



Tri-Party Agreement Milestone M-035-09
Project Manager Meeting Minutes
September 24, 2025



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:  Digitally signed by KAYLIN BURNETT
Date: 2025.10.06 08:02:33 -07'00' Date: _____
K.W. Burnett, Acting DOE Project Manager

Approval:  Digitally signed by Gerardo deLuna
Date: 2025.10.06 07:27:44 -07'00' Date: _____
G.G. Deluna, Ecology Project Manager

Approval: N/A - EPA PM was unable to attend this meeting Date: _____
L.C. Buelow, 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) has been scheduled monthly on the last Wednesday of each month and are held between the U.S. Department of Energy, Hanford Field Office (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 EPA Project Manager (PM) was unable to attend this meeting. Kaylin Burnett has been delegated as the Acting PM for DOE.

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 August 27, 2025, and the approved meeting minutes were entered into the Hanford Administrative Record (AR).

3.0 STATUS OF TPA M-035 MILESTONES

HMIS noted TPA Milestones M-035-11 and M-035-14 are on schedule to be completed by December 31, 2025.

4.0 STATUS OF PREVIOUS AGREEMENTS AND COMMITMENTS

HMIS noted the Noxious Weed Control Supplemental Environmental Project (A-023-03) was completed on September 19, 2025 via DOE letter [25-SSD-0071](#).

HMIS also noted work is in progress on the Gable Mountain Supplemental Environmental Project (A-023-04). Since the Gable Mountain Supplemental Environmental Project 2 is coming due September 22, 2026, the HMIS Sitewide Mitigation subject matter expert provided a project update. HMIS reported the scope of work for the Gable Mountain Project, identified in the [Settlement Agreement](#), is to perform continuing restoration of fire breaks and/or fund sagebrush grow-outs and planting activities at the Gable Mountain fire area. The Gable Mountain fire area is 5,500 acres on the east side of Gable Mountain that burned in May 2020, likely due to a lightning strike. The Gable Mountain Project phases include field evaluations of current conditions to inform restoration planning, completion of required environmental reviews, procuring native plants/seeds, and native planting activity. The HMIS SME covered the main scope elements of the project as they are listed in the Settlement Agreement. The scope elements include field evaluations of current conditions to inform restoration planning, completion of required environmental reviews, procurement of native plants and seeds, native planting activities, and a summary report to Ecology by September 2026.

HMIS noted the field evaluations to support revegetation planning were initiated in April/May 2024 and included an integrated project team kickoff and site walk down with area tribes in May 2024. Due to the sensitivity of Gable Mountain, HMIS stated that it was important to engage the area tribes upfront during project planning, and take an integrated approach with tribal, cultural, and

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ecological knowledge to develop the project scope to minimize impacts upfront. Tribal collaboration has also included discussions during Cultural Resource Working Group meetings, Tribal Affairs meetings, and review of the draft Revegetation Plan.

The second element is environmental reviews and HMIS noted completing an Ecological Compliance Review, Cultural Resource Review, and NEPA Determination in February 2025. This scope covers integrated vegetation management and monitoring activities consistent with the Hanford Site Biological Resources Management Plan and Hanford Site Revegetation Manual, which means that HMIS is seeding and planting species native to the Hanford Site using appropriate methodologies. HMIS noted they are targeting 35 acres within the burn area and firebreak area northeast of Gable Mountain.

The third element is procurement of native plants and seeds and HMIS has outsourced procurement of materials and is self-performing onsite collection of native grasses, forbs, and shrubs to support the grow and operations. This included onsite collections during the spring and fall months since 2024 and initiated grow out operations for procurement of seedlings in the fall of 2024. HMIS noted they are on schedule to meet procurement needs for this project this fall.

The fourth element is native planting activities and due to site conditions, site preparation activities including site treatments are necessary to reduce invasive species competition prior to planting. Since March 2025, the site has received multiple treatments to combat invasive annual grasses and noxious weeds. HMIS anticipates one additional site treatment in October 2025 prior to revegetation. HMIS also anticipates revegetation to commence in November 2025 and be completed by January 2026.

