

FT. McCLELLAN BCT MINUTES  
 PARTNERING MEETING #71  
 ANNISTON, ALABAMA  
 May 13-14, 2008

AGENDA ITEM	RESPONSIBILITY	NOTES
Check In	Host: Scott Bolton	See Attendees List – Attachment A.
Guest Introduction and Roles	Leader: Scott Bolton 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 May 2008 meeting summary.
Accept Previous Minutes	BCT	The team reviewed and approved the draft November 2007 minutes.
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 #71  
May 13-14, 2008

*Participants:*

<u>Name</u>	<u>Agency/Company</u>	<u>Telephone</u>	<u>E-mail</u>
Scott Bolton	Fort McClellan TF	256-848-3847	<a href="mailto:scott.j.bolton@us.army.mil">scott.j.bolton@us.army.mil</a>
Lisa Holstein	Fort McClellan TF	256-848-7455	<a href="mailto:lisa.holstein@us.army.mil">lisa.holstein@us.army.mil</a>
Lee Coker	USACE-Mobile	251-690-3099	<a href="mailto:lee.d.coker@sam.usace.army.mil">lee.d.coker@sam.usace.army.mil</a>
Bob Beacham	USACE-Mobile	251-690-3077	<a href="mailto:robert.p.beacham@usace.army.mil">robert.p.beacham@usace.army.mil</a>
Mark Krivansky		AEC	410-436-0542
	<a href="mailto:mark.krivansky@us.army.mil">mark.krivansky@us.army.mil</a>		
Mark Johnson	CHPPM	410-436-5081	<a href="mailto:Mark.Johnson@AMEDD.army.mil">Mark.Johnson@AMEDD.army.mil</a>
Brandi Little	ADEM	334-274-4226	<a href="mailto:blittle@adem.state.al.us">blittle@adem.state.al.us</a>
Ashley Toellner	ADEM	334-271-7797	<a href="mailto:atoellner@adem.state.al.us">atoellner@adem.state.al.us</a>
Doyle Brittain	EPA, Region 4	404-562-8549	<a href="mailto:brittain.doyle@epa.gov">brittain.doyle@epa.gov</a>
Sharon Thoms	EPA, Region 4	404-562-8666	<a href="mailto:thoms.sharon@epa.gov">thoms.sharon@epa.gov</a>
Steve Moran	Shaw Environmental	865-694-7361	<a href="mailto:steve.g.moran@shawgrp.com">steve.g.moran@shawgrp.com</a>
Troy Winton	Shaw Environmental	865-670-2698	<a href="mailto:james.winton@shawgrp.com">james.winton@shawgrp.com</a>
Rich Prann	Shaw Environmental	610-742-2229	<a href="mailto:rich.prann@shawgrp.com">rich.prann@shawgrp.com</a>
Michelle Klomp		Matrix Environmental	256-847-0780
	<a href="mailto:michelle_klomp@matrixdesigngroup.com">michelle_klomp@matrixdesigngroup.com</a>		
David Smith	Smith/Associates	918-625-9024	<a href="mailto:CorpPsych@aol.com">CorpPsych@aol.com</a>

## 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  
MAY 13-15, 2008

**Tuesday, May 13<sup>th</sup>**

1:00 – 1:30	Check in/finalize meeting minutes	Shaw
1:30 – 2:30	SEEM Model	Mark Johnson
2:30 – 5:00	Chocolocco Corridor Ranges RI – Response to Comments	Shaw

**Wednesday May 14<sup>th</sup>**

8:00 – 12:00	Chocolocco Corridor Ranges RI – Response to Comments (con't)	Shaw
12:00 – 1:15	Lunch	
1:15 – 2:00	OA-03 (Pistol Range) XRF Results	Shaw
2:00 – 5:00	Partnering	David Smith

**Thursday, May 15<sup>th</sup>**

8:00 – 10:00	Chocolocco Corridor Ranges PF/SD – Response to EPA Comments	Shaw
10:00 – 11:30	T-24A PF/SD – EPA Comments	Shaw
11:30 – 12:00	Meeting Reflections/Schedule Next Meeting	David Smith/Group

Breaks as needed

ATTACHMENT D  
MEETING SUMMARY  
With  
ACTION ITEMS

*Next BCT Meeting:* August 12-14, 2008

*Primary Agenda:* See Item #9

*Meeting Summary for May 13-14, 2008:*

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

Finalize Agenda and Minutes – The team approved the November 2007 meeting minutes without changes.

