

FT. McCLELLAN BCT MEETING MINUTES
 PARTNERING SESSION #18
 FT. McCLELLAN, AL
 MAY 18 – 19, 1999

AGENDA ITEM	RESPONSIBILITY	NOTES
Check In Guest Introduction and Roles	Host: Ron Levy Leader: Recorder: Jeanne Yacoub	See Attendees List – Attachment A.
Ground Rules	BCT	The group read ground rules out loud. Attachment B provides the ground rules established in October, 1997.
Agenda	BCT	The team began the meeting with a detailed check-in by each attendee. After check-in, the team moved on to the May agenda. Several parking lot items were added to the May agenda for discussion, time permitting. The meeting then proceeded according to the May agenda. Attachment C provides the draft June agenda. Attachment D provides the May meeting summary.
Accept Previous Minutes	BCT	The team reviewed the draft April minutes, and accepted them as final.
Action Items	BCT	Action items were reviewed and updated, as indicated in Attachment D.
Long-Term Planning (BCP)	BCT	One of the main agenda items for the May meeting was review (and finalization) of Chapter 4 of the BCP. The team did not accomplish this agenda item due to time spent on other issues (institutional controls). Chapter 4 is included on the draft June agenda for discussion. Attachment E provides the reporting and review schedule for the SI reports that will be part of the BCP master schedule.
Goals/Metrics Update	BCT	Goals and metrics remain on the agenda (Attachment C). The team began

		<p>brainstorming this topic during the June, 1998 meeting, and also began development of 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 Smith also previously provided several handouts for the team to review in preparation for discussions on this topic.</p>
Facilitator Observations	David Sanderson	David Sanderson attended his second meeting with the team this month. His notes and observations are provided at Attachment F.

ATTACHMENT A

LIST OF ATTENDEES
BCT SESSION #18
FT. McCLELLAN, AL
MAY 18 – 19, 1999

Ron Levy, Ft. McClellan

Lisa Kingsbury, Ft. McClellan

Ellis Pope, Mobile District Corps of Engineers

Chris Johnson, Alabama Department of Environmental Management

Bart Reedy, Environmental Protection Agency, Region IV

Jeanne Yacoub, The IT Group

David Sanderson, Facilitator

Guests:

Agnes Mayila, The IT Group

Steve Moran, The IT Group

David Skridulis, U. S. Army Engineering and Support Center, Huntsville

Valerie Clinkenbeard, U. S. Army Engineering and Support Center, Huntsville

Richard Bloomweaver, HQ TRADOC

Ron Smith, Ft. McClellan

Paul James, Ft. McClellan

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 JUNE 22 – 23, 1999

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
DRAFT JUNE AGENDA

Monday, June 21, 1999

Check-in:

Wingate Hotel
Oxford, AL
1.256.831.1921
\$50/night + tax

Hampton Inn
Oxford, AL
1.256.835.1492
\$50/night + tax

Tuesday, June 22, 1999

0800 – 0830	Check-in
0830 – 0845	Approve minutes of the May 18-19 meeting Review action items from May minutes
0845 – 0900	Preview agenda, amend as necessary Identify guests, agree on their role
0900 – 1200	Review of Work Plans CWM EE/CA Work Plan: Comment resolution Guests: David Skridulis and Valerie Clinkenbeard, US Army Engineering and Support Center, Huntsville, and representatives from Parsons Engineering
1200 – 1300	Lunch
1300 – 1500	Team facilitation activity Introduction Making the design statements real: Enhancing teamwork Requests, offers, simple commitments Reflections
1500 – 1700	Review BCT ground rules, amend as needed Clarify use of the parking lot Field trip Other questions? Reflections on the day

Breaks as needed
Dinner plans

Wednesday, June 23, 1999

0800 – 0815	Check-in Agenda preview
0815 – 1000	Reconsidering the Purpose and Scope of the BCP
1000 – 1030	CDTF: Status Update
1030 – 1200	Parks and Recreation FOSL Update
1200 – 1300	Lunch
1300 – 1315	UST Compliance/Temporary Closure
1315 – 1345	JPA Master Lease Enclave
1345 – 1600	BCP Chapter 4/Parking Lot Items
1600 – 1700	Reflections on the meeting Review action items and agreements Confirm July meeting dates and site Set September meeting date and site Set July meeting agenda items Set time and date for conference call?

