

Meeting Minutes Transmittal

PNL NON-OPERATIONAL UNITS
 Project Managers Meeting
 337 Building, Room Mt. Rainier, 3rd Floor
 Richland, Washington

December 7, 1995
 2:30 p.m. to 3:30 p.m.

The undersigned indicate by their signatures that these meeting minutes reflect the actual occurrences of the above dated Unit Managers Meeting.

Charles R. Delannoy Date: 1/11/96
 Charles R. Delannoy, Project Manager, RL

Jeanne J. Wallace Date: 1/11/96
 Jeanne J. Wallace, Project Manager, Washington State Department of Ecology

PNL Non-Operational Units, PNL Concurrence

Michael H. Schlender Date: 1/11/96
 Michael H. Schlender, Contractor Representative, PNL

Purpose: Discuss Closure Process

Meeting Minutes are attached. The minutes are comprised of the following:
 Attachment 1 - Agenda
 Attachment 2 - Summary of Discussion and Commitments/Agreements
 Attachment 3 - Attendance List
 Attachment 4 - Action Items



ATTACHMENT 1

PNL NON-OPERATIONAL UNITS
Project Managers Meeting
Mt Rainier-337 Building, 3rd Floor
Richland, Washington

December 7, 1995
2:30 p.m. to 3:30 p.m.

Agenda

1. Approval of past meeting minutes (Ecology/RL/PNL)
2. Status of Procedural Closure Requests Review for the Thermal and Physical/Chemical Treatment Test Facilities (Ecology/RL/PNL)
3. Schedule and Status of PNL Internal Procedural Closure Package for Biological Treatment Test Facilities (RL/PNL)
4. Results of October 25th Ecology Part A field visit (Ecology/RL/PNL)
5. Status Action Items (Ecology/RL/PNL)

- Old Action Items

10-18-95:1 RL to transmit documents to Administrative Record
ACTION: C. Delannoy (RL)

CLOSED: 11-29-95

10-18-95:5 Letter to Ecology summarizing understanding and agreement that no TPA revision is needed since submission of the Procedural Closure package will meet the intent of M-20-44 TPA Milestone Deliverable
ACTION: H. Tilden (PNL)
OPEN

11-08-95:1 Provide data package information for ISV test report to Ecology
ACTION: M. Schlender (PNL)

CLOSED: Hand delivered 11-18-95

11-08-95:2 Provide Ecology with report describing the current layout and status of the ISV test site, highlighting the differences between the description in the Part A, Form 3 and the site as it currently exists
ACTION: M. Schlender (PNL)

OPEN

- New Action Items

6. General Discussion (Ecology/RL/PNL)
7. Next Unit Managers Meeting (Ecology/RL/PNL)
 - Proposed January 17, 1995 date
 - Proposed topics

ATTACHMENT 2

PNL NON-OPERATIONAL UNITS
Project Managers Meeting
Mt Rainier-337 Building, 3rd Floor
Richland, Washington

December 7, 1995
2:30 p.m. to 3:30 p.m.

SUMMARY OF DISCUSSION AND COMMITMENTS/AGREEMENTS

1. Approval of past meeting minutes: The minutes of the November 8, 1995 PMM were reviewed and approved by Ecology and RL Project Managers.
2. Status of Procedural Closure Requests Review for the Thermal and Physical/Chemical Treatment Test Facilities: J. Wallace, Ecology, provided two copies of the final comments. She would like a responsive summary or table to wrap things up and move forward toward finalizing these two certifications.

M. Schlender, PNNL, stated for informational purposes that the Biological Certification Package had incorporated and address some of the issues.

Ecology/RL/PNNL agreed to share DRAFT comments and J. Wallace, Ecology, will tell RL/PNNL if they are on the mark or not. B. Delannoy, RL, suggested exchanging this information directly with Ecology via cc:mail as long as it is clearly editorial in nature or essentially requests for clarification of information. Anything with potential resource commitment is to go through RL first.

M. Schlender, PNNL, stated that the information J. Yokel, Ecology, had requested on the Thermal Procedural Closure had been provided except for the physical layout description.
3. Schedule and Status of PNL Internal Procedural Closure Package for Biological Treatment Test Facilities: M. Schlender indicated the package was in PNNL internal concurrence and anticipated transmittal to RL during the week ending December 15, 1995. B. Delannoy, RL, anticipates the December 31, 1995 milestone will be met with transmittal to Ecology the last week of December.
4. Results of October 25th Ecology Part A field visit: M. Schlender, PNNL, didn't read where there was anything to follow-up except perhaps a follow-up inspection may be warranted later. J. Wallace, Ecology, said she would need to defer looking at the information until she was finished with the first two certifications.
5. Status Action Items-

- Old Action Items:

