

WASTE MANAGEMENT PROJECT/PNNL FACILITIES PROJECT MEETING
Ecology Office, Conference Room 8
Kennewick, Washington

November 16, 2001
8:30 p.m. to 9:00 p.m.

Distribution:

T. L. Aldridge	RL	K8-50
M. Anderson-Moore	Ecology	B5-18
J. V. Stangeland	PNNL	K9-26
E. L. Grohs	PNNL	P7-57
A. K. Ikenberry	PNNL	P7-79
J. D. Jacobsen	PNNL	P8-34
D. K. Lutter	PNNL	P8-34
K. A. Poston	PNNL	P7-79
F. Jamison	Ecology	B5-18
H. T. Tilden	PNNL	P7-57
G. A. Williams	RL	A5-15
W. J. Bjorklund	PNNL	K3-75
RCRA Files	PHMC	N1-25

ADMINISTRATIVE RECORD (Two Copies for Record):

300 Area Projects, H-0-7
325 Hazardous Waste Treatment Units, T-3-4
305-B, S-3-2
[Care of EDMC, LMSI (H6-08)]

Please send comments/changes on distribution list to:
DK Lutter, delores.lutter@pnl.gov, (P8-34), (509) 376-5631

RECEIVED
FEB 05 2002
EDMC

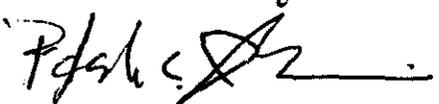
Meeting Minutes Transmittal

WASTE MANAGEMENT PROJECT/PNNL FACILITIES PROJECT MEETING
Ecology Office, Conference Room 8
Kennewick, Washington

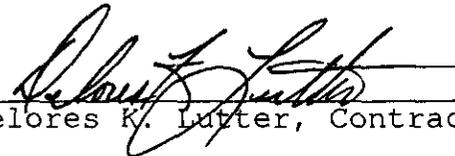
November 16, 2001
8:30 p.m. to 9:00 p.m.

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

 Date: 1-24-02
Theresa L. Aldridge, Project Manager, RL

 Date: 01-24-02
Frederick Jamison, 300 Area Project Manager, Washington State
Department of Ecology

Waste Management Project /PNNL Facilities Project Meeting, PNNL
Concurrence

 Date: 12/20/01
Delores K. Lutter, Contractor Representative, PNNL

Purpose: Discuss Permitting 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 - FY 2001 Performance Summary through August 2001
- Attachment 5 - Agenda Items History

Attachment 1

Waste Management Project/PNNL Facilities Project Meeting
Ecology Office, Conference Room 8
Kennewick, Washington

November 16, 2001
8:30 a.m. to 9:00 a.m.

AGENDA

1. Approval of past minutes. (Ecology/DOE-RL/PNNL)
2. Efficiency Issues (Ecology/DOE-RL) (T. Aldridge, DOE-RL)
3. General Discussion (Ecology/DOE-RL/PNNL)
 - 305-B & 325 HWTUs Quarterly Permit Modifications (T. Aldridge/DOE-RL, E. Grohs/PNNL)
 - Class 2 Permit Modification for 325 HWTUs (T. Aldridge/DOE-RL, E. Grohs/J. Jacobsen/PNNL)
 - RLWS Status (T. Aldridge, DOE-RL)
 - Legacy Waste Status (T. Aldridge/DOE-RL, W. Bjorklund/PNNL)
 - Standing Agenda Items (T. Aldridge/DOE-RL)
 - Building Emergency Procedure (BEP) posting proposal (T. Aldridge/DOE-RL, H. Tilden/PNNL)
4. Action Items (Ecology/DOE-RL/PNNL)
5. Budget Status (J. Stangeland, PNNL)
6. Set Next Project Managers Meeting (Ecology/DOE-RL/PNNL)
 - December 20, 2001
 - Federal Building, Room 249
 - Richland, Washington
 - 3:00 - 3:30 p.m.

Proposed topics may be submitted to D. K. Lutter, e-mail delores.lutter@pnl.gov,
(Work) 376-5631, (Fax) 373-5744.

Attachment 2

Waste Management Project/PNNL Facilities Project Meeting
Ecology Office, Conference Room 8
Kennewick, Washington

November 16, 2001
8:30 a.m. to 9:00 a.m.

1. Approval of Past Minutes

The October 19, 2001 Project Manager Meeting (PMM) minutes were approved.

2. Efficiency Issues

T. Aldridge (DOE-RL) distributed a handout (Attachment 5) describing the history of the agenda for the PMMs. A brief discussion was held regarding agenda items. It was agreed to provide a quarterly status of the budget, with the caveat that a status will be provided if there is a significant change in the budget. F. Jamison (Ecology) will e-mail RL and PNNL the format used in other PMMs.

