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Natural Resource Trustee Council Meeting  
December 1-2, 2004  
Richland, Washington

Participants:

Dan Landeen, NPT  
Susan Hughs, ODOE  
Tom Stoops, ODOE  
Don Steffek, USFWS  
Steve Wisness, DOE-RL  
Jamie Zeisloft, DOE-RL  
Bryan Foley, DOE-RL  
Dana Ward, DOE-RL  
Ed Hiskes, DOE-RL  
Keith Klein, DOE-RL  
Shirley Olinger, DOE-RL  
Janice Ward, DOE-RL  
Jim Rasmussen, DOE-ORP  
Ken Gano, BHI  
Steve Weiss, BHI

Lauri Vigue, WDFW  
Doug Robison, WDFW  
Craig O'Connor, NOAA  
Mary Baker, NOAA  
Jay McConnaughey, YN  
Wade Riggsbee, YN  
Bryan Barry, YN (phone)  
Barbara Harper, CTUIR  
Rico Cruz, CTUIR  
Larry Gadbois, EPA  
Callie Ridolfi, Ridolfi Engineers (phone)  
Roy Bauer, FH  
Roger Dirkes, PNNL  
Ted Poston, PNNL

12/1/04

Welcome, Agenda & Previous Meeting Notes – Don Steffek

Don Steffek opened the meeting, welcomed attendees, and initiated introductions. The agenda was modified slightly to allow for related business items to be discussed consecutively.

Announcements - All

- New USGS report that may be of interest to the Trustees (USGS Scientific Investigation Report 2004-5154).
- Updated mailing list distributed. Trustees are to provide corrections/additions to Dana ASAP (ACTION #9)
- Discussed EPA action regarding contaminant discharges into the Columbia River by Canadian mining firm, a source of contaminants entering the Hanford Reach.
- Previous ACTION ITEMS list was reviewed. Dana Ward assigned responsibility to update and maintain the list. (ACTION #9)

Review Action Item List - All

The Action Items list from previous meetings was reviewed and updated. Additional action items were added as the December meeting progressed. See ACTION ITEMS list at end of these meeting notes.

Meeting Minutes - All

September meeting minutes were distributed for approval, however, approval was delayed pending completion of Trustee reviews of final minutes.

- Trustee comments due to Dana Ward by 12/16/04 (ACTION #20)

It was suggested that the minutes be kept “real time” and approved at the end of each meeting to avoid the long delays in approval process – the minutes are now too late to be effective (ACTION #33). Purpose of minutes is to document decisions and agreements and track action items. Don S. suggested it would be adequate if draft minutes were made available to Trustees within a week of the meetings, Steve W. suggested they be approved at the end of the meeting, or topic by topic, to avoid rehash of old business during the next meeting and delays in approval of the minutes. Agreed to conduct “trial run” during the next meeting, contingent on resources being available.

- Dana W. to distribute December meeting minutes by 12/10/04 (ACTION #21)
- Trustees to provide comments back to Dana by 12/24/04 (ACTION #21)

Resolution 04-02 – Steve Wisness

Following an informal approval of the agreement language during the September meeting in Lowell, Idaho and subsequent distribution of Resolution 04-02, additional concerns were expressed and new drafts of the agreement were presented and discussed. Significant changes were suggested and Don S. took an action to draft new agreement language and distribute back to the Trustees for review and comment (ACTION #12).

Funding Proposal – Don Steffek

The Trustees presented a revised proposal for supplemental funding support that covered 4 activities. After much discussion, suggested changes, consideration of alternative approaches, and the determination that additional detail was needed and it was agreed that Don S. would put the revised proposal to paper for further review (ACTION #14):

<u>Item</u>	<u>FY05</u>	<u>FY06</u>
1a.) technical assistance (ERA)	\$835K	\$1M
1b.) develop bibliographic matrix/crosswalk,*	\$700K	\$700K
1c.) initiate injury integration,	\$580K	\$1M
2.) data gap studies needed	--	\$5-7M**

\*proposed contract with Ridolfi Engineers    \*\* dependent on ERA activities

There was agreement on the scope defined being useful and reserved agreement on the content of the tasks although it was clear that additional detail on the content of each is necessary prior to any commitments being made. RL needs to assure that there would be accountability on any activity performed and that funding would have to be clearly traceable. Funding proposal costs are higher than anticipated by RL and formal change control protocols would be necessary to redirect dollars to this activity. The group agreed to continue to pursue the proposal and better define appropriate funding mechanisms, as well as include it in the scheduled meeting with Keith Klein on 12/2/04.

