

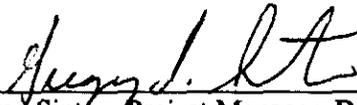
## Meeting Minutes – Approval

## M-026 LDR Report Project Manager Meeting Minutes

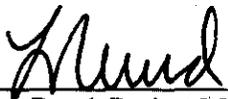
at  
 Federal Building, Conference Room 249  
 Richland, Washington  
 Meeting Held July 16, 2002  
 From 9:30 am to 11:30 am

**RECEIVED**  
 AUG 26 2002  
**EDMC**

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

  
 \_\_\_\_\_ Date: 8/20/02  
 Greg Sinton, Project Manager, DOE-RL

  
 \_\_\_\_\_ Date: 8/20/02  
 Woody Russell, Project Manager, DOE-ORP

  
 \_\_\_\_\_ Date: 8/20/02  
 Laura Ruud, Project Manager, Washington State Department of Ecology

## Contractor Concurrence

Not Present  
 \_\_\_\_\_ Date: \_\_\_\_\_  
 Richard Gurske, LDR Report Project Manager, FH

  
 \_\_\_\_\_ Date: 8/20/02  
 Anthony Miskho, LDR Report Coordinator, FH

**Purpose:** Discuss LDR Report related topics

The attached minutes are comprised of the following:

Attachment 1 - Meeting Agenda

Attachment 2 - Attendance List

Attachment 3 - Action Items

Attachment 4 - Workshop Schedule and Status

## **Attachment 1**

**M-026 LDR Report Project Manager Meeting Minutes  
at  
Federal Building, Conference Room 249  
Richland, Washington  
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From 9:30 am to 11:30 am**

### **Meeting Agenda**

**Agenda:**

1. Last month's meeting minutes
2. Discuss CY 2001 LDR Report comments responses from DOE
3. Commitments:
  - Tracking commitments contained in the LDR report
  - How to accomplish within year changes
  - How to accomplish year to year changes in the LDR report
4. Changes to TGDS/LSDS (did not discuss)
5. Revisit assessment schedule (did not discuss)
6. Recurrence requirements for storage assessments (did not discuss)
7. Next meeting (date and agenda)

**Attachment 2**

**M-026 LDR Report Project Manager Meeting Minutes  
at  
Federal Building, Conference Room 249  
Richland, Washington  
Meeting Held July 16, 2002  
From 9:30 am to 11:30 am**

**Attendance List**

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<b>Name</b>	<b>Organization</b>
J. Dawson	FH
M. F. Jarvis	DOE-RL
A. G. Miskho	FH
E. J. Murphy-Fitch	FH
P. A. Powell	CHG
T. Gardner-Clayson	DOE-ORP
L. E. Ruud	Ecology
G. L. Sinton	DOE-RL
H. T. Tilden	PNNL
D. M. Yasek	BHI

**Attachment 3**

**M-026 LDR Report Project Manager Meeting Minutes  
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From 9:30 am to 11:30 am**

**Summary of Commitments**

<b>Action #</b>	<b>Responsible Party</b>	<b>Description</b>	<b>Date Closed</b>
1	Ecology	Ecology to discuss dispute extension with Attorneys General office	1/9/2002
2	DOE	DOE to provide response to Ecology expectations	1/9/2002
3	DOE/Ecology	Discuss with respective legal counsels options for closing out the CY2000 LDR Report.	1/22/2002
4	DOE/Ecology	Small group to be formed and to finalize expectations	1/22/2002
5	DOE/Ecology	Small group to continue working on dispute resolution product	3/13/2002
6	DOE/Ecology	Set up next scheduled meeting sometime in May factoring the topics contained in Attachment 4 to March 2002 PMM	5/29/2002
7	DOE	Provide answers to Ecology's questions from Ecology review of CY2001 LDR Report	6/18/2002
8	Ecology	Ecology will provide comments on the CY2001 LDR report by June 14, 2002.	6/18/2002
9	DOE/Ecology	Mechanism to provide data gap plans and or assessment reports to Ecology (Note 1)	6/18/2002
10	DOE	Prepare draft responses to LDR report comments and e:mail them to Ecology prior to the next meeting	7/16/2002
11	DOE	Select representative data sheets and PMWT entries; extract information to be tracked and controlled via change notices. To be discussed at the next meeting.	7/16/2002

