



THE MEMPHIS DEPOT TENNESSEE

ADMINISTRATIVE RECORD COVER SHEET

AR File Number 70

MEETING MINUTES
Restoration Advisory Board
July 21, 1994, 6:30 p.m.

Defense Distribution Depot Memphis, Commander's Conference Room

The first Restoration Advisory Board (RAB) meeting was held on July 21, 1994, at the Defense Depot Memphis Tennessee (DDMT) in the Commander's Conference Room. The following people were in attendance:

Restoration Advisory Board Members

Ms. Christine Kartman	Defense Depot Memphis (Installation Co-Chair)
Ms. Karen Blanks	Industry Representative
Mr. Jordan English	Tennessee Department of Environment and
Conservation (TDEC)	
Mr. James Goines	Citizen Representative
Mr. Carter Gray	Memphis/Shelby County Health Department (MSCHD)
Ms. Allison Humphris/Martha Berry	Environmental Protection Agency
Ms. Helyn Keith	Shelby County Mayor's Office
Ms. Johnnie Mae Peters	Citizen Representative
Mr. Larry Smith	Mid-South Peace and Justice Center
Ms. Veronica Smith	Citizen Representative
Mr. Ulysses Truitt	Citizen Representative
Ms. Willie Mae Willett	Citizen Representative

Others in Attendance

Col. C. Mike Rust	Defense Depot Memphis
Mr. Frank Novitzki	Defense Depot Memphis
Ms. Denise Cooper	Defense Depot Memphis
Mr. George Dunn	Defense Depot Memphis
Mr. Larry V. Neidlinger	Defense Distribution Region East
Mr. John Romeo	U.S. Army Corps of Engineers
Mr. Mark Corey	CH2M Hill
Mr. Hunter Sartain	CH2M Hill
Mr. Bob Blanz	CH2M Hill
Ms. Sharon Mitchell	U.S. Army Space and Strategic Defense Command (SSDC)
Mr. Barry Moore	MSCHD-Water Quality
Ms. Sue Estes	Earth Tech
Ms. Kathy Brundage	Earth Tech

RAB Members not in Attendance

Mr. Reginald French	Memphis City Mayor's Office
Ms. Janet Hooks	Memphis City Council
Ms. Barbara Johnson	Citizen Representative
Dr. Cleo Kirk	Shelby County Board of Commissioners
Ms. Doris Prather	Citizen Representative
Ms. Barbara Sonnenburg	Memphis City Council
Rev. W.A. Suggs	Citizen Representative
Mr. James Webb	Memphis Light, Gas and Water Company

Ms. Kartman opened the meeting by welcoming the RAB members. Col. Mike Rust was introduced to the board. He welcomed the members and thanked them for their time and commitment to the group. Ms. Kartman then gave an overview of the agenda for the meeting.

Mr. Corey of CH2M Hill gave a presentation on the Restoration Process currently underway at the Depot. The presentation included the following topics:

- Facility Description
- Past Activities
- The Superfund Process/Future Activities
- National Priorities List
- Potential Pathways of Contamination
- Remedial Investigation Objectives
- Interim Remedial Measure

Col. Rust extended an invitation to the RAB members to tour the installation to see first hand the areas discussed in the presentation.

Ms. Kartman briefly reviewed the responsibilities of the RAB. She explained that their role is critical to the success of the restoration process. Responsibilities will include review of documents, advising the installation on proposed actions and involvement in public meetings. A complete briefing of this material was distributed to the RAB.

Several members of the RAB made corrections to the mailing list. These changes have been incorporated into a new RAB Member List which is enclosed with these meeting minutes.

Ms. Kartman made a motion on attendance for board members. The members offered various suggestions on how to keep attendance regular for all members. Mr. English voiced a concern about the need for regular attendance in order to keep up with the regulatory flow involving review of proposed activities at the Depot. Suggested ideas included sending notification letters out to members who miss two meetings in a row. The member is allowed to send a representative, however, if the member or a representative are not present at the third meeting the board will vote on the termination of the member. That member will be given the opportunity to nominate a replacement. Replacement nominees should also be representative of the group/organization of the members they are replacing. These provisions will be incorporated into the new charter for the RAB. Members agreed that a letter should be sent out to Mr. Reginald French and Ms. Barbara Sonnenburg.

Mr. Novitzki explained that contained in the information distributed to the RAB were two fact sheets and an Executive Summary. The two fact sheets contained general information about the Depot and an Interim Remedial Measure being considered for Dunn Field. The Executive Summary of the Generic Operable Unit Workplan gives a brief overview of the complete document which can be found in its entirety at any of the three information repositories. Mr. Novitzki asked the RAB to review this information and provide feedback on the presentation and content of the information given in the fact sheets and the summary.

Ms. Kartman then asked the group to provide input on the date and time for the next RAB meeting. The board agreed to hold the next meeting at 6:00 p.m. on Thursday, August 18, 1994 in the Commander's Conference Room at the Depot. The group agreed to try hold future meetings on the third Thursday of the month at 6:00 p.m. in the same location. The meetings will be public.

meetings and open for anyone to attend, however the board will be the functioning body. Advertisements will be placed in the legal notice section of local papers to notify the public of meetings.

Ms. Kartman also stated that the RAB will be provided with a fact sheet regarding the upcoming signing of the Federal Facilities Agreement (FFA) and what this means for the Depot. The anticipated date for publication of the Agreement is September 8, 1994 and a tentative date of September 22, 1994 has been set for the first public meeting describing the contents of the FFA and its impact on the restoration process.

The meeting was adjourned at 8:30 p.m.

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