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Meeting Minutes Transmittal

WASTE ENCAPSULATION AND STORAGE FACILITY (WESF)
PROJECT MANAGERS MEETING
2420 Stevens Center, Conference Room 126
Richland, Washington

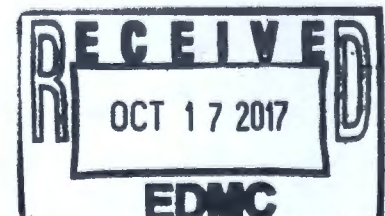
August 24, 2017

The undersigned indicate by their signatures that these meeting minutes reflect the actual occurrences of the above dated Project Managers Meeting. Signatures denote concurrence with the content only and are not intended to imply agreement to any commitments.


Project Manager Representative, Ecology Date: 10/12/17


Project Manager Representative, RL Date: 10-11-2017

Administrative Record H6-08



**WASTE ENCAPSULATION AND STORAGE FACILITY (WESF)
PROJECT MANAGERS MEETING MINUTES
2420 Stevens Center, Conference Room 126
Richland, Washington**

August 24, 2017

- I. The June 29, 2017 Waste Encapsulation and Storage Facility (WESF) Project Managers Meeting (PMM) minutes were submitted to the Administrative Record (AR).
- II. Operational Status
 - A. Dave Watson (CHPRC) provided the operational status (see handout). Mr. Watson noted that most of the interior areas of WESF have been decontaminated, allowing more accessibility, and the last of the debris generated from project W-130 was removed and sent to the Environmental Restoration Disposal Facility (ERDF). Mr. Watson referred to the handout that states preliminary design is in progress for the WESF modifications, the capsule storage area (CSA), and the cask storage system (CSS). Julie Reddick (RL) provided an update on the status of the design phase for the three above-mentioned areas. Ms. Reddick stated that the conceptual design review was completed, and efforts continue to advance the conceptual design and move towards preliminary design. Ms. Reddick explained that there are requirements under DOE Order 413.3B that constrain execution of preliminary design for the Congressional line item portion of the project until capital asset funding is made available (see discussion below under M-92-05).

There was a brief discussion regarding the presentations for the NOI public comment meeting scheduled for September 21, 2017. Stephanie Schleif (Ecology) stated that RL's presentation needs to be provided to Ecology either before or at the same time RL provides it to the public involvement (PI) group. Ms. Schleif noted a concern that if RL's presentation is not provided before it is sent to DOE-Headquarters, Ecology's comments will not get incorporated. Ms. Reddick stated that the presentation is in technical editing, and she is expecting a copy for review in the near future. Stephanie Johansen (CHPRC) stated that the presentation would be sent to Ecology after Ms. Reddick completes her review of the presentation.

Lilyann Bauder (Ecology) requested clarification on the facility name, noting that it has been called CSA or CIS. Ms. Reddick responded that the correct name is the capsule storage area (CSA), and CSA will be used for consistency and future tracking purposes. Ms. Reddick added that the CIS is the operating group for the CSA and is specific to the permitting language. Ms. Bauder stated that there was some confusion because the NOI discusses the capsule storage area, but the term CIS is used, not CSA. Ms. Schleif suggested that since the NOI uses the term CIS, RL's presentation should provide clarification between CSA and CIS. Ms. Reddick agreed that the clarification could be made in the presentation.
- III. Status of Previous Agreements and Commitments
 - A. There were no previous agreements and commitments identified for discussion.
- IV. New Agreements and Commitments
 - A. There were no new agreements and commitments identified.
- V. Near Term Schedules and Ongoing Activities (Milestones, TSD Unit)
 - A. WESF Modifications (Permit updates for WESF changes)

- Scheduled Submittal Date – Ms. Johansen stated that the approximate submittal date for the permit updates is in the October/November 2017 time frame. Ms. Reddick will send an email to Ms. Schleif following today's PMM that provides a scheduled submittal date for the WESF permit updates.

B. Capsule Storage Area Permit Modification Request

- Scheduled Submittal Date – Ms. Reddick will send an email to Ms. Schleif following today's PMM that provides a scheduled submittal date for the CSA permit modification request.

C. HF RCRA Permit Rev. 9 Update

Ms. Bauder stated that RL's upcoming submittal of the Part A should include all of the changes to WESF, and it will be considered the redline copy of the Part A. Ms. Schleif summarized that the Part A for Rev. 9 will officially be provided to Ecology as part of the WESF modification that is listed under 5A of today's agenda, and the submittal date is the October/November 2017 time frame. Ms. Johansen agreed with Ms. Schleif's summary comment.