HMIS concluded the update by saying they are planning to initiate drafting the summary report in February 2026 to support project completion and submittal of the final summary report to Ecology by September 22, 2026.

The DOE PM asked if the tribes were able to identify the species of plants that they were interested in reseeded. HMIS confirmed that the tribes were able to identify the plants to reseed.

The Parties agreed to quarterly updates being provided for this project. The next Gable Mountain Project update will be provided during the December 31, 2025 meeting.

5.0 STATUS OF ACTIONS

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

During the November 29, 2023 PMM, 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.

At the January 31, 2024 PMM, DOE stated that a team consisting of DOE and One Hanford contractors had met a few times to develop a draft file structure in the Integrated Document Management System (IDMS) and believes the draft file structure would be ready to share with

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Ecology in approximately two weeks. DOE shared that they plan to schedule a meeting with Ecology to review the file structure and get Ecology's feedback. DOE noted that they hope to demonstrate the draft file structure in IDMS real-time with Ecology towards the end of February or early March 2024. Ecology acknowledged this was a good plan and referenced an email Ecology received from DOE which described the general idea of the file structure and that it made sense. DOE added that the team was utilizing the Permit as the basis for the file structure and could incorporate compliance schedules to help build and map it. Ecology agreed that seemed like a logical way to build it.

At the February 28, 2024 PMM, 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).

At the March 27, 2024 PMM, HMIS noted that DOE provided a live demonstration of the IDMS repository to Ecology on March 6, 2024 and then followed up by providing screenshots of the IDMS filing plan and search functionality to Ecology on March 7, 2024. HMIS asked Ecology if Ecology had any comments resulting from the demonstration of the IDMS repository. Ecology responded by saying the information was passed on to their staff and Ecology would provide any comments received back to DOE.

At the April 24, 2024 PMM, the Ecology PM noted that he was communicating via email with DOE on the M-035 Technical Approach/Pilot Project and didn't have anything to add or any issues.

At the May 29, 2024 PMM, the Ecology PM noted he has access and can view the new M-035 Repository in IDMS and that it looked good and plans to share it with the rest of the Ecology staff.

At the June 26, 2024 PMM, Ecology and DOE did not have any updates to report.

At the July 31, 2024 PMM, DOE reported that the contractors are working through procedure changes and DOE will be sending letters to the contractors to get them aligned and implementing the technical approach. DOE also noted the pilot project is on schedule.

At the August 28, 2024 PMM, Ecology and DOE did not have any updates to report.

At the September 25, 2024 PMM, DOE noted that the contractors are initiating the pilot to start populating the M-035 Repository in IDMS on October 1, 2024 to get some process implementation run time in, and make sure everything is working. DOE requested to meet with Ecology before the Thanksgiving holiday to work on defining the completion criteria for TPA Milestone M-035-10 and the follow-on milestones related to the M-035 Technical Approach/Pilot Project. Ecology agreed to meet with DOE and DOE took the action to schedule the meeting with Ecology.

At the October 30, 2024 PMM, DOE stated a meeting was held with the Ecology PM to discuss the mechanism to close out Milestone M-035-10. DOE noted the mechanism would be an email sent

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from DOE to the Ecology PM, providing the Ecology PM with the information that provides the ability to access the M-035 Repository in IDMS, and then the Ecology PM would confirm access and then send an email back to DOE to close out the milestone. DOE added that training on the M-035 Repository in IDMS would be provided to Ecology in mid-January 2025, and that the Ecology PM would be getting back to DOE on a specific date to schedule the training. The Ecology PM agreed and noted he would check with the Ecology staff to coordinate the January 2025 training and get back to DOE with the specific date to schedule the training.

At the November 20, 2024 PMM, the Ecology PM noted their TPA Manager was taking another position, and he would check with the new manager or program manager to coordinate the January 2025 training and get back to DOE with the specific date to schedule the training. DOE noted they will be coordinating with the Ecology PM in December to check the box for completing Milestone M-035-10.

At the December 18, 2024 PMM, the Ecology PM noted that DOE had sent an email stating that Ecology should have access to the M-035 Repository early, but by the end of the month at the latest, to complete TPA Milestone M-035-10. The Ecology PM also noted that they haven't hired a new TPA Manager yet but is thinking the M-035 Repository training will likely be scheduled in mid-January 2025.