Action Items – The team reviewed the action items. The updated list is provided herein.

Document Status Tracking – The latest version of the document status tracking spreadsheet was provided at the meeting. Bold entries are priority.

**SEEM Model**

Mark Johnson gave a presentation on the results of the Spatially Explicit Exposure Model (SEEM) using data from the Bains Gap Road Ranges and a Known Distance Range at Aberdeen Proving Ground. This model evaluates risks to songbirds from contaminant exposure over various habitat types and contaminant concentrations. This model is an alternative to the traditional deterministic method of ecological risk assessment.

**Choccolocco Corridor Ranges RI – EPA Comments**

The team discussed responses to EPA's comments on the draft RI report. All responses were acceptable to EPA.

**OA-03 Pistol Range**

Troy gave a summary of the results of the XRF sampling conducted at OA-03, a former pistol range identified during the Range Crosswalk effort. This site lies on JPA property along the western edge of the T-38 area of investigation. The sampling results indicate that soil at this site is contaminated with lead and other metals associated with small arms ammunition.

## **Chocolocco Corridor Ranges RI – ADEM Comments**

The team discussed ADEM's evaluations of outstanding comments on the draft RI report.

- General Comment (GC) #3 – will address the detection limit issue in the uncertainty sections of the risk assessments.
- GC #4 – response appears to be acceptable based on ADEM evaluation.
- GC #8 – same as GC #3 above.
- Specific Comment (SC) #6 – need to address 5% question in response to evaluation.
- SC #7 – it has been the convention on the FTMC project since its inception 11 years ago to include only the regular field samples in the nature and extent section and risk assessments. Field duplicate samples are for QC/data validation purposes only. No change to this convention will be made.
- SC #8 – same as Appendix I comment #1 below.
- SC #9-15 – same as GC #3 above.
- SC#16 & 17 – same as SC#7 above.
- SC#18 – same as GC#3 above.
- SC#19 – same as SC#7 above.
- SC#20 – same as GC#3 above.
- SC#24 – with regard to travel times, will add text indicating that metals of potential concern were not detected in groundwater.
- SC#25 – will remove the text in question per the evaluation.
- SC#26 – will expand response per evaluation.
- SC#30 – same as Appendix I comment #1 below.
- SC#40 – response appears to be acceptable based on ADEM evaluation.
- Appendix G Comment #1 - response appears to be acceptable based on ADEM evaluation.
- Appendix G Comment #2 – will clarify how “U” and “B” qualifiers were used in

report.

- Appendix H Comment #3 - response appears to be acceptable based on ADEM evaluation. Will add EPA's rationale for p-level = 0.2 to report.
- Appendix H Comment #5 - the Army will provide additional information in response to ADEM's evaluation regarding sample sizes used in the Wilcoxon Rank Sum test.
- Appendix H Comment #7 - response appears to be acceptable based on ADEM evaluation. Will add EPA's rationale for p-level = 0.2 to report.
- Appendix H Comment #8 – same as #5 above.
- Appendix H Comment #10 - response appears to be acceptable based on ADEM evaluation. Will add EPA's rationale for p-level = 0.2 to report.
- Appendix H Comment #11 - response appears to be acceptable based on ADEM evaluation. Will add EPA's rationale for p-level = 0.2 to report.
- Appendix I Comment #1 – the cleanup level for child recreational site user is unresolved. Army recommended using EPA's acute criterion level of 6,500 mg/kg whereas ADEM wants a cleanup value of 2,144 mg/kg. However, this is probably a moot point because the ecological cleanup value will likely be lower than either of these values. An ecological cleanup value of 880 mg/kg was suggested during the meeting and will be discussed further in the coming weeks and months.

### **Chocolocco Corridor Ranges PF/SD – EPA Comments**

The team discussed responses to EPA's comments on the draft problem formulation/study design (PF/SD). All responses were acceptable to EPA.

Still need ADEM's comments on the PF/SD, which are expected by the end of May. Will incorporate comments and send the PF/SD as a final. Plan to begin field work in August 2008.

### **Ranges Near Training Area T-24A PF/SD – EPA Comments**

The team discussed responses to EPA's comments on the draft problem formulation/study design (PF/SD). All responses were acceptable to EPA.

Still need ADEM's comments on the PF/SD, which are expected by the end of May. Will incorporate comments and send the PF/SD as a final. Plan to begin field work in August 2008.