3. General Discussion

- 305-B & 325 HWTUs Quarterly Permit Modifications

E. Grohs (PNNL) reported that modifications to the 305-B Part A, Form 3, and the Waste Analysis Plan (WAP) will be submitted to Ecology on January 10, 2002. Revisions to the Part A will include: changes in the chronological order in section 1; the deletion of 37 old waste codes that are no longer in the regulations; the addition of 39 new waste codes; adjustment of the estimated yearly volumes of five other waste codes, which will not increase in the actual capacity units so the volumes will still fall under Class 1 modification criteria. The WAP has been revised using the new EPA guidelines, and the parameters and analysis methods were clarified.

G. Grohs (PNNL) asked if Ecology received the Chapter 8's for review. M. Anderson-Moore (Ecology) indicated the Chapter 8's had just been received, and will be reviewed over the next week.

- Class 2 Permit Modification for 325 HWTUs

G. Grohs (PNNL) stated that the 325 Class 2 modifications would be submitted in late December 2001 or early January 2001. The modifications will include the Part A and Chapters 1 through 12.

- RLWS Status

T. Aldridge (DOE-RL) reported that a recommendation regarding the ALARA (As Low As Reasonably Achievable) assessment to determine the feasibility of using the LR-56 and 204-AR tanks associated with the Radioactive Liquid Waste System (RLWS) will not be

- Legacy Waste Status

Shelly Grohs (PNNL) provided an update on the legacy waste status. Seven drums of special case waste were shipped out of 325 on September 15, 2001. In December 2001 five more drums will be packaged and repackaged. The current plan is to ship them out in December as long as the temperature remains above 30 degrees per the SARP. That shipment would close out TPA Milestone 92-16 and puts PNNL ahead of the 2005 schedule.

- Standing Agenda Items

This topic was addressed under efficiency issues (agenda item No. 2).

- Building Emergency Procedure (BEP) posting proposal

H. Tilden (PNNL) reported that he and M. Anderson-Moore discussed the proposed posting of the BEPs, and Ecology is still reviewing the proposal. M. Anderson-Moore stated Ecology's concern is that the BEP posting be maintained uniformly across the site. T. Aldridge responded that she would ensure RL is coordinating with PNNL on this issue.

H. Tilden reported that due to heightened security regarding sensitive information about Hanford facilities, certain information is being withdrawn from the Internet and being reposted on the Hanford Intranet, which Ecology has some access to.

4. Action Items

M. Anderson-Moore (Ecology) inquired about the status of two occurrence reports regarding worker contamination. T. Aldridge (DOE-RL) took an action to provide a report on the occurrences at the next PMM. The Occurrence Reports are: Occurrence Report for 325 contaminated gloves, RL-PNNL-PNNLNUCL-2001-0018; and Occurrence Report 306W, RL-PNNL-PNNLBOPER-2001-0014.
OPEN

5. Budget Status

J. Stangeland (PNNL) provided a handout of the PNNL FY 2001 performance summary through October 2001 (Attachment No.), which reflects the start of fiscal year 2002. With the beginning of every fiscal year there are start-up issues, which result in large cost and schedule variances. The target funding of 20 million dollars has not yet been authorized, and a baseline change request is in process to allow work to progress against that baseline. Funding authorization for the facilities should be received within a month.

6. Set Next Meeting Date

December 20, 2001, at 3:00 p.m.
Federal Building/Room 249 in Richland, Washington.
Proposed topics may be submitted to D.K. Lutter, e-mail delores.lutter@pnl.gov, 376-5631, 376-6663 (fax).

Attachment 4

**Waste Management Project/PNNL Facilities Project Managers Meeting
Ecology Office, Conference Room 8
Kennewick, Washington**