Breaks as needed
Adjourn

Parking Lot Items

Goals and Metrics

ATTACHMENT D
MEETING SUMMARY
With
ACTION ITEMS

Next Meeting: June 22 – 23, 8 am to 5 pm
Ft. McClellan, AL

Primary Agenda: Review of CWM EE/CA Work Plan, BCP Chapter 4

May Meeting Summary:

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

Action Items – The BCT reviewed April’s action items, updated them, and developed others identified in Attachment D.

Facilitation Exercises – David Sanderson led the group in a morning facilitation exercise to improve communications awareness and skills. The exercise required team members to practice their speaking, listening, and observation skills. David’s notes on the day’s activities, and his observations are contained in Attachment F to these minutes.

UXO Status Update by Huntsville – David Skridulis and Valerie Clinkenbeard from the U. S. Army Engineering and Support Center, Huntsville, provided the team with an afternoon update on Ft. McClellan UXO initiatives. David described Huntsville’s overall approach and specific progress to date on the Archive Search, Photo Interpretation, EE/CA, and risk reduction actions. He also provided schedule information for each of these activities. Huntsville’s project priorities are in order: the Eastern By-Pass, the Remaining Development Area, and the Choccolocco Mountains (including the Choccolocco Corridor). During David’s presentation, Chris expressed his concern that the state and EPA be included in the entire EE/CA process, and that their comments and issues be resolved before moving on any projects. Bart asked David whether or not Huntsville planned to have regulatory review of the risk assessment during the EE/CA. Huntsville indicated that their intention is to obtain regulatory review at each appropriate step.

Asbestos Removals – At the previous meeting, Ron and Lisa provided the team with a report of Friable Asbestos Priorities for Removal, and requested that at the next meeting, the team discuss the report so that the Army can identify remedial actions for funding. At the May meeting, Bart expressed his opinion that it would be more judicious for the Army to spend its resources on projects other than on asbestos that has been inspected and determined to be in good condition. Chris decided that he would review the report, and give his recommendations to Ron at the BCT meeting in June.

Institutional Controls – Prior to beginning discussion of the BCP Chapter 4, the BCT began a discussion of

institutional controls that subsequently consumed most of the remainder of the agenda. The heart of the matter revolved around Bart's and Chris' desires for clear direction from the Army on policies and intentions with regard to institutional controls, and the Army's inability to provide that to them. The team decided to adopt a strategy for the DOJ CDP that adequately satisfies all parties' concerns, and allows the Army to move forward on transferring the property to the DOJ as required. If that strategy is acceptable to team member agencies and management, then the BCT will continue working on that basis until more definitive policy is developed and promulgated by the Army/DOD. **CONSENSUS: The BCT has input to transfer documentation. Regulatory agencies will review the draft transfer documents. The BCT will carry this process to the Atlanta meeting on May 24; if all parties there agree to the process, the BCT will continue working on that basis for all other parcels.** Chris had an additional question for the May 24 meeting pertaining to the binding nature of the letter of transfer between DOJ and the Army. He will investigate through his legal department to answer this question.

Tier II Link – Richard Blumeweaver joined the meeting for a short time in his new capacity as Tier II Link. Richard comes from HQ TRADOC and is a member of the Alabama – DOD Tier II team.

Landfills – Ellis updated the BCT on actions he has accomplished with regard to Ft. McClellan's overall landfill strategy. Ellis has provided IT with an RFP to perform an EE/CA on the twelve known fill areas at Ft. McClellan. The overall purpose of the EE/CA is to develop a comprehensive strategy for each fill area. IT will provide a proposal to Ellis in early June, and will begin work plan preparation following award. The team briefly discussed sampling objectives, and will revisit the topic in more detail during work plan review.

Groundwater at Rideout Field – The NRC has asked Ft. McClellan to demonstrate that groundwater at Rideout Field has not been adversely impacted by disposal of low-level waste. IT will install (3) permanent groundwater wells at the site to provide groundwater data to the NRC. Steve inquired about the existence of any special training or monitoring requirements to work at Rideout Field. Lisa and Ron indicated that Mike Styveart at IOC Rock Island can provide information on any Ft. McClellan or DOD requirements.

Facilitator Observations – David spent a few minutes providing the team with feedback on his observations of the meeting. (See Attachment F for details). He also asked the group to provide him with guidance for the next meeting on topics for the facilitation exercise. Some of the topics included conflict resolution, meeting management, MBTI revisited, and others. David obtained sufficient feedback from the group to develop team exercises for the June meeting.