Action #	Responsible Party	Description	Date Closed
12*	DOE	Consider using forms to capture all changes that are not captured commitments in other TPA prescribed change control processes.	
13*	Ecology/DOE	Review and comment on draft LDR Report change form	

\*New = action item assigned at this meeting

Note 1: Mechanism to transmit documents – The following proposal was developed at the May 29, 2002 meeting and was finalized at the June 18, 2002 meeting: Storage assessments/data gap plans will be provided in the unit-specific project manager meeting and the LDR project manager meeting after they have been completed. The storage assessment/data gap plan will be attached to the meeting minutes. The data gap plan needs to be signed by someone from either DOE or contractor to indicate completeness. The level of signature is at the discretion of the DOE or the contractor.

**Attachment 4**

**M-026 LDR Report Project Manager Meeting Minutes  
at  
Federal Building, Conference Room 249  
Richland, Washington  
Meeting Held June 18, 2002  
From 9:30 am to 11:30 am**

**Workshop Schedule and Status**

Workshop Topics List	Not yet scheduled for discussion	Date discussions to start	Status of discussions (not yet started/ongoing/completed)
<u>From March 14, 2002 Resolution of Dispute</u>			
Changes to TGDS/LSDS		July 2002	not yet started
Consolidation of requirements documents and any other new agreements from workshops	X		not yet started
Tracking commitments contained in the LDR report		June 2002	ongoing
How to accomplish within year changes		June 2002	ongoing
How to accomplish year to year changes in LDR report		July 2002	ongoing
Revisit assessment schedule		July 2002	not yet started
Mechanism to transmit documents (e.g. datagap plan)		May 2002	completed
<u>From May 29, 2002 Project Manager Meeting</u>			
Recurrence requirements for storage assessments		July 2002	not yet started
Referencing specific milestones for milestone coverage	X		not yet started
Consistency/interface between WIDS and the PMWT	X		not yet started
Unknown characterization answer requirements	X		not yet started
PMWT as a catch all shield	X		not yet started
Should waste that meets LDR or is stored in accordance with the 268.50 storage prohibition be included in the report? (e.g., ERDF Direct Disposal)	X		not yet started
How much detail needed on description of facilities included in the LSDS.	X		not yet started

Distribution:

D. Bartus	EPA	B5-18
L. Bostic	BNI	H4-02
S. B. Cherry	FH	B3-15
T. W. Gardner-Clayson	DOE-ORP	H6-60
R. H. Gurske	FH	H8-73
J. B. Hebdon	DOE-RL	A5-58
R. M. Hiegel	DOE-RL	A6-38
M. F. Jarvis	DOE-RL	A5-58
D. B. Jensen	FH	N1-24
E. M. Mattlin	DOE-RL	A5-15
A. G. Miskho	FH	N1-26
C. H. Mulkey	CHG	R1-51
E. J. Murphy-Fitch	FH	A1-14
R. P. Ollero	BHI	H0-18
P. A. Powell	CHG	R1-51
J. E. Rasmussen	DOE-ORP	H6-60
W. Russell	DOE-ORP	H6-60
L. E. Ruud	Ecology	B5-18
G. H. Sanders	DOE-RL	A6-38
G. L. Sinton	DOE-RL	A6-38
R. R. Skinnarland	Ecology	B5-18
H. T. Tilden	PNNL	K3-75
B. D. Williamson	DOE-RL	A4-52
R. W. Wilson	Ecology	B5-18
D. M. Yasek	BHI	H0-02

ADMINISTRATIVE RECORD: M-026 LDR Report [Care of EDMC, LMSI (H6-08)]

Please send comments on distribution list to Anthony G. Miskho (376-7313).