D. M-92-05

Ms. Reddick noted that M-92-05 was completed, and the effort is now focused on updating M-92-00 and its associated interim milestones. Ms. Reddick stated that in addition to dry capsule storage, M-92-00 covers special case waste and bulk sodium, which complicates the task of drafting the milestone change package. Ms. Schleif pointed out that special case waste has been addressed. Ms. Reddick agreed that special case waste had been addressed. Ms. Reddick stated that she has drafted a new change package, and she addressed the tentative agreement, the agreement in principle, and the three M-92-00 change packages that propose a new milestone for dry capsule storage and address the other two categories of waste. Ms. Reddick noted that the draft change package is in internal management review.

Ms. Reddick pointed out that there is an issue regarding funding for a project that is part capital asset project, associated with DOE Order 413.3B, and part of operations activities. Ms. Reddick stated that both parts need to be coordinated and advanced together to be able to have integration of safety and design. Ms. Reddick stated that preliminary design for the WESF modifications cannot move forward unless there is authorized funding for the line item capital asset portion of the project. Ms. Reddick noted that the continuing resolution (CR) for the fiscal year 2018 budget will put funding for the project into a holding pattern. Ms. Reddick stated that management was notified and provided support for the project, and RL transmitted an anomaly request to DOE-Headquarters yesterday, specifically requesting funding permission for the capital asset line item portion of the project. Ms. Reddick pointed out that the capital asset project for the WESF modifications needs to be synchronized and integrated with activities associated with the capsules in accordance with DOE Standard 1189.

Ms. Reddick stated that the ability to meet a milestone to move the capsules to dry storage by a certain date is dependent upon being successful with the anomaly funding request. Ms. Reddick added that the milestone change package may be on hold for transmittal to Ecology until management is satisfied that the project has the funding to move forward.

Ms. Schleif requested that the proposed change package include specific dates for the major milestone (M-92-00) and the interim milestones for moving the capsules to dry storage. Ms.

Reddick responded that the dates are included in the change package, but the dates have not been reviewed by management. Ms. Reddick noted that when selecting the dates, she took into consideration the cost that will be incurred to monitor the concrete if the capsules are not moved by the end of 2025. Ms. Reddick indicated that the date identified in the proposed change package to move the capsules to dry storage is calendar year 2025.

Ms. Johansen suggested changing this agenda item from M-92-05 to TPA change package for M-92-00. Ms. Reddick agreed that change would be appropriate and that it would capture both M-92-00 and the proposed new milestones. Ms. Reddick added that it would also cover the interim milestones, and noted there is an existing interim milestone M-92-09 for bulk sodium.

VI. Approved Changes Signed Off in Accordance with TPA Section 12.2

- A. Ms. Schleif stated that there was an approved change notice for M-92-05, which instituted a new milestone. Ms. Schleif added that RL sent a letter to Ecology stating that M-92-05 is complete and is being replaced by a new milestone, which establishes that an assessment will be done every four years to review the final disposition of the capsules. Ms. Schleif noted that Ecology sent a letter approving RL's change notice.

VII. General Discussion

- A. Ms. Johansen initiated a discussion regarding the formatting of the action item table. Ms. Johansen stated that a representative had commented that the action table was confusing, and it was suggested that the table should be reformatted and sent to Ms. Schleif for review. Ms. Schleif responded that she was agreeable to reformatting the action table. It was agreed that the action table would be reformatted, with the caveat that the existing actions are captured until they are closed.
- B. The mailing list for Ecology and RL was updated, and Ecology's primary and secondary representatives for WESF were identified as Ms. Schleif and Ms. Bauder.

VIII. Actions

- A. See Actions Table below

IX. Documents for Submittal to the Administrative Record

- A. There were no documents identified for submittal to the AR.

X. Next Project Managers Meeting

- A. The next PMM was scheduled for October 26, 2017.

Actions Table

Item	Description	Open / Closed	Date	Status
M-92-05	Ms. Reddick (RL) to transmit a change package for the proposed milestones to Ms. Schleif (Ecology).	Closed	2/23/17	Action Established
			4/27/17	Ms. Reddick will review and then transmit the change package for the proposed milestones to Ms. Schleif.
			6/29/17	Ecology is expecting the milestone package by 6/30/2017.
			8/24/17	Ms. Reddick (RL) to transmit a change package for the proposed milestones to Ms. Schleif (Ecology). RL and Ecology agreed to close this action and open a new action under M-92-00 (see discussion above under M-92-05).
Project W-135	Ecology and RL/CHPRC will follow up internally regarding the SEPA checklist and the EIS, and meet to discuss respective follow-ups.	Open	4/27/17	Action Established
			6/29/17	Ecology is expecting a supplemental Environmental Assessment (EA) to address (1) moving the capsules out of WESF, (2) the transportation process, and (3) the new location for the CSA. Ms. Reddick will send Ms. Schleif an email detailing why an EA is not necessary. Ms. Schleif will get feedback from her SEPA manager and respond when she has more information.
			8/24/17	Ms. Reddick (RL) sent an email to Ms. Schleif (Ecology) on 7/17/17 regarding the EA. Ms. Schleif continues to evaluate the information in the email.
Tour	Ms. Johansen (CHPRC) will contact Joel Williams (CHPRC) to verify tour date and send invite to Ecology.	Closed	6/29/17	Action Established
			8/24/17	Ecology toured the outside of the facility and the proposed location for the CSA. A tour of inside the facility was not done because the ventilation was down. An inside tour will be rescheduled. Ms. Schleif stated this action could be closed.
M-92-00	RL will transmit the draft milestone change package to Ecology.	Open	8/24/17	Action Established