**November 16, 2001
8:30 p.m. to 9:00 p.m.**

**PNNL WMOC Program
FY 2002 Performance Summary
Thru October 2001**

11/15/2001

Subactivity	Type	SubAcct	Expected Authorized Funds	Incremental Authorized Funds	BAC	BCWS FYTD	BCWP FYTD	ACWP FYTD	CV FYTD	CV %	SV FYTD	SV %
RLST01 Reserve	OP/CE	12243AB	0	0	0	0	0	0	0		0	
RL-SS01-1 RPL S&M	OP	22547	5,059,000	323,500	5,059,000	323,500	236,400	158,800	77,600	33	-87,100	-27
RL-SS01-2 Waste Operations -Current Generation	OP	31355/ 17629	4,066,000	372,500	4,066,000	372,500	262,600	209,500	53,100	41	-109,900	-60
RL-SS01-2 Waste Operations - Hazardous & Misc Waste	OP	31355	2,218,000	209,600	2,218,000	209,600	158,400	127,300	31,100	20	-51,200	-24
RL-SS01-2 Waste Operations - Rad Waste & Material Transportation	OP	17629	1,848,000	162,900	1,848,000	162,900	104,200	82,200	22,000	21	-58,700	-36
RL-SS01-3 Effluent Management	OP	19173	2,511,000	222,200	2,511,000	222,200	154,400	117,200	37,200	24	-67,800	-31
RL-SS01-4 Environmental Compliance Technical Support Services	OP	26165	1,745,000	131,800	1,745,000	131,800	110,500	75,700	34,800	31	-21,300	-16
RL-SS01-5 WM Operations Compliance PM	OP	19958	942,000	71,400	942,000	71,400	70,500	35,331	35,169	50	-900	-1
RL-SS01-6 S&M Misc Facilities	OP	18698	1,469,000	0	1,469,000	21,000	4,600	1,200	3,400	74	-16,400	-78
RL-SS01-6 Waste Management - Legacy Waste	OP	28029	4,252,000	260,300	4,252,000	260,300	42,900	55,300	-12,400	-29	-217,400	-84
Operating Total			20,044,000	1,381,700	20,044,000	1,402,700	881,900	653,031	228,869	26	-520,800	-37
RLWS (FY 2001 only)	GPP	24277A 24278A	0	0	0	0	0	0	0	0	0	0
Total			20,044,000	1,381,700	20,044,000	1,402,700	881,900	653,031	228,869	26	-520,800	-37
WMOC Program Total			20,044,000	1,381,700	20,044,000	1,402,700	881,900	653,031	228,869	26	-520,800	-37

CPI (p) = 0.74
 CPI (e) = 1.35
 SPI (e) = 0.63
 Program Completed % = 3.26%

how much one planned dollar actually costs
 > 1 = under costs; < 1 = over costs
 > 1 = ahead of schedule; < 1 = behind schedule

Attachment 5

**Waste Management Project/PNNL Facilities Project Managers Meeting
Ecology Office, Conference Room 8
Kennewick, Washington**

**November 16, 2001
8:30 a.m. – 9:00 a.m.**

DON'T SAY IT --- Write It!DATE October 19, 2001TO TL AldridgeFROM Harold Tilden01-117

During the Waste Management Project – PNNL Facilities Project Managers Meeting (PMM) this morning, you indicated it would be useful to the Project Managers to have a brief summary of why various agenda items appear on a recurring basis. I have checked several files and come up with the following.

1. **Approval of Past Minutes:** Has been a standing agenda item since the beginning of PMMs. Circulating the originals of the PMM minutes for signatures between the agencies was considered to be impractical. Hence it was agreed early on that the minutes would simply be signed at the ensuing PMM, with distribution to occur after that meeting.
2. **Efficiency Issues:** This standing item was added to PMM agendas in mid-1996 after the Tri-Parties identified an Efficiency Issue Resolution Process (EIRP). An RL memo dated 7/9/96 states, "Each project must have a regular agenda item that addresses efficiency concerns as part of its regular monthly project review." This requirement was passed to contractors on a July 22, 1996 memo from John Wagoner and to Ecology staff on a July 29, 1996 memo from Mike Wilson. I am not aware whether other PMMs currently utilize this process on a standing agenda item basis.
3. **General Discussion:** This heading has been used for two purposes over the years, but has always appeared on the agenda. In its current usage, it is used as the heading for the discussion items on the agenda. In the past, it was used as a "catch-all" heading for discussion topics of interest to the parties that may have been unrelated to the unit(s) being discussed at the PMM.
4. **Action Items:** Has been a standing agenda item since the beginning of PMMs. Helps assure that actions agreed to during the meetings are carried out expeditiously on the agreed-upon schedule.
5. **Budget Status:** Was added to PNNL units' agendas in the 1995 time frame, when Jeanne Wallace became Ecology's Project Manager for PNNL facilities. The Tri-Party Agreement (TPA) contains a requirement (Section 11.4) that DOE Multi Year Work Plans (MYWPs) be consistent with the TPA. Jeanne regularly reviewed the MYWPs to assure that sufficient funding was provided for the requirements of the TPA relevant to the project, a practice that subsequent Ecology project managers have continued to the present. The monthly status was provided to assure that funding continued to flow from DOE to the contractors in order to perform all necessary work.
6. **Set Next PMM:** Has been a standing agenda item since the beginning of PMMs. Setting the next meeting date is often useful to do in person in order to accommodate travel schedules between meetings, select meeting locations, etc. It is not possible for PNNL staff to see Ecology staff calendars on Outlook, so even with current tools an information exchange (either in person or by phone) is necessary to schedule the meetings.

I hope this information is useful.

cc: MY Anderson-Moore, FC Jamison, DK Lutter



"TO MAKE LIFE LAST, PUT SAFETY FIRST"

