



THE MEMPHIS DEPOT TENNESSEE

ADMINISTRATIVE RECORD COVER SHEET

AR File Number 107

MEETING MINUTES
Restoration Advisory Board
April 20, 1995

Defense Distribution Depot Memphis, Commander's Conference Room

The April Restoration Advisory Board Meeting was held on April 20, 1995, at the Defense Depot Memphis, Tennessee (DDMT) in the Commander's Conference Room. The attendance list is attached.

Ms. Christine Kartman opened the meeting by welcoming the RAB members and members of the community and giving them an overview of the agenda for the meeting.

Old Business

RAB- Technical Assistance Grant--

Ms. Kartman explained that there was no new information of the Technical Assistance Grants that are available to a RAB. We do know that the Department of Defense (DOD) has money for these grants and Ms. Kartman has sent an estimate in for the RAB. When a response is received from DOD the RAB will be asked how they would like to use these funds. This grant would give the RAB the opportunity to hire a technical assistant, someone independent of the Depot, to aid in technical understanding of material, hire an outside second reviewer for remediation plans, or funding for a possible health study. The RAB members will be provided with more information about this opportunity in the future.

Federal Facilities Agreement--

Ms. Kartman gave an update on the Federal Facilities Agreement. It was signed by the EPA in January. The state of Tennessee and the Depot had signed it previously. This agreement will aid in giving structure to the restoration activities at the Depot.

New Business

Base Realignment and Closure (BRAC) Update --

The Depot is currently on the BRAC list. This will not affect the path we are on for cleanup other than to possibly speed it up. The main concern is that the quality of restoration activities is not compromised during this process. The RAB will continue to function throughout this process and would become more active.

Important dates related to BRAC:

- | | |
|----------|--|
| -2/28/95 | DDMT is published on proposed BRAC list |
| -5/17/95 | Additional facilities may be added to original list |
| -7/1/95 | Completed BRAC list goes to President with any Commission additions or deletions. The President then has 15 days to sign list in agreement or to send it back to the Commission in Congress. |
| -8/15/95 | If sent back to Congress, a new list must be submitted by August 15th. |

It is important to note the President has never changed the submitted BRAC list.

The General Accounting Office (GAO) has also visited the Depot. They are an independent agency, but it is unclear how much input their findings may have in the BRAC process.

University of Memphis Proposal--

Leigh Mills, a student at the University of Memphis, has provided the Depot with a proposal for a public outreach study/survey. This would involve getting out into neighborhood groups, churches, etc. to get input on what the communities concerns are in relation to restoration at the Depot. This would involve one on one conversations and a prioritized listing of citizens' concerns. Such a study would give broad-based community input and would be done by independent students researching as part of their studies at the university. Currently, we are in the process of trying to locate funding for this study. Once funding is obtained and a final proposal will be drawn up and presented to the RAB.

State Health Department Study--

Larry Smith will draft a letter to them on behalf of the RAB urging the State Health Department to provide information to the RAB regarding a study the can be done to acquire health information. Mr. Smith will provide a draft letter at the next RAB meeting. The public outreach study may aid in providing justification for a state health study.

Project Update--

Mr. Novitzki stated that there are now eight Remedial Investigation/Feasibility Study (RI/FS) documents in a Draft Final Form that have been provided to EPA and the state for review. Four of these documents have been condensed into Executive Summaries that have been provided to the RAB members. The additional four summaries will be distributed and discussed at the next RAB meeting. Since these documents are still in a draft form they have not yet been forwarded to the information repositories. Once all comments are incorporated and the documents are final they will be placed in the repositories. Any RAB members who have input or comments on these first four summaries should provide them by the next RAB meeting to Mr. Novitzki.

The Executive Summaries discussed included the Generic RI/FS Work Plan, the Generic Quality Assurance Project Plan, the Generic Health and Safety Plan and the Screening Sites Field Sampling Plan.

The Generic RI/FS Work Plan provides the foundation to all of the other seven documents. This plan includes information on previous findings and studies, general goals and objectives, procedures, site locations, physical descriptions, potential contaminants and possible health concerns.

The Generic Quality Assurance Project Plan contains information on 14 tasks used during the restoration process for quality assurance. It discusses the four levels of data, how they are collected and the reliability and accuracy of each level.

The Generic Health and Safety Plan includes detailed information on safety procedures to be used both on and off site. Other information such as decontamination procedures and proper disposal methods are also discussed. The Generic Quality Assurance Project Plan and the Generic Health and Safety Plan are both umbrella documents to the Screening Sites Field Sampling Plan and the site specific plans for OU-1, OU-2, OU-3 and OU-4.

Mr. Gray noted that the Generic Health and Safety Plan should be distinguished from a community contingency plan. It should be specified that one is for employees and one is for community safety.

It should also be clarified that PCBs were never stored on the Depot, they existed only in electrical transformers.

The Screening Sites Field Sampling Plan is a comprehensive document that covers the entire Depot. This document provides information on sites that there are still questions about at this time. These sites will be sampled and then one of three actions will be taken. These site will have an Interim Remedial Action taken, an early removal, or a full investigation.

Mr. Gray pointed out that this summary should include an overall count on the number of screening sites discussed.

Other—

If anyone has information or ideas on what could be included in the next newsletter please contact Sue Estes.

RAB members' absences were discussed. The attendance will be checked and the appropriate letters of notification will be sent.

The RAB members were provided with a copy the Spring 1995 Restoration Newsletter.

The next planned RAB meeting will be Thursday May 18th. Topics for the agenda will include the additional four Executive Summaries and a discussion on chemical warfare burial.

The meeting was adjourned at 7:35 p.m.

Restoration Advisory Board Members

Ms. Christine Kartman
Mr. Jim Morrison for Mr. Jordan English

Ms. Pamela Walker for Ms. Janet Hooks
Mr. Carter Gray

Mr. Larry Smith

Ms. Veronica Smith
Dr. Cleo Kirk
Mr. Eugene Brayon
Mr. John Garrison
Mr. Mondell Williams
Mr. James Goines
Ms. Martha Berry

Defense Depot Memphis
Tennessee Department of Environment and
Conservation (TDEC)
Memphis City Council
Memphis/Shelby County Health Department
(MSCHD)
Mid-South Peace and Justice Center
(Community Co-Chair)
Citizen Representative
Shelby County Commission
Citizen Representative
Citizen Representative
Citizen Representative
Citizen Representative
EPA

Others in Attendance

Mr. Frank Novitzki
Mr. George Dunn
Ms. Tiki Whitfield
Ms. Sue Estes
Ms. Kathy Brundage
Ms. Leigh Mills
Mr. Barry Moore

Mr. Carl Johnson

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EPA
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ME3, L.L.C.
Student University of Memphis
Memphis/Shelby County Health Department
(MSCHD)
Citizen

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