

**Meeting Minutes – Approval**

**M-026 LDR Report Project Manager Meeting Minutes  
Federal Building  
Richland, Washington  
December 19, 2013**

The undersigned 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.

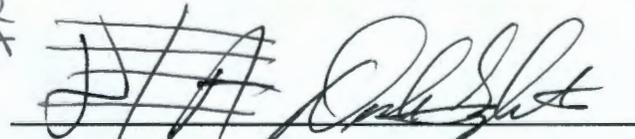
  
\_\_\_\_\_  
Mike Collins, Project Lead, DOE-RL

Date: 2-13-14

N/A  
\_\_\_\_\_  
Dabrisha Smith, Project Manager, DOE-ORP

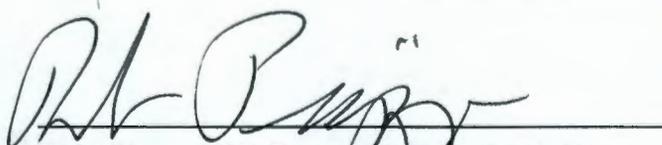
Date: \_\_\_\_\_

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Deborah Singleton, Project Manager, Washington State Department of Ecology

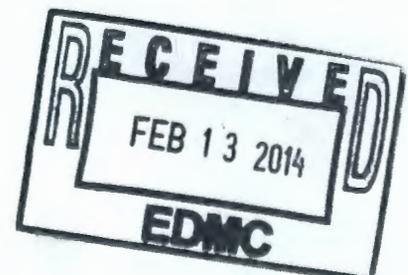
Date: 2-13-14

Contractor Concurrence

  
\_\_\_\_\_  
Rob Piippo, LDR Report Coordinator, MSA

Date: 2-13-14

**Purpose:** Discuss LDR Report related topics  
The attached minutes are comprised of the following:  
Attachment 1 - Meeting Agenda / Minutes  
Attachment 2 - Attendance List  
Attachment 3 - Actions and Workshop Items  
C: Admin Record, M-026



## **Attachment 1**

### **M-026 LDR Report Project Manager Meeting at Federal Bldg Richland, Washington December 19, 2013**

#### **Meeting Agenda/Minutes**

1. Status of CY2012 M-026-01W LDR Report.  
Milestone completed on April 11, 2013, (13-AMRP-0145).  
Ecology provided comments to DOE July 27, 2013, (13-NWP-070).  
DOE provided response to Ecology comments on July 31, 2013 (13-AMRP-0272).

The project managers discussed the status of the April LDR report. Ecology will initiate an approval letter and check on the LDR Directors Determination page approval coordinating with MSA LDR Lead Rob Piippo.

It was discussed that the Ecology comments agreed to by DOE will be incorporated into the CY 2013 LDR report as has been done in past reports.

2. Status of the CY2013 M-026-01X LDR report.

The LDR MSA contractor point of contact provided an update on the 2013 report. Preparation actions have been initiated with a kick off notice sent to contractor point of contacts. Internal database update actions are ongoing with no issues expected with the preparation of the 2014 report.

No changes to LDR report Table 5-1 have been indicated for the calendar year 2013 report, it was agreed that the list will remain unchanged. The project managers agreed to document this action in December due to not conducting a November PMM. A discussion ensued on if this year's report was the full report and it was agreed that it is not. It was agreed that an action item be established at the October 2014 project managers meeting to review the last full report and how the treatment schedule is documented in the report as TPA milestones are considered to be the schedule.

3. Storage Assessments/Data Gap Plans provided to TPA Lead Regulatory Agency Project Managers and updates of ongoing assessments
  - Status of assessment of Inactive Miscellaneous Underground Storage Tanks not associated with a building

The agency's discussed the history of IMUST assessments and agreed that Ecology would review the LDR report Potential Mixed Waste 1-4 Table and propose a listing of tanks that would be potential candidates for assessment and review the list with the DOE LDR lead at the February, 2014 project managers meeting.

4. Action Item Status

Two new actions were established in the table below.

5. Documents to be submitted to the Administrative Record

The September 22, 2013 LDR PMM minutes were signed and agreed to be placed into the administrative record.

6. Next meeting (date and time): February 27, 2014

**Attachment 2**

**M-026 LDR Report Project Manager Meeting  
at  
Federal Bldg  
Richland, Washington  
December 19, 2013**

**Attendance List**

<u>Name</u>	<u>Organization</u>
Mike Collins	DOE-RL
Debra Singleton	Ecology
Rob Piippo	MSA
Elis Eberlein	Ecology

**Attachment 3**

**M-026 LDR Report Project Manager Meeting Minutes  
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**Actions and Workshop Items**

**Actions**

<u>Action #</u>	<u>Responsible Party</u>	<u>Description</u>	<u>Status</u>
1	Ecology	Ecology select candidate IMUST tanks for assessment and discuss at Feb. 2014 PMM (See Item 3)	<b>In work</b>
2	Ecology	Approve the 2012 report by issuing letter and signing the IAMIT approval form	<b>In work</b>
3	DOE/MSA	Add a review of the last full LDR report for the October 2014 LDR PMM agenda	<b>October 2014 PMM</b>