

Tri-Party Agreement Milestone M-035-09 Project Manager Meeting

November 29, 2023

1.0 WELCOME AND LOGISTICS/FORMAT

The Tri-Party Agreement (TPA) Milestone M-035-09 Project Manager Meeting (PMM) have been scheduled monthly on the last Wednesday of each month and are held between the U.S. Department of Energy (DOE), Washington State Department of Ecology (Ecology), and the U.S. Environmental Protection Agency (EPA).

This meeting was held remotely via video and telecom, utilizing the Microsoft Office Teams software, a communication and collaboration platform.

The agenda for this meeting is provided in Attachment 1.

2.0 STATUS/APPROVAL OF THE PREVIOUS PMM MINUTES

HMIS noted the last PMM was held on October 25, 2023 and the approved meeting minutes were entered into the Hanford Administrative Record (AR) on November 20, 2023.

3.0 STATUS OF TPA M-035 MILESTONES

HMIS noted that the M-035 series milestones are all on schedule and Milestones M-035-09N and M-035-12 are coming due March 31, 2024.

4.0 STATUS OF PREVIOUS AGREEMENTS AND COMMITMENTS

HMIS noted the first two actions, A-023-01 and A-023-02 were completed. Action A-023-02 was completed on November 20, 2023 with issuance of DOE/RL-93-69, *Tri-Party Agreement Databases, Access Mechanism, and Procedures*, Revision 7 and approved TPA Change Control Form (CCF) F-23-01.

5.0 STATUS OF ACTIONS

2023.10-01, DOE to submit Draft DOE/RL-93-69, Rev 7 to Ecology

HMIS noted this action was completed on October 25, 2023 and this action is closed.

2023.10-02, Discuss and establish M-035 Technical Approach/Pilot Project Status Meetings with Ecology

DOE stated that a letter of direction from the DOE Contracting Office was submitted to HMIS last week and the letter of direction allows HMIS to start work on the technical approach. DOE suggested meeting with HMIS to establish a schedule for the deliverable and then once that schedule is built, then schedule a meeting with Ecology to start the discussions on the details of the technical approach and file structure of the repository. Ecology acknowledged this was a good plan.

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6.0 APPROVED CHANGES

HMIS noted that TPA CCF F-23-01 was approved on November 16, 2023 and the approved update was incorporated into TPA Action Plan, Appendix F.

7.0 DOCUMENTS SUBMITTED TO THE HANFORD ADMINISTRATIVE RECORD

HMIS noted there were three documents submitted to the Hanford AR:

- TPA CCF F-23-01 (reference [AR-27053](#))
- DOE/RL-93-69, Revision 7 (reference [AR-27054](#))
- October 25, 2023 TPA Milestone M-035-09 PMM Meeting Minutes (reference [AR-27091](#))

8.0 REVIEW OF TODAY’S ACTIONS/UPCOMING MEETING

There were no actions captured during this meeting.

No.	Topic	Actions from 11/29/23 Meeting

During this meeting, the Parties agreed to cancel the M-035 PMM scheduled on December 27, 2023. The next M-035-09 PMM is scheduled for January 31, 2024.

9.0 LIST OF ATTENDEES

Brasher, Stephanie	HMIS
Burnett, Kaylin	DOE
Colton, Ingrid	DOE
Deluna, Will	Ecology
Einan, Dave	EPA
Higgins, Kathy	DOE
Martinez, Meagan	HMIS

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ATTACHMENT 1 – AGENDA

Agenda

Tri-Party Agreement (TPA) Milestone M-035-09

Project Manager Meeting (PMM)

November 29, 2023, 11:00 am-12:00 pm
Virtual via MS Teams

M-035-09: Conduct Biennial Assessments of Information and Data Access Needs

1. Status/Approval of the Previous PMM Minutes

- Last PMM was held on 10/25/2023 and the meeting minutes were approved on 11/20/2023 and submitted to the Hanford Administrative Record (reference [AR-27091](#))