Document Review – The team discussed upcoming workload in order to identify and prioritize their work. They identified the following items:

- Parks and Recreation FOSL (comments due May 10)
- CDTF WP (response to comments due June 11)
- SAIC RI Report (comments due June 4)
- CWM EE/CA WP (comments due June 4)
- Watershed WP (comments due June 30)
- Former Fire Training Pit SI Report (comments due June 25)
- Waste Chem Storage Area SI Report (comments due June 25)
- Hospital FOSL (draft to Army/Regulators June 14)
- Fire Department FOST (draft to Army/Regulators June 4)

Future Meetings – The next BCT meetings will take place on June 22 – 23 at Ft. McClellan, July 14 – 15 in Montgomery, and August 26 – 27 in Atlanta.

Status of Action Items

Action Item No.	Responsible Team Member	Due Date	Status	Action Item
98/03/8	Ron	May 98	SNR	Write up draft BCT Success Stories for Tier II. Consider how to publicize the information.
98/08/4	Bart	Aug 98	SNR	Write concurrence letter on final Background Metals Report to Lisa and Ellis.
99/4/1	Steve	May 99	Done	Prepare safety success story for Ron/Ellis.
99/4/2	Steve	May 99	Done	Provide field program statistics (ie., sample numbers, how many wells, etc.) to Lisa, Bart, Ron, and Ellis.
99/4/3	Jeanne	May 99	Done	Provide first cut of Master Schedule to BCT.
99/5/1	Chris	June 99	SNR	Review asbestos handout and give recommendations to Ron about required remedial actions.
99/5/2	Chris	June 99	SNR	Send Ron a letter expressing inability to meet draft Parks and Recreational Areas FOSL document review schedule requirements.
99/5/3	Bart	June 99	SNR	Send Ron a letter expressing inability to meet all Army document review schedule requirements.

*SNR=Status Next Report

ATTACHMENT E

SITE INVESTIGATION REPORT SCHEDULE
FT. McCLELLAN

	Site Name	Parcel No.	Document	Start Date	To Client	Regulatory Comments	Response to Comments	Final SI
	CK05 WAD 1							
	11 th Chem Motor Pool & UST	29(7)	SI	4/15/99	5/28/99	6/25/99	7/9/99	7/30/99
Package 1	UST Building 3298 Motor Pool 11th Chem	30 (7)						
	Washrack Building 3262	74(7)						
	Old Hospital	95(7)	SI	3/22/99	4/23/99	5/21/99	6/4/99	7/2/99
	Former Motor Pool Area 2000	144(7)	SI	4/27/99	5/31/99	6/25/99	7/9/99	8/6/99
	Former Gas Station Area	137(7)						
	GSA Area and Surrounding Warehouses	151(7)	SI	4/27/99	5/31/99	6/25/99	7/9/99	8/6/99
	UST GSA Motor Pool Building 238	2(7)						
Package 2	UST POL Point GSA Area	4(7)						
	Former Battery Maintenance Building 234 GSA Area	67(7)						
	Washrack Building 232	69(7)						
	UST Former Gas Station near Building 234	238(7)						
	Washrack near Building T-222	129(7)						
	Multicraft Shop Building 245 (Demolished)	111(7)						
	Former Dry Cleaning Area Building T-233	91(7)						
	Washrack at Nielsen St	128(7)						
	Former Motor Pool Area 3100	146(7)	SI	4/15/99	5/28/99	6/25/99	7/9/99	7/30/99
	UST Building 3138 Area 3100 Motor Pool	212(7)						
	UST Building 3138 Area 3100 Motor Pool	24(7)						
	UST Building 3138 Area 3100 Motor Pool	25(7)						
Package 3	Washrack Building 3142	73(7)						
	Autocraft Shop/Former DPDO Building 1800	100(7)	SI	4/1/99	5/7/99	6/4/99	6/18/99	7/16/99
	UST Autocraft Shop (assoc. w/100)	20(7)						
	UST Autocraft Shop (assoc. w/100)	47(7)						
	Former Motor Pool Area 1800/1900	145(7)	SI	4/1/99	5/7/99	6/4/99	6/18/99	7/16/99
	UST Building 1997 1800/1900 Motor Pool	52(7)						
	Former Decontamination Complex Building 1271	93(7)	SI	4/27/99	5/31/99	6/25/99	7/9/99	8/6/99
	UST Decon Fac Building 1271 Assoc. w/ 93(7)	46(7)						
	Former Gas Station @ Building 1294	140(7)						
	Washrack Building 1298	70(7)						
	Former Motor Pool Area Building 1398 4th Ave	148(7)	SI	4/15/99	5/28/99	6/25/99	7/9/99	7/30/99
	Former Gas Station @ Area 13 Building 1394	16(7)						
	Former Motor Pool Area 600 GMO	149(7)	SI	4/15/99	5/28/99	6/25/99	7/9/99	7/30/99
Package 4	UST Former Gas Station Building 694	136(7)						
	Quarter Master's Gas Storage	130(7)	SI	3/22/99	4/23/99	5/21/99	6/4/99	7/2/99
	Former Fuel Yard	131(7)	SI	3/22/99	4/23/99	5/21/99	6/4/99	7/2/99
	Motor Pool Area 800	164(7)	SI	5/10/99	6/11/99	7/9/99	7/23/99	8/20/99
	UST Building 888 Motor Pool	11(7)						
	Washrack Building 866	68(7)						
	UST Building 894 Motor Pool	12(7)						
	Former Gas Mask Test Chambers Building 439	196(7)	SI	4/1/99	5/7/99	6/4/99	6/18/99	7/16/99
	Former CS Training Area	198(7)						
	Gas Mask Test Chamber Building T-401 & 402	195(7)						

