

Lifecycle Report Project Managers Meeting
May 26, 2016
Federal Building, PACE
Meeting Minutes

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Distribution:

G.A. Jones	DOE-RL	A7-27
S.M Ortiz	DOE-RL	A7-27
T.W. Fletcher	DOE-ORP	H6-60
B.J. Harp	DOE-ORP	H6-60
M.J. Brown	Ecology	H0-57
J.B. Price	Ecology	H0-57
R.R. Skinnarland	Ecology	H0-57
D.R. Einan	EPA	A3-46
D.A. Faulk	EPA	A3-46
K.R. Moser	MSA	A3-07
R.D. Potter	MSA	A3-07
C.P. Noonan	MSA	A3-01

ADMINISTRATIVE RECORD – Heather Childers: H6-08

Please send comments on Meeting Minutes to Shannon Ortiz (shannon.ortiz@rl.doe.gov) or Ken Moser (kenneth_moser@rl.gov)



SECRET

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The undersigned indicate by their signatures that these meeting minutes reflect the actual occurrences of the May 26, 2016 Lifecycle Report Project Managers Meeting.

Shannon Ortiz

Shannon Ortiz, Project Manager
U.S. Department of Energy, Richland Operations Office

9-1-16

Date

Melinda Brown

Melinda Brown, Project Manager
Washington State Department of Ecology

09-01-2016

Date

David Einan

David Einan, Project Manager
U.S. Environmental Protection Agency

1 Sep 16

Date



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1.0 Administrative Items

The list of attendees for the May 26, 2016 Lifecycle Report Project Managers Meeting (PMM) is provided as Attachment A. Action items were reviewed during the PMM and current status is summarized in Attachment B. Any items that were agreed to be entered in the Administrative Record are listed in Attachment C.

Approval of Previous Meeting Minutes:

Meeting minutes from the March 15, 2016 PMM were signed by the M-036-01 Project Managers; Shannon Ortiz from RL, Melinda Brown from Ecology and David Einan from EPA.

Upcoming Meetings:

The next M-036-01 quarterly milestone review meeting is scheduled for June 16, 2016. The next Lifecycle Report Project Managers Meeting will be scheduled for September 1, 2016.

Attachments:

- Attachment A – List of Attendees
- Attachment B – Action Tracking List
- Attachment C – Administrative Record Items

2.0 Review of Lifecycle Report Status

Status of the 2016 Lifecycle Report:

Ecology submitted feedback on the 2016 Lifecycle Report on April 15, 2016. RL prepared draft dispositions to this feedback, but the review was tabled so that Ecology can complete their review of the dispositions.

TPA Change Notice M-36-16-01:

This would change the M-036-01 due date from annual to every five years, or earlier if there is a significant baseline change. Ecology noted that the draft change notice was still being reviewed by their legal counsel.

2017 Lifecycle Report Development:

At the March 17, 2016 Lifecycle Report Quarterly Milestone Review meeting, Ecology was willing to forego the 2017 Lifecycle Report since RL noted there would not be sufficient time to incorporate the changes that Ecology requested at the March 15, 2016 Lifecycle Report PMM. At today's PMM, Ecology stated that they would sign a TPA change notice to remove submittal of the 2017 Lifecycle Report from the milestone, however RL would like that addressed in TPA Change Notice M-36-16-01.

3.0 Action Items

The Project Managers reviewed the Action Tracking List in Attachment B. No new actions were added.

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ATTACHMENT B – ACTION TRACKING LIST

This Action Tracking List is current as of May 26, 2016. No new actions were added at the Project Managers Meeting.

Action No.	Actionee	Action Description	Date Opened	Date Closed	Status Notes

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ATTACHMENT C – ADMINISTRATIVE RECORD ITEMS

The following documents were identified to be entered into the Administrative Record:

- March 15, 2016, Lifecycle Report Project Managers Meeting minutes.