## Parking Lot

The team discussed upcoming documents and scheduling for several sites:

Range 20 – Army is in process of issuing RFP for MEC clearance and lead-contaminated soil removal action. Anticipated dates are summarized below:

- MEC contract award - August 2008.
- MEC removal completed in early 2009
- Lead removal contract award – June 2008
- Lead removal work plan in July 2008
- Lead removal field work in Feb/Mar 2009 following MEC clearance
- Lead removal report in May 2009.

The project team still needs to agree on ecological cleanup value for lead. A value of 880 mg/kg was suggested but this issue will be further discussed and hopefully resolved in the next few months.

## Iron Mountain Road Ranges

- Draft-final RI report – 5/23/08
- Regulatory comments due on draft-final report – 7/31/08
- Response to comments complete – 8/31/08
- Final RI report – 9/30/08.

## Bains Gap Road Ranges

- Draft-final RI report – 6/20/08
- Regulatory comments due on draft-final report – 8/20/08
- Response to comments complete – 9/20/08
- Conference call to discuss comment responses – 10/1/08 @ 9:00 CST
- Final RI report – 10/31/08.

## Chocolocco Corridor Ranges

- Final BERA PF/SD – 6/30/08
- Regulatory concurrence on final PF/SD – 7/15/08
- Mobe BERA fieldwork – 8/1/08
- BERA fieldwork complete – 8/31/08
- Draft-final RI including BERA – 2/28/09
- Regulatory comments due on draft-final RI – 4/28/09
- Response to comments complete – 5/28/09
- Final RI report – 6/30/09.

## T-24A Ranges

- Final BERA PF/SD – 6/30/08
- Regulatory concurrence on final PF/SD – 7/15/08
- Mobe BERA fieldwork – 8/1/08
- BERA fieldwork complete – 8/31/08
- Draft-final RI including BERA – 3/31/09
- Regulatory comments due on draft-final RI – 5/31/09
- Response to comments complete – 6/30/09
- Final RI report – 7/31/09.

**Partnering**

David S. conducted partnering session on “Behavior Styles” and “Five Conversations Every Team Should Have”.

Upcoming Meetings – the team tentatively scheduled the following meetings:

- August 12-14, 2008 @ Fort McClellan
- October 1, 2008 – conference call @ 9:00 CST to discuss BGR comment responses
- October 28-30, 2008 @ Fort McClellan
- December 2-4, 2008 @ Fort McClellan
- February 3-5, 2009 @ Orange Beach

**ACTION ITEMS**

<b>Item</b>	<b>Action</b>	<b>Responsibility</b>	<b>Due Date</b>	<b>Status</b>
1	Agree on ecological cleanup value for lead in soil	Project Team	12/31/08	In progress

ATTACHMENT E  
FACILITATOR NOTES AND OBSERVATIONS

**Facilitator's Report:**  
***Team: Fort McClellan Tier I***

1. **Meeting Location:** Ft McClellan
2. **Dates:** May 13-15, 2008
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:** 14 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. The team was particularly successful in constructing a schedule and time line for accomplishment of outstanding RI's and associated documents.
9. **Partnering Performance and Training:**  
The meeting tone was again businesslike and cordial. Conversations were **issue** driven with little or no apparent personal conflict.. A particularly welcome "bent for progress" was clearly evident and supported by all parties.  
  
Complex technical issues were addressed and implementation plans established.  
"Behavior Styles" based partnering training paired with "Five Conversations Every Team Should Have" was well received by the team members.
10. **Summary:**  
This meeting ran smoothly and evidenced continuing cooperative effort. A clear focus on goal accomplishment was evident. This was probably the most effective meeting I have seen with this team.

### **11. Recommendations:**

The Fort McClellan Tier I team must continue their format of **regularly scheduled meetings** with significant advanced notice and participant pre-meeting preparation. Pre-meeting review and **prompt comment submission** for relevant documents will be critical to keeping the process moving. Newly established **metrics** will serve the team well and the facilitation task should shift toward monitoring and encouraging their accomplishment.

### **13. Goals/Plans/Actions for Next Meeting:.**

Continue current processes. Advance notice and preparation for items on critical path. Partnering training focusing on part one of “Five Conversations Every Team Should Have” is planned for the next meeting.

### **12. Next meeting dates**

12-14 August, 2008

28-30 October, 2008

02-04 December, 2008

03-05 February, 2009