	Site Name	Parcel No.	Document	Start Date	To Client	Regulatory Comments	Response to Comments	Final SI
	Former PCP Dip Tank DEH Compound	64(7)	SI	4/27/99	5/31/99	6/25/99		8/6/99
	UST Building 202/215 DEH Compound	1(7)						
	Washrack Building 214 DEH Compound	64(7)						
Package 5	Pesticide Mix/Storage Facility Building 211	64(7)						
	Herbicide Storage Facility Building 208	64(7)						
	Post Garbage Dump North of Reilly Airfield	126(7)	SI	6/23/99	8/4/99	9/1/99	9/15/99	10/13/99
	Former Motor Pool Area 3100 S of 23rd St	147(7)	SI	4/15/99	5/28/99	6/25/99	7/9/99	7/30/99
	Washrack Building 3146/3147	72(7)						
	UST Building 3196/3148 Motor Pool	27(7)	SI	4/27/99	5/31/99	6/25/99	7/9/99	8/6/99
	UST Building 3196/3148 Motor Pool	28(7)						
	Training Aids Building 267	166(7)	SI	5/10/99	6/11/99	7/9/99	7/23/99	8/20/99
	Former Chem Laundry and Motor Pool Area 1500	94(7)	SI	5/10/99	6/11/99	7/9/99	7/23/99	8/20/99
	UST Former Gas Station Building 15 Motor Pool	132(7)						
	UST Former Gas Station Building 1494 Area 14	133(7)						
	Former Gas Station Building 1594 Area 15	134(7)						
	Range 24A Fog Oil drum Storage	88(6)	SI	TBD	TBD	TBD	TBD	TBD
	Range 24A Multi-Purpose Range	108(7)	SI	TBD	TBD	TBD	TBD	TBD
	Smoke Area BVZ	124(7)	SI	5/17/99	6/18/99	7/16/99	7/30/99	8/27/99
Package 6	Smoke Area S	106(6)	SI	5/17/99	6/18/99	7/16/99	7/30/99	8/27/99
	Smoke Area R	105(6)	SI	4/1/99	5/7/99	6/4/99	6/18/99	7/16/99
	Stump Dump	82(7)	SI	4/27/99	5/31/99	6/25/99	7/9/99	8/6/99
	Old Incinerator Building 5710	125(7)	SI	5/17/99	6/18/99	7/16/99	7/30/99	8/27/99
	Former Smoke Area Choccolocco Corridor	107(7)	SI	5/17/99	6/18/99	7/16/99	7/30/99	8/27/99
	Former Smoke Area South Slope Morgan Mountain	159(7)	SI	4/1/99	5/7/99	6/4/99	6/18/99	7/16/99
	WAD 03							
	Waste Chemical Storage Area	87(7) & 10(7)	SI	3/22/99	5/28/99	6/30/99	7/10/99	7/30/99
	WAD 05							
	Former Fire Training Pit	77(7)	SI	3/22/99	5/19/99	6/30/99	7/10/99	7/30/99
	WAD 11							
	Range J	202(7)	RI	4/27/99	5/31/99	6/25/99	7/9/99	8/6/99
	CK004							
	Range 12	70Q	Tech. Asumpt. WP	11/16/99	TBD			
CK004	Range 13	71Q	Tech. Asumpt. WP	11/16/99	TBD			
	Range 19	75Q	Tech. Asumpt. WP	11/16/99	TBD			
	Skeet Range	69Q	Tech. Asumpt. WP	11/16/99	TBD			
	Former Transformer near Building 3798	57Q	SI	4/27/99	5/31/99	6/25/99	7/9/99	8/6/99
	Area 45/Weapons Demonstration Area	232Q/194 Q	SFSP/SSHP	TBD	TBD			
	CK003							
CK003	Range K: Former Agent Training Area	203(7)	REL RISK EVAL	TBD	TBD			
	Former Shell Tapping Area	201(7)	REL RISK EVAL	TBD	TBD			
	SOTS Site	102(7)	REL RISK EVAL	TBD	TBD			
Package 7	Fill Area West of Range 19	233(7)	SI	TBD	TBD	TBD	TBD	TBD
	Fill Area East End Reilly Air Field	227(7)	SI	6/23/99	8/4/99	9/1/99	9/15/99	10/13/99
	Fill Area Northwest of Reilly Air Field	229(7)	SI	6/23/99	8/4/99	9/1/99	9/15/99	10/13/99
Package 8	Drain Field	236(Q)	SI	6/23/99	8/4/99	9/1/99	9/15/99	10/13/99
	Probable Fill Area at Range 30	231(7)	SI	6/23/99	8/4/99	9/1/99	9/15/99	10/13/99