## Preparation for Keith Klein Meeting - All

Agreed to discuss:

- 3 point agreement
- Trustee funding proposal
- MOA refinement
- Senior executive meeting
- ORP responsibility

## Memorandum of Agreement/Council By-laws – Don Steffek

DOE does not want to rewrite MOA, however, DOE-RL handed out suggested revision for consideration and agreed to send it out electronically (ACTION # 23). It was suggested that respective attorneys could look at and update it. An inquiry was made as to whether or not Keith Klein would be interested in this approach. DOE-RL stated that the HNRTC needs to be independent of past actions (law suits and notices of intent) and that a rework of the MOA could do it. This was identified as a discussion topic for meeting with Keith Klein.

The inclusion of NOAA as NRTC member was agreed to, however it was deemed to be premature at this point to add them as a voting member. In order to do this, a resolution and HNRTC approval is needed (ACTION #24).

## River Corridor Project Revegetation Activities – Jamie Zeisloft

Approximately 115 acres are planned to be revegetated in the vicinity of the 100F Area as well as approximately 30 acres in the 100N Area. A fact sheet was distributed and discussed.

## Day 2, 12/2/04

Welcome back. Look at future meeting schedule while folks continued to arrive.

- February 23-24, 2005            Richland (Align with RCBRA mtg ACTION #26)
- May 25-26, 2005                Location TBD
- September 7-8, 2005           Lowell, Idaho (tentatively)

## Recap day 1 discussions – Don Steffek

Topics included 3-point agreement (ACTION #12), funding proposal, MOA refinement (ACTION # 23), Keith Klein meeting preparations, and River Corridor revegetation activities.

## DQOs for 100/300 and 200 Area ERAs – Steve Weiss, Ken Gano, Roy Bauer

100 BC Pilot Study, 100/300 RCBRA, 100NR2, and 200 CP assessment activities were discussed, as well as the “integration” document.

100 BC Pilot: By definition, pilot study is limited to use for input/improvement of future assessments. Currently screening 2004 data. Outline of RA, including approach, out for comment. Rev. 4 of RA workbook anticipated in July 2005. Trustee concern about availability of QA data. Post closure data available in administrative records. New field data now included, which will be incorporated in 100/300 RCBRA. Includes ~50 remediated waste sites, not outfalls.

100/300 RCBRA: DQO workbook (working document) executive summary out for comments by 12/10/04, but will be considered if later. Workbook draft anticipated late January with material provided through workshops. Workshop scheduled for January 6, 2005, SAP draft to follow in June/July. Trustees requested material be made available. Will be put on website and/or server. Chair encouraged Trustees to look at it and comment since they are asking for it. (ACTION # 27). Using lessons learned in BC Pilot and EPA "model". Data useful, not necessarily designed for, injury assessment.

200 CP: Phase 1 includes waste sites, Phase 2 BC Control Area. DQO interviews initiated and issues identified for Phase 2. Phase 2 planning long lead activities, funding being established for FY05 sampling, and finalizing SAP/DQO workbook in January/February timeframe.

100NR2: Putting SAP together based on workshop feedback -- work in progress.

Integration of RA activities: One document as roadmap of risk assessment activities, cross-referencing RAs, shows links, and potential gaps. Document is anticipated in the April 2005 timeframe. Trustee concern about cumulative effects. This effort simply documents ongoing assessments, does not perform cumulative assessment. Field data, does integrate potential contributions to exposure from all sources, not just single sources.

#### Trustee Potential Studies Matrix – Steve Wisness, Don Steffek

DOE evaluating potential approaches to fill in the matrix and identify data gaps. Key is to assure the effort meet the needs of all potential users. Multiple databases, bibliographies, document lists, and plans for similar efforts exist already. Prioritization of most useful sources of information is necessary to focus effort. Callie Ridolfi requested electronic versions of 100/300 literature search spreadsheet (ACTION #28), CRCIA Data Compendium, Appendices (ACTION # 29), and biological incident report (ACTION #30). Detail of work scope for funding proposal (item 1b) was discussed. Timeliness of product is concern due to ERA schedules. Options to winnow it down using existing expertise or grouping of species rejected. Documentation, including specific reason and data, is needed before matrix is pared down. Need to phase into DQO process recognized, how to do it remains unclear. Website for CRCIA Parts 1 & 2 as well as Volume I and II of final report to be provided (ACTION #31).

