Lifecycle Report Project Managers Meeting
March 12, 2025
In-person / Virtual MS Teams Meeting
Meeting Minutes

Distribution

Stephen Korenkiewicz	DOE-RL	H5-20
David Kemp	DOE-RL	H5-20
Neil Caudill	Ecology	H0-57
Aaron Hubler	Ecology	N/A
Dave Einan	EPA	A3-46
Geoff Schramm	EPA	A3-46
Anne McCartney	EPA	A3-46
Brian Esparza	HMIS – PP&O	H1-27
Cynthia Bounds	HMIS – PP&O	H1-27
Stephanie Brasher	HMIS – TPA	A3-01
Michael Turner	HMIS – TPA	A3-01
	ADMINISTRATIVE RECORD	H6-08

Please send Meeting Minute comments or changes to Stephen Korenkiewicz (Stephen.Korenkiewicz@hanford.gov) and Cynthia Bounds (cynthia_l_bounds@rl.gov)

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.

STEPHEN KORENKIEWICZ Digitally signed by STEPHEN KORENKIEWICZ
Date: 2025.05.22 07:38:44 -07'00'

Stephen Korenkiewicz, Project Manager
U.S. Department of Energy, Richland Operations Office

Date

Caudill, Neil (ECY) Digitally signed by Caudill, Neil (ECY)
Date: 2025.05.22 15:24:27 -07'00'

Neil Caudill, Project Manager
Washington State Department of Ecology

Date

Digitally signed by DAVID EINAN
Date: 2025.05.29 08:11:36 -07'00'

Dave Einan, Project Manager
U.S. Environmental Protection Agency

Date

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1.0 Administrative Items

Stephen Korenkiewicz and Brian Esparza thanked everyone for attending the meeting virtually and in-person and confirmed the agenda for this Project Mangers Meeting.

A change in the Hanford Field Office (HFO) Project Manager for the Tri-Party Agreement (TPA) M-036-01 milestones occurred in March 2025, with Mr. Stephen Korenkiewicz assuming the responsibilities as the HFO Lifecycle Report (LCR) Project Manager. The M-036 project managers for EPA and Ecology remain unchanged.

The attendees list for this meeting is provided in Attachment A. Identified Action Items for tracking are documented in Attachment B. Any items from this meeting that belong in the Administrative Record are documented in Attachment C.

2.0 LCR Baseline Information Status

Brian Esparza provided an overview of the of the LCR baseline status, the dataset, pricing, and successful delivery of the final 2025 LCR report to HFO on February 27, 2025.

The 2025 LCR dataset is aligned with the non-contract baseline as identified in the River Protection Project System Plan, Rev. 10, Scenario 2 (consistent with the Holistic Negotiation Settlement Agreement) and the dataset has a cutoff of August 31, 2024, which is prior to the agreement's finalization. Any other possible or pending decisions documents, changes to milestones, or newly negotiated contract awards occurring beyond this date will be reflected in future LCR reports.

Action: Brian Esparza – to monitor LCR dataset, report content updates, and questions or concerns.

3.0 The 2025 LCR Development and Delivery

The LCR is currently undergoing its final review at Environmental Management (EM) headquarters as part of the DOE clearance process. The report's anticipated delivery date is scheduled to meet the TPA Milestone M-036-01K due date of March 31, 2025.

A public feedback period is anticipated to begin April 15, 2025, and last for 60 days. Comments can be sent to the newly set up email address, lifecyclereport@rl.gov, which is mentioned in the report or directly to DOE. Additionally, the legacy email address at lcssc@rl.gov remains active and is linked to the new account should any reviewer retain use of this address.

It was determined that following the public release of the LCR, DOE will take the lead on developing a short summary presentation for the June Quarterly TPA milestone review meeting. Ecology and EPA will review and approve the presentation prior to delivery.

Action: Steve Korenkiewicz will continue coordination with HMIS and the DOE Project Control Officers to work through questions as they arise, including any needed actions following the delivery of the report to Ecology and EPA.

4.0 Upcoming Meetings and Events

March 20, 2025 – Quarterly TPA and IAMIT Meeting: The M-036 project managers confirmed that an IAMIT Milestone Review Form will be drafted and submitted to the PMs for review and approval, prior to it being provided for this meeting package.

June 11, 2025 – The next LCR PM Meeting, the agenda to include any identified items.

Action: Cynthia Bounds to schedule LCR PM Meeting as in person / virtual event for Wednesday, June 11, 2025, at 2:00 pm.

5.0 Action Tracking Items and Status

One action item remain open. The remaining open item will be closed when the 2025 LCR is officially transmitted to the agencies. Open items are identified in Attachment B for tracking purposes. No new actions were identified during this meeting.

Attachment A – List of Attendees

Stephen Korenkiewicz	DOE-RL
Neil Caudill	Ecology
Dave Einan	EPA
Brian Esparza	HMIS
Cynthia Bounds	HMIS
Stephanie Brasher	HMIS
Michael Turner	HMIS

Attachment B – 2022-2024 Action Tracking List

Action No.	Actionee	Description	Date Opened	Date Closed	Status
2022-11	HMIS-Esparza	Prepare information for Mar Working Session Topics	01-18-23	03-07-23	Closed
2023-01	HMIS-Esparza	Gather baseline assumptions for Working Session Topics and identify WBS elements for obtaining costs	03-22-23	02-27-2025	Closed
2023-02	RL-Ortiz	Draft a TPA Change Control form for further discussion at the August PMM	05-15-23	08-29-23	Closed
2023-03	HMIS-Esparza	Prepare presentation on EPA comment status for PMM	06-07-23	08-30-23	Closed
2023-04	RL-Ortiz	Submit M-036-23-01 TPA Change Control form for approvals	08-31-23	09-12-23	Closed
2023-05	HMIS-Bounds	Continue review and disposition of remaining Appendix B comments as provided by Ecology and EPA.	12-06-23		Partially Closed – to be addressed with the 2025 LCR delivery

Attachment C – Administrative Record Items

The meeting minutes for the December 11, 2024, LCR PMM were signed by the M-036-01 Project Managers and placed in the Administrative Record (AR-33946).