	Site Name	Parcel No.	Document	Start Date	To Client	Regulatory Comments	Response to Comments	Final SI
Package 9	Motor Pool Area 1300	143(7)	SI	7/5/99	8/13/99	9/10/99	9/24/99	10/22/99
	Washrack Building 1294	168(7)	SI	7/5/99	8/13/99	9/10/99	9/24/99	10/22/99
	Small Weapons Cleaning and Storage Compound - Bldg 1378	174(7)	SI	7/5/99	8/13/99	9/10/99	9/24/99	10/22/99
	Former Motor Pool Area 1000	150(7)	SI	7/5/99	8/13/99	9/10/99	9/24/99	10/22/99
	UST Gym Pool Building 1012	13(7)						
	Former Gas Station Area 1000	139(7)						
Package 10	Golf Course	178(7)	SI	7/5/99	8/13/99	9/10/99	9/24/99	10/22/99
	Former Printing Plant Building 1060	172(7)	SI	7/15/99	8/26/99	9/23/99	10/7/99	11/4/99
	Bulk Storage Area Building 296	60(6)	SI	7/15/99	8/26/99	9/23/99	10/7/99	11/4/99
Package 11	Trench Near Range 20 Firing Line	239(7)	SI	7/15/99	8/26/99	9/23/99	10/7/99	11/4/99
	Trench Near Range 20 Firing Line	240(7)	SI	7/15/99	8/26/99	9/23/99	10/7/99	11/4/99
	Ground Scar with Probable Trenches at Driving Course	200(7)	SI	7/15/99	8/26/99	9/23/99	10/7/99	11/4/99
Package 12	Former Printing Plant Building 144	171(7)	SI	7/26/99	9/3/99	10/1/99	10/15/99	11/12/99
	Printing Plant Building 143 Basement	138(7)	SI	7/26/99	9/3/99	10/1/99	10/15/99	11/12/99
	Printing Plant Building 3183	162(7)	SI	7/26/99	9/3/99	10/1/99	10/15/99	11/12/99
	Personnel Decontamination Station Building 3185	179(7)	SI	7/26/99	9/3/99	10/1/99	10/15/99	11/12/99
	Former Fog Oil Storage Area West of Skeet Range	122(7)	SI	TBD	TBD	TBD	TBD	TBD
	Trenches West of Remount	228(7)	SI	8/4/99	9/15/99	9/13/99	9/27/99	10/22/99
Package 13	Printing Plant Building 151	173(7)	SI	8/4/99	9/15/99	9/13/99	9/27/99	10/22/99
	Washrack Building 1740 Soldiers Chapel	127(7)	SI	8/4/99	9/15/99	9/13/99	9/27/99	10/22/99
	AST at Range 16	177(7)	SI	8/4/99	9/15/99	9/13/99	9/27/99	10/22/99
	Former Ordnance Motor Repair Area	75(7)	SI	8/4/99	9/15/99	9/13/99	9/27/99	10/22/99
	General Purpose Building 303	41(7)						
	Recycling Center Building 338	42(7)						
Package 14	Building 326 (former OMRA)	5(7)						
	Recycling Center Building 338	6(7)						
	Former Small Weapons Repair shop Building 335	66(7)						
Package 15	DRMO Area	85(7)	SI	8/16/99	9/24/99	10/22/99	11/5/99	12/3/99
	Fill Area North of Landfill No. 2	230(7)	SI	8/16/99	9/24/99	10/22/99	11/5/99	12/3/99
	Cleared Area with Mound Choccolocco Corridor	237(7)	SI	8/16/99	9/24/99	10/22/99	11/5/99	12/3/99
Eco	Ecological Screening of Creeks and Tribs /IW Watershed		IWWP	1/4/99	3/5/99	4/16/99	5/14/99	6/25/99
	Ecological Screening of Creeks and Tribs /IW Watershed		SI	8/16/99	9/24/99	10/22/99	11/5/99	12/3/99
Removal	Indoor Pistol Ranges Removal (4 - Ranges)	16Q,217Q	RA	6/23/99	8/4/99	9/1/99	9/15/99	10/13/99
Mod 7	ASP	197(7)	SSFP/SSHP	3/15/99	4/30/99	5/28/99	6/11/99	7/23/99
to CK05	Building 4416 at ASP	199(7)	SSFP/SSHP	3/15/99	4/30/99	5/28/99	6/11/99	7/23/99
	Area 1600 Motor Pool	163(7)	SSFP/SSHP	3/15/99	4/30/99	5/28/99	6/11/99	7/23/99
	Washrack at Building 351	170(7)	SSFP/SSHP	4/5/99	5/17/99	6/14/99	6/28/99	8/6/99
	Trenches East of Iron Mountain Road	500(7)	SSFP/SSHP	4/5/99	5/17/99	6/14/99	6/28/99	8/6/99

