

Meeting Minutes – Approval

M-026 LDR Report Project Manager Meeting Minutes
at
Federal Building, Conference Room 249
Richland, Washington
Meeting Held August 20, 2002
From 9:30 am to 11:30 am

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

Greg Sinton Date: 9/17/02
Greg Sinton, Project Manager, DOE-RL

Woody Russell Date: 9/17/02
Woody Russell, Project Manager, DOE-ORP

Laura Ruud Date: 9/17/02
Laura Ruud, Project Manager, Washington State Department of Ecology

Contractor Concurrence

Anthony Miskho Date: 9/17/02
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 - Summary of Commitments
Attachment 4 - Workshop Schedule and Status

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Attachment 1

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Meeting Agenda

Agenda:

1. Last month's meeting minutes and introduction of "Hot topics" agenda item
2. Workshop items
 - Commitments (continued discussion):
 - Tracking commitments contained in the LDR report
 - How to accomplish within year changes
 - How to accomplish year to year changes in the LDR report
 - Changes to TGDS/LSDS (began discussion)
 - Revisit assessment schedule (did not discuss)
 - Recurrence requirements for storage assessments (did not discuss)
3. Waste Volume Reporting (did not discuss)
4. Next meeting (date and agenda)

Attachment 3

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Summary of Commitments

Action #	Responsible Party	Description	Date Closed
7-2002-01	DOE	Consider using forms to capture all changes that are not captured commitments in other TPA prescribed change control processes.	8-20-2002
7-2002-02	Ecology/DOE	Review and comment on draft LDR Report change form	8-20-2002
8-2002-01	Ecology	Provide to DOE the information Ecology will be tracking from the LDR report	
8-2002-02	DOE	Provide feedback on Ecology's information at next PMM resulting from action # 8-2002-01.	
8-2002-03	DOE	Send out the revised draft LDR report Within Year Change Notice	
8-2002-04	DOE	Prepare revised Table B-1 from Volume 1 to propose new treatability group names, unit/plant name, and waste stream name.	

7-2002 Note 1: Tracking commitments contained in the LDR report: The entire LDR report is considered enforceable as a TPA primary document but only certain commitments from the LDR Report are being identified for purposes of within year tracking and change control.

7-2002 Note 2: A new standing agenda item will be added called "Hot topics" which will allow the parties to bring up matters related to LDR.

7-2002 Note 3: The addition or removal of waste streams from the LDR report will be considered a year-to-year change.

Attachment 4

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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		August 2002	ongoing
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		August 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		August 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
E. 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).