

Tri-Party Agreement Milestone M-035-09
Project Manager Meeting
February 28, 2024




SIGNATURES:

In accordance with the Tri-Party Agreement Section 4.1, Project Manager Role, any agreements and commitments resulting from the meeting will be prepared and signed by all parties as soon as possible after the meeting. The undersigned indicate by their signatures (or their delegate's signature) that these meeting minutes reflect the actual discussion during this meeting. Signatures denote concurrence with the agreements and commitments resulting from this meeting and do not imply agreement with statements made during this meeting. Attachments to these meeting minutes are provided for informational purposes only.

Approval: Kathleen Higgins Digitally signed by Kathleen Higgins
Date: 2024.03.12 11:28:56 -07'00' Date: _____
K.L. Higgins, DOE Project Manager

Approval: DeLuna, Will (ECY) Digitally signed by DeLuna, Will
(ECY)
Date: 2024.03.07 06:44:40 -08'00' Date: _____
G.G. Deluna, Ecology Project Manager

Approval:  Digitally signed by DAVID
EINAN
Date: 2024.03.08 13:31:08
-08'00' Date: _____
D.R. Einan, EPA Project Manager

cc: Administrative Record

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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.

For this meeting, Anne McCartney represented Dave Einan for EPA.

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 January 31, 2024, and the approved meeting minutes were entered into the Hanford Administrative Record (AR) on February 7, 2024.

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, and that draft TPA Change Control Form for Milestone M-035-12 should be submitted to Ecology for review soon.

DOE noted that an email was received from EPA regarding data access needs and asked EPA to share what data access needs they had. EPA stated they were interested in obtaining connection to the Hanford Local Area Network (HLAN) and access to the Hanford Data Integrator (HANDI), which is a TPA-related database identified in [DOE/RL-93-69, Tri-Party Agreement Databases, Access Mechanism, and Procedures, Revision 7](#). EPA noted they used to have access to HLAN previously, before relocating offices many years ago. HMIS took the action to evaluate EPA's connection to the HLAN, which would provide access to the HANDI database. HMIS also took the action to provide EPA with a link to DOE/RL-93-69, which describes the process for obtaining access to HLAN and the TPA-related databases.

4.0 STATUS OF PREVIOUS AGREEMENTS AND COMMITMENTS

HMIS noted there was nothing new to report on the M-035 Settlement Agreement requirements for A-023-03, A-023-04, and A-023-05.

5.0 STATUS OF ACTIONS

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

DOE stated that a dry-run of the M-035 Technical Approach Repository Demo was conducted internally yesterday to make sure DOE is prepped for the repository demo scheduled with

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Ecology on March 6, 2024. DOE noted there is a file structure in place with search capability and was looking forward to sharing progress with Ecology. DOE added that one of the items that came up during the dry run is addressing areas in the repository that are going to have substantially larger volumes of records, like inspections and groundwater data, and DOE noted that any discussion or feedback from Ecology would be appreciated. Ecology stated they were looking forward to the demo and that some key staff are not available on March 6 for the demo but did get alternates that plan to attend. The alternates would take the information back and Ecology would make sure DOE received any questions or feedback and may request an additional demo, if needed. DOE offered Ecology the opportunity to see the demo in-person and noted that a hybrid or online option is also available for the meeting. Ecology responded by saying some staff would prefer the demo in-person and others may prefer to attend the meeting online (via Microsoft Teams).

6.0 APPROVED CHANGES

HMIS noted that there were no approved changes.

7.0 DOCUMENTS SUBMITTED TO THE HANFORD ADMINISTRATIVE RECORD

HMIS noted there was one document submitted to the Hanford AR:

- January 31, 2024 TPA Milestone M-035-09 PMM Meeting Minutes (reference [AR-28264](#)).

8.0 REVIEW OF TODAY'S ACTIONS/UPCOMING MEETING

There were two actions captured during this meeting:

No.	Topic	Actions from 02/28/24 Meeting
2024.02-01	EPA Access to HLAN and HANDI	HMIS took the action to evaluate EPA's connection to the HLAN, which would provide access to the HANDI database. This action is in progress and will be tracked in the interim. HMIS also took the action to provide EPA with a link to DOE/RL-93-69, which describes the process for obtaining access to HLAN and the TPA-related databases. This action was completed via email on February 28, 2024, following this meeting.

The next M-035-09 PMM is scheduled for March 27, 2024.

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9.0 LIST OF ATTENDEES

Bowers, Holly	WRPS
Brasher, Stephanie	HMIS
Burnett, Kaylin	DOE
Deluna, Will	Ecology
Eddy, Mike	DOE
Heidelberg, Don	HLMI
Higgins, Kathy	DOE
MacDonald, Dawn	DOE
Martinez, Meagan	HMIS
McCartney, Anne	EPA
Roach, John	North Wind Solutions
Turner, Michael	HMIS
Van Mason, Eric	HLMI

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ATTACHMENT 1 – AGENDA

Agenda

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

February 28, 2024, 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 January 31, 2024 and the meeting minutes were approved on February 7, 2024 and submitted to the Hanford Administrative Record (reference [AR-28264](#))

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-023-03	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
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4. Status of Actions

No.	Action	Actionee	Due Date	Status
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/Pilot Project process as it's being implemented. On February 12, 2024, DOE scheduled the M-035 Technical Approach Repository Demo to Ecology to be held on March 6, 2024.

5. Approved Changes

- None at this time.

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

- January 31, 2024 TPA Milestone M-035-09 PMM Meeting Minutes (reference [AR-28264](#))

7. Scheduled Meetings

- 3/06/2024 – M-035 Technical Approach Repository Demo to Ecology
- 3/21/2024 – Quarterly Milestone Review for the Central Plateau/River Corridor
- 3/27/2024 – TPA Milestone M-035-09 PMM
- 4/24/2024 – TPA Milestone M-035-09 PMM