ATTACHMENT F

FACILITATOR NOTES AND OBSERVATIONS

Meeting Summary

The May 18-19 meeting of the BCT began with some training and practice in communication skills, based on a questionnaire team members completed for themselves emphasizing listening and influencing skills. This was followed by a discussion of a letter Bart had written, in which he questioned the Army's commitment to partnership, and which some other team members had taken as referring to team members. This subject returned again early on the next day, when members agreed to move beyond it.

The major work of the meeting was the team's development of an incremental strategy for its work. The team agreed to take each parcel to be transferred on a case-by-case basis, specifying cleanup and accountability requirements. This agreement arose from the team's analysis of the context in which it works (in the "middle" between the Army and the regulatory agencies) and the difficulty and perhaps impossibility of setting policy that applies to the whole base closure.

In the afternoon of the second day, the new TRADOC Tier II representative, Richard Blumeweaver, attended the meeting initially as a visitor, and later the team engaged him in discussion about Ron's role on the team as the Base Environmental Coordinator and about the Army's perspective on institutional control.

Analysis and Recommendations

At least three aspects of this meeting deserve note:

1. The team put aside the main agenda item, Chapter 4 of the BCP, in order to deal with its own process and relationships. Given the new strategy noted above, the team questioned and may want to review the purpose, length, and complexity of the BCP.
2. The lengthy discussion of the most appropriate strategy for the BCT led to substantial written agreement about how the team will proceed on cleanup and preparation for transfer. The team demonstrated its ability to be creative and flexible and to agree to experiment with a different approach.
3. In general, the meeting was marked by various levels of anger and frustration, caused by larger forces working on the team, issues of communication, and issues around meeting management.

Several team members remained after 4:00 p.m. on the second day to debrief the afternoon. There was general agreement with my observation that the team had lost control of its meeting. In a discussion around "What have we learned from what happened this afternoon?" we made the following points:

- Honor the role of visitors who are here to observe — let's not engage them in the agenda.
- Indicate the names and positions of visitors on the agenda.
- Be clear about our agenda and agree on it together — have an agenda preview as the meeting opens.
- Review our use of the parking lot.
- Review our ground rules, revise where we want to, and recommit to them.
- Having David act as chair (and helping to design the agenda) may be helpful.

- Discuss how to prepare ourselves for the meetings and meeting length.

Those present agreed that Jeanne and I will work on a design for the June agenda and we will return to the question of my serving as meeting chair.

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

Outcomes

Goals/metrics

SSSLs
Background Metals
Partnering Innovations
Real Time Reviews
Synergistic Scoping

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

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

Time

Money

Property (for transfer)

Doc Review – Lisa
-- Baseline

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

Document Submittals

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

Acres – Lisa
-- Transferable
-- Investigated
-- Remediated
Parcels – Lisa
Buildings – Lisa
Decision Documents – Lisa
FOST/FOSL – Ron
SI
Reuse Phases Available