

# M-026-01 Project Manager Meeting Minutes

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September 22, 2020, 3:00-4:00 p.m.

Microsoft Teams Meeting

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The undersigned Tri-Party Agreement Project Managers indicate by their signatures that these meeting minutes reflect the actual occurrences of the above dated meeting. Signatures denote concurrence with content only and do not imply agreement or commitments.

Approval:

*Ingrid Colton*

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Ingrid Colton, General Support  
Services Contractor for the U.S  
Department of Energy, Richland  
Operations Office

Date:

*10/8/2020*

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Approval:

**Kelly A. Ebert**

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Kelly Ebert, Project Manager  
U.S. Department of Energy,  
Richland Operations Office

Digitally signed by Kelly A. Ebert  
Date: 2021.09.01 11:36:39 -07'00'

Date:

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Approval:

*Jared Mathey*

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Jared Mathey, Project Manager  
Washington State Department of  
Ecology

Date:

*10/13/2020*

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**Attendees:** Stephanie Brasher (MSA)  
Ingrid Colton (DOE)  
Kathy Conaway (Ecology)  
Scott Davis (MSA)  
Kelly Ebert (DOE)  
Kelly Elsethagen (Ecology)  
Jared Mathey (Ecology)  
Jonathan Rogers (Ecology)  
Rylie Sisk (MSA)  
Bryan Trimberger (DOE)  
Ed Soto (Ecology)

**Agenda:** Attachment

**Minutes:**

**1. Status/approval of previous meeting minutes**

MSA explained that the June and July meeting minutes are in the approval process and are both currently sitting with DOE. MSA explained they will be sent to Ecology after DOE approval, then will be put in the AR. Ecology requested meeting minutes be sent out within a week after the initial meeting for a quick review while the information is fresh. DOE and MSA agreed to provide the PMM minutes for review within a week of the meeting.

**2. Discussion of John Price's September 10, 2020 email to Kathy Higgins regarding adding the M-026-01AD Milestone back to the TPA Appendix D;**

**AND 3. M-026-01AD and M-026-01AE Milestone Status**

Ecology explained that DOE responded. Ecology explained that they are in agreement with adding the next 5 year full report milestone (M-026-01-AI) to Appendix D, because it included language for following the legal requirements from past LDR litigation. MSA explained that the next full report TPA Milestone was already scheduled to be included in Appendix D. Ecology also requested a change of language from "shall" to "must" in the next 5 year milestone. MSA explained that the "shall to must" change requires a change control form approved by all parties (DOE, EPA, and Ecology). Ecology stated that they would like to go through that process to make the change. MSA explained they would need to keep the language as is, until the control form can be created and approved by all parties. DOE explained that they will discuss the change among management and will discuss it outside this meeting.

**4. Upcoming milestone delivery (M-026-01AE); And 2019 LDR Report comment status and discussion on process for resolution;**

**AND 5. 2019 LDR Report comment status and discussion on process for resolution**

DOE asked for Ecology's thoughts on the upcoming milestone delivery due to the time extension for the 2019 LDR Report comments. Ecology explained that delivery of comments are currently scheduled on October 30, 2020, and that they plan to extend review due to their legal team needing review and "substantial comments". Ecology stated that meetings for comment resolution would be needed and all decided on a biweekly status once comments are received from Ecology. DOE asked about extending the summary report or deleting it, and Ecology said that is a potential and can be discussed at the next PMM. Ecology explained that the inconsistency between the 2014 report and the 2019 report created many comments on language and that they were finished with that review on the RCR. Ecology explained they are currently working on Appendix B reviews and have meetings scheduled with Ecology project managers to go over these reviews for development of comments and themes to redline.

**6. Status of previous agreements and commitments**

- **MSA** – Provide LDR database demo following parking lot discussions (still on hold).

**7. Any new agreements and commitments**

None.

**8. Any approved changes**

None.

**9. Documents to be submitted to the Administrative Record**

June and July meeting minutes to be submitted to AR when completed.

**10. Next Meeting**

Next PMM to be scheduled for the third week of November.