

Meeting Minutes – Approval

M-026 LDR Report Project Manager Meeting Minutes

at

Federal Building, Conference Room 244-B

Richland, Washington

Meeting Held February 18, 2003

9:30 am to 11:00 pm

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EDMC

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

Greg Sinton
Greg Sinton, Project Manager, DOE-RL*

Date: 3-25-03

Not Present
Woody Russell, Project Manager, DOE-ORP

Date: _____

Laura Ruud
Laura Ruud, Project Manager, Washington State Department of Ecology

Date: 3-25-03

Contractor Concurrence

Donna Yasek for Agm
Anthony Miskho, LDR Report Coordinator, FH

Date: 3/25/03

- 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

* Scheduling conflicts resulted in non-availability of RL and ORP personnel. Greg Sinton, RL opened the PMM and asked those present if they would be comfortable in holding the meeting and continue to move forward on the outstanding action items without an RL or ORP presence. Ecology and the Hanford Site Contractors agreed to continue the meeting and work on open actions.

Attachment 1

**M-026 LDR Report Project Manager Meeting Minutes
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MEETING AGENDA

1. Last month's meeting minutes (Complete)
2. Hot topics
 - No Hot Topics were identified.
3. Storage Assessments/Data Gap Plans provided to TPA Lead Regulatory Agency Project Mangers
 - Greg LeBaron provided Rick Bond with a copy of the 224-T Storage Assessment.
4. Action Item Status (Discussed, refer to Attachment 3)
5. Waste Volume Reporting (discussions ongoing)
6. Workshop items
 - Commitments: (Complete, refer to Note 2 of Attachment 3)
 - How to accomplish year-to-year changes in the LDR report
 - Revisit assessment schedule (Discussed, refer to Action Items 02-2003-02 and 12-2002-02)
 - Recurrence requirements for storage assessments (Complete, refer to Note 3 of Attachment 3)
7. Next meeting (date and time) March 25, 2003, 8:00 – 9:30

Attachment 2

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Attendance List

<u>Name</u>	<u>Organization</u>
P. A. Powell	CH2M Hill
L. E. Ruud	Ecology
R. W. Wilson	Ecology
J. Ayres	Ecology
D. M. Yasek	BHI
H. T. Tilden	PNNL
G. LeBaron	FH
E. J. Murphy-Fitch	FH

Attachment 3

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Summary of Commitments

<u>Action #</u>	<u>Responsible Party</u>	<u>Description</u>	<u>Date Closed</u>
02-2003-03	DOE	Consolidate the various requirements for the LDR Report for review and comment by Ecology during the summer 2003.	
02-2003-02	DOE	Compile a list of the facilities in the 300 Area that are not already specifically scheduled for a storage assessment. DOE will share the list with Ecology to agree upon the scope of the 300 Area General Assessment.	
02-2003-01	Ecology	Evaluate RL assessment response regarding 242-B/BL, 3711, 309, and 252U.	2-18-03
12-2002-01	Ecology	Ecology to continue researching LLBG storage assessment concerns	
12-2002-02	DOE RL and ORP	DOE will evaluate Ecology's request to move the 242-S, 242-T, and 242-B/BL storage assessments up into CY2003	02-06-2003 - RL

02-18-2003 Note 1 (02-2003-01 Action Item): Based on Attachment 5 of the 2/6/03 meeting minutes, the 3711, 309, and 252-U facilities will be removed from the storage assessment schedule because there is no mixed waste or potential mixed waste at the sites. The schedule for the 242-B/BL Storage Assessment will maintain its current assessment schedule in Calendar Year 2007.

02-18-2003 Note 2 (Accomplishing year-to-year changes): Each annual report beginning with the CY2002 report will describe commitment changes proposed in the report. These are the same types of changes that are tracked for within year changes. Ecology's approval of the report with the noted commitment changes will be equivalent to issuance and approval of the change form. Modification of TPA milestones will still be completed pursuant to the TPA process.

(Attachment 3 continued)

02-18-2003 Note 3 (Recurrence requirements for storage assessments): Recurrence of storage assessments will be revisited annually through issuance of the annual LDR Report assessment schedule. If the need arises to revisit the assessment frequency of a facility, the Hot Topic Agenda item will be used to introduce a change to the storage assessment schedule. Alternately, the within year change form can also be used to propose a change.

02-18-2003 Note 4 (Report Distribution): Rev. 0 of the report will be issued to Ecology as a primary document submittal, with copies to EPA and the Native American tribes. A notice will be placed on Ecology's website to announce that it is available for review in the public reading rooms. The full report distribution will be accomplished when the primary document process has been completed.

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)
From March 14, 2002 Resolution of Dispute			
Changes to TGDS/LSDS		August 2002	Completed (9/2002)
Consolidation of requirements documents and any other new agreements from workshops		Feb 2003	ongoing
Tracking commitments contained in the LDR report		June 2002	Completed (9/2002)
How to accomplish within year changes		June 2002	Completed (9/2002)
How to accomplish year-to-year changes in LDR report		July 2002	Completed (2/18/2003)
Revisit assessment schedule		October 2002	Completed (2/18/03)
Mechanism to transmit documents (e.g. data gap plan)		May 2002	Completed (6/2002 clarified 10/2002)
From May 29, 2002 Project Manager Meeting			
Recurrence requirements for storage assessments		October 2002	Completed (2/18/2003)
Referencing specific milestones for milestone coverage		December 2002	Completed (12/2002)
Consistency/interface between WIDS and the PMWT	X		not yet started
Unknown characterization answer requirements		October 2002	Completed as part of "Changes to TGDS/LSDS" item
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)		December 2002	Completed (2/2003)
How much detail needed on description of facilities included in the LSDS.		December 2002	Completed (2/2003)

Distribution:

J. Ayres	Ecology	B5-18
D. Bartus	EPA	B5-18
L. Bostic	BNI	H4-02
S. B. Cherry	FH	B3-15
B. Curn	BNI	H4-02
T. W. Gardner-Clayson	DOE-ORP	H6-60
R. H. Gurske	FH	H8-73
C. Haas	FH	L1-04
J. B. Hebdon	DOE-RL	A5-58
M. F. Jarvis	DOE-RL	A5-58
G. LeBaron	FH	S4-49
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
S. Roberts	BNI	H4-02
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).