

**Meeting Minutes Transmittal**

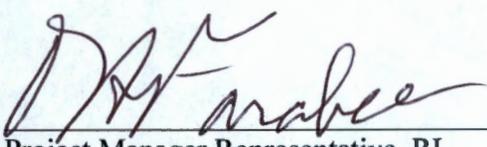
**M-091 Milestone  
Project Managers Meeting  
825 Jadwin / Room 540S  
Richland, Washington  
August 25, 2016**

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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.

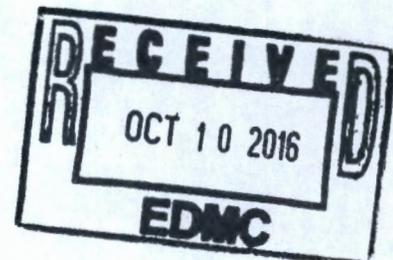
  
\_\_\_\_\_  
Project Manager Representative, Ecology

Date: 10/5/2016

  
\_\_\_\_\_  
Project Manager Representative, RL

Date: 10/4/16

M-091 Administrative Records  
JV Borghese  
MS Collins  
PE Eberlein  
RH Engelmann  
SK Johansen  
S. Luttrell  
PW Martin  
LC Petersen  
S. Luttrell



M-091 PROJECT  
Project Managers Meeting Minutes  
825 Jadwin/Room 540S/700 Area  
Richland, Washington

August 25, 2016

- I. The March 24, 2016, Project Managers Meeting (PMM) Minutes were submitted to the Administrative Record (AR). The April 2016 PMM was canceled. The May 26, 2016, PMM minutes are in review and will be submitted to the AR after signature approval by RL and Ecology representatives. The June and July 2016 PMMs were canceled. Stephanie Johansen (CHPRC) noted that the responsibility for the PMMs has transitioned to the projects, and she will be facilitating the PMMs.
  
- II. Status Report
  - A. TPA Milestone Update

Al Farabee (RL) provided an update on the milestone status (see handout). Mr. Farabee indicated that Michael Collins (RL) has completed his review of the project management plan (PMP) associated with M-091-03, and RL remains committed to providing a response to Ecology by 9/14/16.

Mr. Farabee stated that 280 cubic meters have been processed for the 2016 milestone under M-091-47, and the current total is slightly over 400 cubic meters. Elis Eberlein (Ecology) stated that RL/CHPRC are now working towards the fiscal year 2017 milestone of 280 cubic meters and are close to meeting that milestone. Mr. Farabee agreed with Mr. Eberlein's statement, and added that in agreement with Ecology, the overage in 2016 will count towards 2017. Mr. Farabee stated that RL will hold CHPRC accountable, via contractual methods, for completing an additional 280 cubic meters in FY17.

Mr. Farabee reported that M-091-51 is on schedule to submit the engineering alternatives study to Ecology by September 30, 2016. Mr. Farabee noted that RL has reviewed and commented on the draft study. Mr. Farabee stated that the remaining milestones in the table are all on schedule.
  
- III. Status of Previous Agreements and Commitment
  - A. There were no previous agreements or commitments to discuss.
  
- IV. New Agreements and Commitments
  - A. There were no new agreements or commitments to discuss.
  
- V. Near Term Schedules and Ongoing Activities (Milestones)
  - A. Ms. Johansen noted that the near term milestone activities were discussed under the TPA milestone update.
  
- VI. Approved Changes Signed Off in Accordance with TPA Section 12.2
  - A. There were no approved changes to discuss.

VII. General Discussion

A. Mr. Eberlein stated that CHPRC is doing a good job of keeping track of the shipments that go to Permafix Northwest, but he is waiting on a backlog of some older acceptable knowledge (AK) packages associated with the shipments. Mr. Farabee clarified that meetings are held with Ecology to discuss the AK packages prior to shipments. Mr. Eberlein responded that meetings are held to discuss the AK packages, but the process for sending the AK package is not working as efficiently. Mr. Farabee asked about the time lag from the meeting to receipt of the AK package. Mr. Eberlein did not provide a time lag, but stated that the oldest AK package shipment that is missing is from 2014. Mr. Eberlein stated that he sent Dean Nester (CHPRC) and Joel Williams (CHPRC) a list of the AK packages that he had received, but he noted in the message that there were still some missing AK packages. Mr. Eberlein added that CHPRC sent four AK packages yesterday. Ms. Johansen took an action to follow up with Mr. Nester and Mr. Williams and provide the missing AK packages prior to the next PMM, or provide a status during the PMM. Mr. Farabee summarized that meetings are held with Ecology on the AK packages prior to shipments to Permafix Northwest, but the AK packages are not being sent in a timely manner following the meetings. Mr. Eberlein concurred with Mr. Farabee's summary.

