

Lifecycle Report Project Managers Meeting  
March 13, 2019  
2420 Stevens Center, Room 308  
**Meeting Minutes**

**Distribution:**

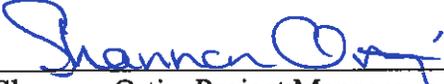
G. Jones	DOE-RL	H5-20
S. Ortiz	DOE-RL	H5-20
J. Grindstaff	DOE-ORP	H6-60
T. Wright	DOE-ORP	H6-60
J. Price	Ecology	H0-57
A. Knapp	Ecology	H0-57
C. Cameron	EPA	A3-46
S. Brasher	MSA	A3-01
M. Cherry	MSA	A3-07
S. Davis	MSA	A3-01

ADMINISTRATIVE RECORD – Heather Childers H6-08

Please send comments on Meeting Minutes to Shannon Ortiz ([shannon.ortiz@rl.doe.gov](mailto:shannon.ortiz@rl.doe.gov)) or Mark Cherry ([mark\\_j\\_cherry@rl.gov](mailto:mark_j_cherry@rl.gov)).

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The undersigned indicate by their signatures that these meeting minutes reflect the actual occurrences of the March 13, 2019 Lifecycle Report Project Managers Meeting.

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

5-15-19  
Date

  
\_\_\_\_\_  
Anne Knapp, Project Manager  
Washington State Department of Ecology

5/15/19  
Date

  
\_\_\_\_\_  
Craig Cameron, Project Manager  
U.S. Environmental Protection Agency

5/15/19  
Date

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## **1.0 Administrative Items**

The list of attendees for the March 13, 2019 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.

Anne Knapp was introduced and will replace John Price as the Ecology Lifecycle Report Project Manager.

### Approval of Previous Meeting Minutes:

Meeting minutes from the September 13, 2018 PMM had previously been signed by the M-036-01 Project Managers; Shannon Ortiz from RL, John Price from Ecology and Craig Cameron from EPA and placed in the Administrative Record.

### Upcoming Meetings:

The next M-036-01 quarterly milestone review meeting is scheduled for March 21, 2019. The next Lifecycle Report PMM will be scheduled around May 15, 2019.

### Attachments:

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

## **2.0 2019 Lifecycle Report Overview**

The 2019 Lifecycle Report was submitted to EPA and Ecology on January 31, 2019 meeting TPA Milestone M-036-01I. Shannon Ortiz opened the meeting with an overview of the 2019 report highlighting some of the key changes from the 2016 Lifecycle Report. In particular, the addition of a high-range lifecycle estimate that incorporates contingency costs for addressing key execution risks associated with tank waste processing.

EPA and Ecology indicated that they would have comments on the report and the group discussed the best format for submitting comments. Shannon Ortiz indicated that a transmittal letter with attached comment table indicating page number and section would be sufficient. Shannon discussed that comments from an anonymous individual and the Oregon Department of Energy have been received to date and responses are currently being developed.

## **3.0 Proposed Milestone Change Request**

Shannon Ortiz presented a draft Federal Facility Agreement and Consent Order Change Control Form that proposes a change to the submittal frequency of the Lifecycle Report. The proposed change aligns the submittal of the Lifecycle Report with the tank waste processing system planning updates currently submitted on a 3 year cycle. The Project Managers acknowledged that the primary cost drivers and schedule uncertainties affecting the mission lifecycle are associated with tank waste processing and therefore aligning the two submittals may make sense. EPA and Ecology will review the proposed change with further discussions to take place during the May 2019 PMM.

## **4.0 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 March 13, 2019. No new actions were added at the Project Managers Meeting.

<b>Action No.</b>	<b>Actionee</b>	<b>Action Description</b>	<b>Date Opened</b>	<b>Date Closed</b>	<b>Status Notes</b>

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**ATTACHMENT C – ADMINISTRATIVE RECORD ITEMS**

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

- None at this time