At the January 29, 2025 PMM, HMIS noted the M-035 Repository training is scheduled to be provided to Ecology personnel the afternoon of January 29, 2025, and the training session was scheduled as a hybrid session to accommodate both in-person and online attendees via Teams. Ecology asked if the training session would be recorded because not all the individuals interested in the training will be available to attend. HMIS confirmed the training session will be recorded.

At the February 26, 2025 PMM, DOE asked Ecology if Ecology staff were utilizing the M-035 Repository as it appears unused. DOE added they wanted to make sure there are no technical issues that Ecology may be experiencing in accessing or using the M-035 Repository. The Ecology PM stated that no technical issues have been reported, and he would follow up with Ecology management to make sure there are no issues.

At the March 26, 2025 PMM, the Ecology PM stated he had a discussion with Ecology management about whether there are any technical issues associated with the M-035 Repository. Ecology added there are no issues, and everyone seems to be fine with the progress on the project.

At the April 30, 2025 PMM, there were no updates.

At the May 28, 2025 PMM, there were no updates.

At the July 30, 2025 PMM, the DOE PM stated that the Hanford Site is currently in the process of implementing additional cybersecurity controls that may change the way Ecology and EPA access the TPA databases identified in [DOE/RL-93-69](#) to meet cybersecurity requirements. DOE noted the changes may also involve changes to DOE/RL-93-69, however, it will not impact access to the databases and added that the proposal DOE is evaluating is a one-stop shop front-end portal type look where all the databases will be visible and accessible. The Ecology PM stated they are good as long as Ecology has access to the databases and is kept apprised of the changes. The DOE PM committed to keeping Ecology and EPA apprised of any changes as the cybersecurity requirements are implemented.

At the August 27, 2025 PMM, the DOE PM provided an update on the implementation of the additional cybersecurity controls. DOE noted that implementation may be delayed until April 2026

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due to funding as the preferred solution requires purchasing software and the funding for the software is tied to the FY26 budget. EPA asked if the cybersecurity requirement changes will affect their access to the Hanford network (HLAN). DOE responded by saying no it won't, and that both EPA and Ecology will still have access to the databases that they currently have access to. DOE added that the change will likely be a different login page and once the cybersecurity controls are implemented, DOE will notify the Ecology and EPA users where to go to access what they were accessing before. DOE committed to keeping Ecology and EPA apprised of the schedule and any access changes as the cybersecurity requirements are implemented next year.

At the September 24, 2025 PMM, the DOE PM noted they are in the planning phase, getting funding aligned to support implementation of the cybersecurity requirements, and plans to discuss the changes with Ecology and EPA when DOE understands more about what the changes will look like.

6.0 GENERAL DISCUSSION

HMIS asked the PMs if there were any items they would like to discuss.

The Ecology PM noted they have submitted several Visitor Hanford Computer Access Request (VHCAR) forms and there's no follow-up with the Ecology staff when the VHCAR forms are approved. As a result, the Ecology staff are not able to get their Logical Access Control System cards. Ecology requested DOE look into it. DOE took the action to follow-up with Ecology and provide a status.

7.0 APPROVED CHANGES

HMIS noted there are no approved changes.

8.0 DOCUMENTS SUBMITTED TO THE HANFORD ADMINISTRATIVE RECORD

HMIS noted the following documents were submitted to the Hanford AR:

- August 27, 2025 TPA Milestone M-035-09 PMM Meeting Minutes, posted to the AR on September 10, 2025 (reference [AR-36860](#)).
- DOE letter 25-SSD-0071 dated September 19, 2025, Completion of Settlement Agreement Requirement for Noxious Weed Control Supplemental Environmental Project, was submitted to the Hanford AR on September 22, 2025 (reference [AR-37060](#)).

9.0 REVIEW OF TODAY'S ACTIONS/UPCOMING MEETING

There was one action captured during this meeting:

No.	Topic	Actions from 9/24/25 Meeting
1	Ecology Requested Status on VHCAR Form Processing	DOE took the action to follow-up with Ecology and provide a status.