## Senior Management Meeting – Don Steffeck

Still needed and desired by all. DOE potential dates to be provided by Steve W., Trustees will respond with conflicts and/or availability of respective senior executives (ACTION #19). Agenda items considered:

- 3-point agreement
- funding proposal
- MOA – By Law refinement
  - Dispute resolution
  - Concensus – minority opinion
  - Confidentiality
- Mission of council/effectiveness/resources

## Keith Klein Discussion - All

- Introductions and Keith comments: Good progress, collaboration, coordination, working together are positive signals. Agrees disputes should be moved up management levels, 3-point agreement is important, and council is meeting objectives to date.
- 3-Point Agreement: Ultimate goal is to make good clean-up decisions. Trustees concerned about capability to stay up with ongoing RAs. Keith emphasized going for the middle ground in assessments, not necessarily genome level or all flora and fauna. Trustees expressed there is still not total agreement on 3-point agreement language, but working it to reach agreement.
- Funding Agreement: Overview provided by Trustees. Keith asked for clarification of gap studies and indicated matrix appeared useful and that additional work needs to make sense. Trustees expressed the need to get resources ASAP to stay up with ongoing RAs. Keith indicated concept is sound, funding remains issue. DOE-RL indicated uncertainty with respect to funding availability due to continuing resolution. Potential for ORP contribution suggested, agreed it could be discussed and that Shirley O. is now ORP. HNRTC to re-draft funding proposal (ACTION #14)
- MOA: Trustees provided overview and indicated potential need engage attorneys on the matter. Lawyers currently operate at different levels of involvement within different organizations. Issues include confidentiality, liabilities, how to separate from potential litigation, dispute resolution. DOE-RL suggested lawyers should work out way to continue, frame issues, define path forward without other items hanging over trustee heads (ACTION #10). MOA should be topic for senior executive meeting.
- Senior Executive Meeting: Keith suggested 1) MOA, 2) informal discussions to “get to know each other”, and 3) discussion of respective organization’s objectives for the council and recommit where we are and where we are going. DOE-RL

recommended to disengage discussion of funding agreement from this level (executive trustees) at this time. Informal and minimal numbers involved was preferred by Keith, perhaps a Site tour.

Meeting closeout – Don Steffeck

Confirmed Action items to be sent out by COB 12/6/04 (ACTION #32) and draft meeting minutes by COB12/10/04 (ACTION # 21).

**Meeting adjourned.**

**ACTION ITEMS FROM NRTC  
QUARTERLY MEETING  
(12/10/04 Draft)**

	ASSIGNEE / ACTION	Date Assigned	Date Completed
1.	a) Provide a list to Ecological Resources Working Group of existing and upcoming land disturbance projects b) Mail out quarterly update of land disturbing activities ACTION: Dana Ward	6/11/03 12/1/04	Ongoing
2.	a) Update general information on Web page – D.Ward b) Review update, comment to D.Ward ASAP ACTION: HNRTC - All	9/11/03 12/1/04	4 <sup>th</sup> Qtr 04
3.	Set up a conference call with trustees to move forward on the USGS proposal integrating Sculpin studies into the DQO process <ul style="list-style-type: none"> <li>• informal discussion 04 SETAC Mtg</li> <li>• conference call planned in January</li> </ul> ACTION: Don Steffek	7/13/04 12/1/04	Delayed
4.	Finalize May meeting notes, Astrid	9/8/04	4 <sup>th</sup> Qtr 04
5.	Finalize July meeting notes, Astrid	9/8/04	4 <sup>th</sup> Qtr 04
6.	Set-up conference call to discuss Horse Shoe Landfill, either late September/early October and send out information packets <ul style="list-style-type: none"> <li>• BHI clean-up on hold, waste disposal issue</li> <li>• target January</li> </ul> ACTION: Steve Wisness	9/8/04 12/1/04	Delayed
7.	IDF and Bulk Vitrification construction projects underway which may have land disturbance impacts. <ul style="list-style-type: none"> <li>• Reviews underway</li> <li>• Propose laydown yard to less sensitive area</li> <li>• Resolve next month or so</li> </ul> ACTION: Jim Rasmussen with Dana Ward.	9/8/04 12/1/04	Ongoing
8.	Mail out quarterly update of land disturbing activities <ul style="list-style-type: none"> <li>• Item moved to #1</li> </ul> Shirley Olinger	9/8/04	12/1/04
9.	Provide Dana Ward updates to mailing list, especially individuals that need to be copied on information. Dana keep the e-mail list and mailing list current. <ul style="list-style-type: none"> <li>• Mailing list provided to Trustees 12/1/04</li> <li>• Mary Baker (NOAA) added</li> <li>• Update information due to D.Ward ASAP</li> </ul> ACTION: HNRTC - All	9/8/04 12/1/04	Ongoing
10.	Attorneys to work together to review MOA and develop language that allows unencumbered technical discussions to continue. Ray Givens	9/8/04	Ongoing