10-18-95:1 RL to transmit documents to Administrative Record
ACTION: C. Delannoy (RL)
CLOSED: 11-29-95

10-18-95:5 Letter to Ecology summarizing understanding and agreement that no TPA revision is needed since submission of the Procedural Closure package will meet the intent of M-20-44 TPA Milestone Deliverable
ACTION: H. Tilden (PNL)

OPEN

11-08-95:1 Provide data package information for ISV test report
to Ecology
ACTION: M. Schlender (PNL)

CLOSED: Hand delivered 11-18-95

11-08-95:2 Provide Ecology with report describing the current
layout and status of the ISV test site, highlighting
the differences between the description in the Part A,
Form 3 and the site as it currently exists
ACTION: M. Schlender (PNL)

OPEN

- New Action Items:

Ecology/RL/PNNL agreed to move this item after the "General Discussion" section of the meeting.

Response Summary for the Thermal and Physical/Chemical assigned to M. Schlender and D. Lutter, PNNL, for next PMM or before.

6. General Discussion: J. Wallace, Ecology, reminded everyone that the responsiveness summary should be submitted as soon as possible.

M. Schlender, PNNL, asked if we were in the public comment period. J. Wallace, Ecology, stated that it hadn't started yet and it is difficult to tell how much public interest there will be.

D. Lutter, PNNL, asked if target completion dates should be reviewed.

B. Delannoy, RL, and H. Tilden, PNNL, gave a projected date of December 15, 1995 for transmittal of the letter to Ecology summarizing the understanding and agreement that no TPA revision is needed since the submission of the Procedural Closure package will meet the intent of M-20-44 TPA Milestone deliverable.

M. Schlender, PNNL, projected the ISV site description could be ready by December 15th.

M. Schlender, PNNL, could not commit to a date on the response summary for the Thermal and Physical/Chemical Units. An integrated schedule would be provided at the next PMM. J. Wallace, Ecology, requested a status update on the response summary by December 14th.

7. Next Unit Managers Meeting:

- Proposed January 17, 1995 date:
Date changed to January 11, 1996 and the PMMs will then be moved to the first Thursday of each month.
- Proposed topics: None

Attachment 4

PNL NON-OPERATIONAL UNITS
Unit Managers Meeting
337 Building, Room Mt. Rainier, 3rd Floor
Richland, Washington

December 7, 1995
2:00 p.m. to 3:30 p.m.

Action Items

| <u>Action Item #</u> | <u>Description</u> |
|----------------------|---|
| 10-18-95:1 | RL to transmit documents to Administrative Record. ACTION: C. Delannoy (RL) CLOSED: 11-29-95 |
| 10-18-92:2 | NOD Table for tracking questions/clarifications. ACTION: D. Lutter (PNNL) CLOSED: 11-27-95 |
| 10-18-95:5 | Letter to Ecology summarizing understanding and agreement that no TPA revision is needed since submission of the Procedural Closure package will meet the intent of M-20-44 TPA Milestone Deliverable. ACTION: H. Tilden (PNNL) OPEN |
| 11-08-95:2 | Provide Ecology with a report describing the current layout and status of the ISV test site, highlighting the differences between the description in Part A, Form 3 and the site as it currently exists. ACTION: M. Schlender (PNNL) OPEN |
| 12-07-95:1 | Completion of Response Summary for the Thermal and Physical/Chemical Treatment Units. ACTION: M. Schlender, H. Tilden, and D. Lutter (PNNL) OPEN |
| 12-07-95:2 | Preparation of an integrated schedule of project activities. ACTION: M. Schlender (PNNL) OPEN |

Distribution:

| | | |
|-----------------|---------|-------|
| M. A. Barnard | RL | L4-40 |
| R. C. Bowman | WHC | H6-24 |
| R. M. Carosino | RL | A4-52 |
| C. E. Clark | RL | A5-15 |
| B. J. Day | PNL | P7-79 |
| C. R. Delannoy | RL | A5-15 |
| G. D. Hendricks | GSSC | B1-42 |
| G. H. Fess | PNL | P7-79 |
| D. K. Lutter | PNL | P7-79 |
| S. M. Price | WHC | H6-23 |
| M. H. Schlender | PNL | K6-25 |
| H. T. Tilden II | PNL | P7-68 |
| J. J. Wallace | Ecology | B5-18 |
| RCRA Files | WHC | H6-24 |

ADMINISTRATIVE RECORD (Two Copies): PNL Non-Operational Units, T-X-1, T-X-2, and T-X-3 [Care of EPIC, WHC (H6-08)]

Washington State Department of Ecology Nuclear and Mixed Waste Hanford Files, P.O. Box 47600, Olympia, Washington 98504-7600

Please send comments on distribution list to D. K. Lutter (P7-79), (509) 376-5631.