The next M-035-09 PMM is scheduled to be held on October 29, 2025.

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10.0 LIST OF ATTENDEES

Bowers, Holly	H2C
Brasher, Stephanie	HMIS
Burnett, Kaylin	DOE
Deluna, Will	Ecology
Johnson, April	HMIS
Martinez, Meagan	HMIS
Shaw, Dave	HMIS
Turner, Michael	HMIS

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ATTACHMENT 1 – AGENDA

Agenda

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

September 24, 2025, 11:00 am-12:00 pm
Virtual via MS Teams

Milestone 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 August 27, 2025
- Meeting minutes for the August 27, 2025 PMM were approved on September 10, 2025, and submitted to the Hanford Administrative Record (reference [AR-36860](#))

2. Status of TPA M-035 Milestones

Milestone	Status	Due Date	Milestone Description
M-035-10	Completed 12/19/2024	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-035-14	On Schedule	12/31/2025	Make Documents/Records/Data Accessible for the LERF/ETF TSD
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	Complete	9/22/2025	9/19/2025*	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

*Reference DOE letter [25-SSD-0071](#), which documents completion of A-023-03.

During the July 30, 2025 M-035 PMM, the PMs agreed to start quarterly updates on the Gable Mountain Supplemental Environmental Project. The first quarterly update on the Gable Mountain Supplemental Environmental Project will be provided during the M-035 PMM on September 24, 2025.

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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	Burnett, Kaylin DOE	TBD	<p>During the PMM held on October 25, 2023, DOE agreed to discuss and establish meetings with Ecology to work through the M-035 Technical Approach/Pilot Project process as it's being implemented.</p> <p>On February 12, 2024, DOE scheduled the M-035 Technical Approach Repository Demo to Ecology to be held on March 6, 2024.</p> <p>On March 6, 2024, DOE provided a demo of the repository to Ecology.</p> <p>On March 7, 2024, DOE sent screenshots of the IDMS filing plan and search functionality to Ecology.</p> <p>On April 24, 2024, the Ecology PM noted that he was communicating via email with DOE on the M-035 Technical Approach/Pilot Project and didn't have anything to add or any issues.</p> <p>On May 29, 2024, the Ecology PM noted they have access and can view the new M-035 Repository in IDMS and planned to share it with the rest of the Ecology staff.</p> <p>On June 26, 2024, Ecology and DOE did not have any updates to report on this action.</p> <p>On July 31, 2024, DOE reported that the contractors are working through procedure changes and DOE will be sending letters to the contractors to get them aligned and implementing the technical approach.</p> <p>On August 28, 2024, Ecology and DOE did not have any updates to report on this action.</p> <p>On September 25, 2024, DOE noted that the contractors are initiating the pilot to start populating the M-035 Repository in IDMS on October 1, 2024, to get some process implementation run time in and make sure everything is working. DOE requested to meet with Ecology before the Thanksgiving holiday to work on defining the completion criteria for TPA Milestone M-035-10 and the follow-on milestones related to the M-035 Technical</p>

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No.	Action	Actionee	Due Date	Status
				<p>Approach/Pilot Project. Ecology agreed to meet with DOE and DOE took the action to schedule the meeting with Ecology.</p> <p>On October 30, 2024, DOE stated a meeting was held with the Ecology PM to discuss the mechanism to close out Milestone M-035-10. DOE noted the mechanism would be an email sent from DOE to the Ecology PM, providing the Ecology PM with the information that provides the ability to access the M-035 Repository in IDMS, and then the Ecology PM would confirm access and then send an email back to DOE to close out the milestone. DOE added that training on the M-035 Repository in IDMS would be provided to Ecology in mid-January 2025, and that the Ecology PM would be getting back to DOE on a specific date to schedule the training. The Ecology PM agreed and noted he would check with the Ecology staff to coordinate the January 2025 training and get back to DOE with a specific date to schedule the training.</p> <p>On November 20, 2024, the Ecology PM noted their TPA Manager was taking another position, and he would check with the new manager or program manager to coordinate the January 2025 training and get back to DOE with the specific date to schedule the training. DOE noted they will be coordinating with the Ecology PM in December to check the box for completing Milestone M-035-10.</p> <p>On December 18, 2024, the Ecology PM noted that DOE had sent an email stating that Ecology should have access to the M-035 Repository early, but by the end of the month at the latest, to complete TPA Milestone M-035-10. The Ecology PM also noted that they haven't hired a new TPA Manager yet but is thinking the M-035 Repository training will likely be scheduled in mid-January 2025.</p> <p>On January 29, 2025, HMIS noted the M-035 Repository training is scheduled to be provided to Ecology personnel the afternoon of January 29, 2025, and the training session was scheduled as a hybrid session to accommodate both in-person and online attendees via</p>