	ASSIGNEE / ACTION	Date Assigned	Date Completed
	<ul style="list-style-type: none"> <li>Discussed in 12/1/04 meeting; attorneys should work together to review/rework MOA</li> </ul>	12/1/04	
11.	Provide comments to Larry Goldstein on August 26 <sup>th</sup> meeting.	9/8/04	4 <sup>th</sup> Qtr 04
12.	a) Prepare Resolution 04-02 for Trustees vote on Resolution 04-02 <ul style="list-style-type: none"> <li>Discussed in 12/1/04 meeting</li> <li>Significant revisions proposed 12/1/04</li> <li>Agreement close, but not consensus</li> </ul> b) Submit revised 04-02 to participants, D. Steffek c) Provide comments to D. Steffek ACTION(s): D. Steffek; HNRTC - All	9/8/04  12/1/04 12/1/04	Ongoing  12/3/04
13.	Provide FY05 work scope to trustees and prepare a cross walk between eco risk assessments, PMP, Communication Plans, Jamie Zeisloft		Done - Portland
14.	Trustees prepare resource needs and data gaps to support FY05 eco risk assessments <ul style="list-style-type: none"> <li>Matrix and funding proposal provided</li> <li>Re-draft funding proposal</li> </ul> ACTION: D.Steffek; HNRTC	12/2/04	4 <sup>th</sup> Qtr 04  12/1/04
15.	Astrid send out TPA dispute resolution process for CERCLA web page link to trustees <ul style="list-style-type: none"> <li>TPA online</li> </ul>		4 <sup>th</sup> Qtr 04
16.	Shirley check on status of HAB/RAP request for technical assistance. <ul style="list-style-type: none"> <li>Reassigned to S. Wisness 12/1/04</li> </ul> ACTION: S. Wisness	12/1/04	Ongoing
17.	S. Olinger communicate with K. Klein results of September Council meeting regarding resources, near term and yearly outlook. <ul style="list-style-type: none"> <li>S.Olinger/K.Klein brief completed</li> </ul>		4 <sup>th</sup> Qtr 04
18.	Prepare for senior trust leadership meeting <ul style="list-style-type: none"> <li>Discussed in 12/1/04 meeting</li> <li>Engage senior executives/managers prior to senior exec meeting</li> </ul> ACTION: HNRTC	12/2/04	Ongoing
19.	Select date for senior trust leadership meeting <ul style="list-style-type: none"> <li>Target of mid- to late January</li> <li>S.Wisness to forward Klein open calendar dates by COB 12/6/04</li> <li>HRNTC respond with exec openings/conflicts by COB 12/10/04</li> </ul> ACTION(s): S. Wisness; HRNTC	12/1/04  12/2/04	Ongoing  12/6/04

	ASSIGNEE / ACTION	Date Assigned	Date Completed
20.	a) Provide comments on September 8-9, 2004 meeting minutes to D. Ward by December 16, 2004 b) Approve September 8-9, 2004 meeting minutes ACTION: HNRTC	12/1/04 12/1/04	
21.	a) Send draft minutes for December 1-2, 2004 HNRTC meeting by 12/10/04, D. Ward b) Provide comments on draft minutes by 12/24/04 ACTION(s): D.Ward, HRNTC	12/1/04 12/1/04	
22.	Expand scope of work for proposed Eco-Matrix task ACTION: C. Ridolfi	12/1/04	12/2/04
23.	a) Distribute DOE (S. Wisness) proposed revision to MOA to HNRTC electronically b) Trustees requested to respond by 2/18/05 ACTION: D. Ward	12/1/04 12/7/04	12/07/04
24.	a) add NOAA as an HNRTC member b) decision/resolution to make NOAA a voting member ACTION: D. Ward; HNRTC	12/1/04 12/10/04	
25.	Discus potential for ORP to support HNRTC proposal, RL discus with ORP on 12/2/04 • Can talk about it, S.Olinger now in ORP ACTION: S. Wisness/HNRTC	12/1/04	12/2/04
26.	Coordinate February 23-24, 2005 HNRTC meeting with Columbia River Component of River Corridor Baseline Risk Assessment Workshops ACTION: J. Zeisloft	12/2/04	
27.	a) Assure handouts from 100/300 RCBRA DQO meeting are placed on Website and/or server b) Trustees review and comment to S. Weiss or RL ACTION: S. Weiss; HNRTC	12/2/04 12/2/04	
28.	Provide 100/300 RCBRA Literature Search database electronically to C. Ridolfi ACTION: R. Dirkes/D. Ward	12/2/04	12/6/04
29.	Provide CRCIA Compendium appendix electronically (list of pertinent documents) ACTION: L. Gadbois	12/2/04	12/3/04
30.	Provide Ray (Austin) Johnson biological database electronically ACTION: D. Landeen	12/2/04	
31.	Provide web address to CRCIA Part1 and Part 2 documentation ACTION: R. Dirkes/ D. Ward	12/2/04	12/6/04
32.	Distribute December draft Action Items by COB 12/6/04 ACTION: R. Dirkes/D. Ward	12/2/04	12/6/04
33.	a) trial run minutes real time/approval at next meeting	12/1/04	

	ASSIGNEE / ACTION	Date Assigned	Date Completed
	b) evaluate administrative support for future meetings ACTION: S.Wisness; D.Ward; R.Dirkes	12/9/04	