documents will be critical to keeping the process moving.

12. Goals/Plans/Actions for Next Meeting:

Continue current processes. Advance notice and preparation for items on critical path.

12. Next meeting dates

May 9-10-11, 2007

August, 8-9-10, 2007