

FT. McCLELLAN BCT MEETING MINUTES
 PARTNERING SESSION #54
 CONFERENCE CALL
 JUNE 12, 2003

AGENDA ITEM	RESPONSIBILITY	NOTES
Check In Guest Introduction and Roles	Host: Ron Levy Leader: Ron Levy Recorder: Jeanne Yacoub	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 July agenda. Attachment D provides the June conference call summary.
Accept Previous Minutes	BCT	The team reviewed the draft April 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 August meeting at Ft. McClellan.

ATTACHMENT A

LIST OF PARTICIPANTS
BCT SESSION #54
CONFERENCE CALL
June 11, 2003

Participants:

Ron Levy, Ft. McClellan (FTMC)
Lisa Holstein, FTMC
Lee Coker, US Army Corps of Engineers, Mobile District (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)
Miki Schneider, Joint Powers Authority (JPA)
Bernie Case, Alabama Army National Guard (AL-ARNG)
Jeanne Yacoub, Shaw Environmental, Inc. (Shaw)
Steve Moran, Shaw
Art Holcomb, Foster Wheeler Environmental Corporation (FWENC)
Claude Leake, USACE, Mobile District
David Lovoy, ADEM
Brandi Little, ADEM
Mark Harrison, ADEM
Spencer Nelson, URS
Hugh Vick, Gannett Fleming
Ben Bentkowski, Gannett Fleming
Josh Jenkins, Shaw
Greg Sisco, Shaw
Troy Winton, Shaw

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 JULY AGENDA
CONFERENCE CALL

Wednesday, July 23, 2003

1300 – 1330	Check-in/Finalize Minutes/Agenda/Action Items	BCT
1330 – 1345	Document Status Tracking	Lisa
1345 – 1430	Data Review and Recommendations for T-5	Josh
1430 – 1530	30-60-90% Updates and LF 3 Qrtly Monitoring	Josh
1530 – 1600	JPA Update	Miki
1600 – 1630	UXO Update	FWENC

ATTACHMENT D

MEETING SUMMARY With ACTION ITEMS

Next BCT Meeting: August 26 – 28, 2003
Ft. McClellan, Anniston, AL

Primary Agenda: See Item #9

June Conference Call Summary:

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

Finalize Agenda and Minutes – The team reviewed the April 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.

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 by the end of the week (6/13). He will report on the action again next month. With regard to action item 03/4/1, Lee indicated that the Army has right-of-entry to the Choccolocco Corridor through 2004. The Corps has exercised an option to extend the right-of-entry through 2008.

Document Status Tracking – Lisa provided the team with the latest version of the document status tracking spreadsheet and indicated she had made corrections to the data. She asked that participants review the information and provide her with corrections by Monday morning, as she will be providing the update to the RAB meeting participants on Monday night.

National Wildlife Refuge – Ron told the team the Army transferred property on May 29, and USFWS (US Fish and Wildlife Service) is now the owner.

UXO Update – Art provided a UXO Update for the team. The Army and ADEM met on May 28 to review the Alpha EE/CA. Based on the meeting, the Army is awaiting a letter from ADEM, and is holding submission of the Bravo and Charlie EE/CAs pending receipt of the letter, so that any applicable comments in the letter may be incorporated into those EE/CAs as well.

The Eastern Bypass Removal Report is ready for submission to the Army.

Removal action at the Y-Area has started. FWENC is clearing brush, and has started geophysical mapping. They expect to start intrusive removals in July.

Phase 1 of the work on USFWS property has been completed; all that remains is to lockdown the area. T-5 Parcels 180, 182, 511, 512, 513, 514, and 516 – Josh presented all data collected to data for the T-5

parcels, along with groundwater elevations and directions, as well as isopleths for VOC contamination in soils and groundwater. Shaw did not provide recommendations as the Army has included these sites in the FOSET for transfer. Ron indicated that the Army would now like to see recommendations for the T-5 parcels. Doyle also would like to see Shaw's recommendations regardless of who takes over the site in the future. Josh will coordinate with the groundwater subcommittee to develop recommendations for presentation to the BCT in July. Philip asked Josh to call David Lovoy directly on T-5.

T-6 (Naylor Field, Parcel 183) and Cane Creek Training Area, Parcel 510 – T-6 and the Cane Creek Training Area are east of the T-5 sites. Josh presented all data collected to date for T-6 and the Cane Creek Training Area, along with groundwater elevations and flow directions, as well as isopleths for VOC contamination in soils and groundwater. After review of the data, the BCT asked Shaw to also provide recommendations for these sites as well. As with the T-5 sites, Josh will coordinate the groundwater subcommittee's review and recommendations and present to the BCT in July.

Parcel 188 Comment Resolution – Doyle asked that the team defer discussion on this item since his risk assessors had not had time to review the information.

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 July.

30-60-90% Updates – Josh provided updates on the RIs at T-38, T-24A, LF 3, the Former 81mm Mortar Range, the Choccolocco Corridor Ranges, and Range K. At T-38, groundwater sampling is complete and preliminary data is due the end of June. At T-24A and LF 3, fieldwork is underway. Shaw has also begun fieldwork at Range K, the Former 81mm Mortar Range, and the Choccolocco Corridor sites. Josh also informed the team that the fieldwork for the small arms ranges ecological risk assessment is underway.

Future Meetings (2-month look-ahead) – RAB Meeting July 21, Project Team conference call on July 23 (1-5pm central time), Project Team meeting August 26-28 @ Ft. McClellan.

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.
03/4/1	Lee	May 03	Done	Ensure Right-of-Entry to Choccolocco Corridor for fieldwork.
03/6/2	Josh	July 03	SNR	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 comment responses for the July BCT meeting.

SNR=Status Next Report

ATTACHMENT E
FACILITATOR NOTES AND OBSERVATIONS

No Facilitator this Meeting