2. Status of TPA M-035 Milestones

Milestone	Status	Due Date	Milestone Description
M-035-09N	On Schedule	3/31/2024	Conduct Biennial Assessments of Information and Data Access Needs
M-035-12	On Schedule	3/31/2024	Submit CCF to Make Documents, Records, and Data Accessible for LERF/ETF to Ecology
M-035-10	On Schedule	12/31/2024	Make Documents/Records/Data Accessible for Building 2403-WD, 219-S Tank System, and TSCR/LAWPS
M-035-11	On Schedule	12/31/2025	Make Documents/Records/Data Accessible for 6 CWC Buildings and 222-S DMWSA
M-035-13	On Schedule	TBD	Submit TPA CCF with Enforceable Milestones that follow Technical Approach in Preceding Milestones
M-035-09O	On Schedule	3/31/2026	Conduct Biennial Assessments of Information and Data Access Needs
M-035-09P	On Schedule	3/31/2028	Conduct Biennial Assessments of Information and Data Access Needs
M-035-00	In Program Planning	TBD	Complete Data Management Enhancements

3. Status of Previous Agreements and Commitments

- [M-035 Settlement Agreement \(SA\)](#) approved 9/13/2023. Court issued dismissal Order on 9/22/2023, which established the SA "Effective Date" and created the following requirements:

No.	Status	Due Date	Date Complete	Requirement
A-023-01	Completed	10/22/2023	9/28/2023	Add DOE/RL-93-69 Revision 6 into the AR within 30 Days of Effective Date
A-023-02	Completed	11/21/2023	11/20/2023	Document Data Access Concept and Procedure in DOE/RL-93-69 Revision 7
A-023-03	On Schedule	9/22/2025		Complete Supplemental Environmental Project 1 - Site-Wide Noxious Weed Control Project
A-023-04	On Schedule	9/22/2026		Complete Supplemental Environmental Project 2 - Gable Mountain Project
A-023-05	On Schedule	TBD		Revise TPA Legal Agreement Part Two Article VIII, Paragraph 30, Dispute Resolution Process

Agenda

Tri-Party Agreement (TPA) Milestone M-035-09 Project Manager Meeting (PMM)

November 29, 2023, 11:00 am-12:00 pm
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4. Status of Actions

No.	Action	Actionee	Due Date	Status
2023.10-01	DOE to submit Draft DOE/RL-93-69, Rev 7 to Ecology by the end of week for review	Kathy Higgins, DOE	10/27/2023	Completed - This action was completed on 10/25/23.
2023.10-02	Discuss and establish M-035 Technical Approach/Pilot Project Status Meetings with Ecology	Kaylin Burnett, DOE	TBD	DOE to discuss and establish meetings with Ecology to work through Technical Approach process as it's being implemented.

5. Approved Changes

- TPA Change Control Form (CCF) F-23-01, Updated TPA Action Plan, Appendix F to Add Revision 7 of DOE/RL-93-69, *Tri-Party Agreement Databases, Access Mechanism and Procedures*, approved 11/16/2023 (reference [AR-27053](#))

6. Documents Submitted to the Hanford Administrative Record (AR)

- TPA CCF F-23-01 (reference [AR-27053](#))
- DOE/RL-93-69, Revision 7 (reference [AR-27054](#))
- October 25, 2023 TPA Milestone M-035-09 PMM Meeting Minutes (reference [AR-27091](#))

7. Scheduled Meetings

- 12/21/2023 – Quarterly Milestone Review for the Central Plateau/River Corridor
- 12/27/2023 – TPA Milestone M-035-09 PMM
- 1/31/2024 – TPA Milestone M-035-09 PMM
- 2/28/2024 – TPA Milestone M-035-09 PMM
- 3/21/2024 – Quarterly Milestone Review for the Central Plateau/River Corridor
- 3/27/2024 – TPA Milestone M-035-09 PMM