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No.	Action	Actionee	Due Date	Status
				<p>Teams. Ecology asked if the training session would be recorded because not all the individuals interested in the training will be available to attend. HMIS confirmed the training session will be recorded.</p> <p>On February 26, 2025, DOE asked Ecology if Ecology staff were utilizing the M-035 Repository as it appears unused. DOE added they wanted to make sure there are no technical issues that Ecology may be experiencing in accessing or using the M-035 Repository. The Ecology PM stated that no technical issues have been reported, and he would follow-up with Ecology management to make sure there are no issues.</p> <p>On March 26, 2025, the Ecology PM stated he had a discussion with Ecology management about whether there are any technical issues associated with the M-035 Repository. Ecology added there are no issues, and everyone seems to be fine with the progress on the project.</p> <p>On April 30, 2025, there were no updates.</p> <p>On May 28, 2025, there were no updates.</p> <p>On July 30, 2025, the DOE PM stated that the Hanford Site is currently in the process of implementing additional cybersecurity controls that may change the way Ecology and EPA access the TPA databases identified in DOE/RL-93-69 to meet cybersecurity requirements. DOE noted the changes may also involve changes to DOE/RL-93-69, however, it will not impact access to the databases and added that the proposal DOE is evaluating is a one-stop shop front-end portal type look where all the databases will be visible and accessible. The Ecology PM stated they are good as long as Ecology has access to the databases and is kept apprised of the changes. The DOE PM committed to keeping Ecology and EPA apprised of any changes as the cybersecurity requirements are implemented.</p> <p>On August 27, 2025, the DOE PM provided an update on the implementation of additional cybersecurity controls. DOE noted that implementation may be delayed until April 2026 due to funding as the preferred solution requires purchasing software and the funding for the software is tied to the FY26 budget. EPA asked if the cybersecurity requirement changes will affect their access to the Hanford network (HLAN). DOE responded by saying no it won't,</p>

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				<p>and that both EPA and Ecology will still have access to the databases that they currently have access to. DOE added that the change will likely be a different login page and once the cybersecurity controls are implemented, DOE will notify the Ecology and EPA users where to go to access what they were accessing before. DOE committed to keeping Ecology and EPA apprised of the schedule and any access changes as the cybersecurity requirements are implemented next year.</p>

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5. General Discussion

- DOE PM delegation for the M-035 milestone series:
 - On February 26, 2025, DOE noted they are currently evaluating who the DOE PM will be for the M-035 milestone series and would send out a PM delegation once DOE had determined the new PM
 - Kaylin Burnett has been delegated as the Acting PM for DOE

6. Approved Changes

- None at this time.

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

- August 27, 2025 TPA Milestone M-035-09 PMM Meeting Minutes posted to the AR on September 10, 2025 (reference [AR-36860](#))
- Completion of the Site-Wide Noxious Weed Control Supplemental Environmental Project, reference DOE letter 25-SSD-0071, dated September 19, 2025, posted to the AR on September 22, 2025 (reference [AR-37060](#))

8. Scheduled Meetings

- 10/29/2025 – TPA Milestone M-035-09 PMM
- 11/26/2025 – TPA Milestone M-035-09 PMM – **Day before Thanksgiving holiday, do we need to reschedule this meeting?**
- 12/18/2025 – TPA Quarterly Milestone Review for the Central Plateau/River Corridor
- 12/31/2025 – TPA Milestone M-035-09 PMM
- 01/28/2026 – TPA Milestone M-035-09 PMM