VIII. Actions

Unit	Description of Action	Status	Date
Acceptable Knowledge (AK) packages	Stephanie Johansen (CHPRC) to follow up on Elis Eberlein's (Ecology) request for AK packages that have not been received	New	8/25/16

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 27, 2016, in accordance with RL and Ecology agreement to hold the meetings every other month.

**M-091 PMM Status Summary – August 25, 2016**

<b>Milestone</b>	<b>Due Date(s)</b>	<b>Status Summary</b>	<b>Comments</b>
<b>M-091-00:</b> Complete treatment of MLLW and TRUM waste.	TBD		<ul style="list-style-type: none"> <li>Dates to be established pursuant to M-091-44T.</li> </ul>
<b>M-091-03:</b> Submit TRUM waste/MLLW PMP	Revision due annually by 06/30.	FY 2016 Complete	<ul style="list-style-type: none"> <li>Ecology provided comments back to DOE on the CY2016 PMP submittal. DOE is working on the comment resolution with response back to Ecology due 9/14/2016.</li> </ul>
<b>M-091-44T:</b> Submit a change request to establish a schedule for shipping M-091 TRUM waste offsite	09/30/20	On Schedule	
<b>M-091-47:</b> Certify TRUM waste and Dispose MLLW	<p align="center">M-091-47C Certify/Treat 280 m<sup>3</sup> 09/30/17</p> <p align="center">M-091-47D Certify/Treat 280 m<sup>3</sup> and Submit Change Request establishing the next two interim milestones 09/30/18</p>	<p align="center">On Schedule</p> <p align="center">On Schedule</p>	<ul style="list-style-type: none"> <li>M-091 MLLW and TRUM waste in aboveground SWOC storage – 8508 m<sup>3</sup> (as of 08/24/16).</li> <li>135.1 m<sup>3</sup> repackaged (as of 8/24/2016).</li> </ul>
<b>M-091-48:</b> Complete shipping M-091 TRUM waste offsite	09/30/30	On Schedule	

Milestone	Due Date(s)	Status Summary	Comments
<b>M-091-49A:</b> Submit a change request to establish a schedule for achieving schedule for RSW	09/30/20	On Schedule	
<b>M-091-49:</b> Complete retrieval and designation of RSW	09/30/28	On Schedule	<ul style="list-style-type: none"> <li>• No substrate sampling and analysis was performed – as of August 2016</li> </ul>
<b>M-091-51:</b> Submit engineering alternatives study for acquisition of new capabilities to complete the milestone series	09/30/16	On Schedule	<ul style="list-style-type: none"> <li>• Preparing submittal to Ecology</li> </ul>
<b>M-091-52:</b> Submit a change request with target dates for acquisition of new capabilities to complete the milestone series	09/30/17	On Schedule	
<b>M-091-53:</b> Submit a change request replacing the M-091-52 target dates with annual milestones for acquisition of new capabilities to complete the milestone series	09/30/18	On Schedule	

M-091  
**Project Managers Meeting**  
**825 Jadwin / Room 540S**  
**Hanford, Washington**

August 25, 2016

**ATTENDEE LIST**

Name	Organization	Phone Number
1.		
2. Kathy Knox	Court reporter	946-5535
3. Stephanie Johansen	CHPRC WFMENU	373-1031
4. P. SHARON GABRADA	CHPRC	373-9792
5. Sandy Shore	CHPRC	373-9709
6. Sasa Kosjerina	CHPRC	373-9622
7. Jane V. Borghese	CHPRC	373-3804
8. Wade Woolery	DOE-R2	372-2889
9. Ed Soto	Ecology	372-7933
10. Daniel Houston	Ecology	
11. Stuart Luttrell	Ecology	372-7883
12. John Temple	Ecology	372-7940
13. Elis Eberlein	Ecology	372-7906
14. Al Farabee	DOE	376-8089
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**M-091 PROJECT MANAGERS MEETING**

**825 Jadwin / Room 540S**

**Hanford, Washington**

**August 25, 2016**

**9:30 A.M. to 10:00 A.M.**

**Agenda**

- I. The March 24 2016, Project Managers Meeting (PMM) minutes have been submitted to the Administrative Record (AR). The April 2016 PMM was canceled. The May 26, 2016, PMM minutes are in review and will be submitted to the AR after signature approval by RL and Ecology representatives. The June 2016 and July 2016 PMMs were canceled.
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- III. Status of Previous Agreements and Commitments
- IV. New Agreements and Commitments
- V. Near Term Schedules and Ongoing Activities (Milestones)
- VI. Approved Changes Signed Off in Accordance with TPA Section 12.2
- VII. General Discussion
- VIII. Actions

Unit	Description of Action	Status	Date

- IX. Documents for Submittal to the Administrative Record
- X. Next Project Managers Meeting