Item	Description	Open / Closed	Date	Status
NOI public meeting	RL to provide Ecology the draft presentation for the NOI public meeting scheduled for 9/21/17.	Open	8/24/17	Action Established

FACILITY OPERATIONS

- Routine inspections, surveillances, and preventative maintenance continue.
- Ecology performed an inspection on July 6, 2017, and all requested information and documentation has been provided.

RCRA CLOSURE OPERATIONS - STABILIZATION OF HOT CELLS (PROJECT W-130)

- The last of the remaining debris waste generated during Project W130 has been sent to ERDF for disposal.

RCRA CLOSURE OPERATIONS - MANAGEMENT OF CESIUM AND STRONTIUM CAPSULES (PROJECT W-135)

- WESF Modifications: Preliminary design in progress.
- Capsule Storage Area (CSA): Preliminary design in progress.
- Cask Storage System (CSS): Preliminary design in progress.
- New five wide office trailer complex has been assembled and occupied by project staff.

RCRA PERMITTING ACTIVITIES

- Work continues on drafting RCRA permitting documentation associated with Project W135.
- NOI public meeting scheduled for 5:30-6:30 p.m. on 09/21/17 at the Richland Library.

Waste Encapsulation and Storage Facility Project Managers Meeting (WESF)
2420 Stevens Center, CR-126
Richland, Washington

August 24, 2017

ATTENDANCE LIST

Name	Organization	Phone Number
1. Sandy Shore	CHPRC	373-9709
2. Stephanie Johansen	CHPRC	373-1031
3. Mitch Morratt	CHPRC	373-7351
4. Kathy Knox	court reporter	946-5535
5. Julie Reddick	DOE /RL	376-2003
6. David Watson	CHPRC	373-3250
7. Stephanie Schleit	Ecology	372-7929
8. Liljann Bander	Ecology	372-7951
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**WASTE ENCAPSULATION AND STORAGE FACILITY
(WESF) PROJECT MANAGERS MEETING
2420 Stevens Center, CR-126
Richland, Washington**

**August 24, 2017
9:00 A. M. to 9:30 A. M.**

AGENDA

- I. The June 29, 2017 Waste Encapsulation and Storage Facility (WESF) Project Managers Meeting (PMM) Minutes were submitted to the Administrative Record (AR).
- II. Operational Status
- III. Status of Previous Agreements and Commitments
- IV. New Agreements and Commitments
- V. Near Term Schedules and Ongoing Activities (Milestones, TSD Unit)
 - A. WESF Modifications (Permit updates for WESF changes)
 - Scheduled submittal date
 - B. Capsule Storage Area Permit Modification Request
 - Scheduled submittal date
 - C. HF RCRA Permit Rev. 9 Update
 - D. M-92-05
- VI. Approved Changes Signed Off in Accordance with TPA Section 12.2
- VII. General Discussion
 - A. Discuss format of Actions Table
 - B. Verify Ecology primary and alternative representatives
- VIII. Actions

Unit	Description of Action	Status	Date
M-92-05	Ms. Reddick to follow up on discussions during meeting with Ecology regarding M-092-05	Open	2/23/17
	Ms. Reddick will review and then transmit the change package for the proposed milestones to Ms. Schleif.	Open	4/27/17
	Ecology is expecting the milestone package by 6/30/2017	Open	6/29/17
Project W-135	Ecology and RL/CHPRC will follow up internally regarding the SEPA checklist and the EIS, and meet to discuss respective follow-ups.	Open	4/27/17

Unit	Description of Action	Status	Date
	Ecology is expecting a supplemental EA to address (1) moving the capsules out of WESF, (2) the transportation process, and (3) the new location for CSA. Ms. Reddick will send Ms. Schleif an email detailing why an EA is not necessary. Ms. Schleif will get feedback from her SEPA manager and respond when she has more information.	Open	6/29/17
Tour	Ms. Johansen will contact Joel Williams to verify tour date and send invite to Ecology.	Open	6/29/17

IX. Documents for Submittal to the Administrative Record

X. Next Project Managers Meeting