

## BCT Minutes December 1, 1998

The meeting was held on December 1, 1998 at 9:00 a.m., in the 12<sup>th</sup> Floor Conference Room at the WPI office in San Antonio.

Attendance:

Name	Organization
Atkinson, Patrick	AFCEE/ERB
Banner, Gordon	TNRCC
Buelter, Don	Kelly AFB
Callaway, Laurie	KPMG
Carillo, Mike	EPA
De Venoge, Tom	Kelly AFB
Drinkwater, Lisa	CH2MHill
Gentry, Beth	WPI
Goodson, Bob	CH2MHill
Landez, Norma	Kelly AFB
Meshako, Chuck	AFBCA/DK
Miller, Bob	UNITEC
Moody, Kelly	CH2MHill
Pavlo, Tina	GKDC/OPTECH
Power, Abigail	TNRCC/ Region 13
Price, Lisa Marie	EPA
Ryan, William	Kelly AFB
Sassaman, Brian	Kelly AFB
Skrobarcek, Brian	WPI
Stankosky, Laura	EPA
Stieb, David	CH2MHill
Thomas, Dennis	COE
Underwood, Tim	KPMG

Lee Wille (Galileo Quality Institute) facilitated.

Dates and sites for upcoming meetings:

February 9-10, 1999, in San Antonio  
March 9-10, 1999, in San Antonio  
April 13-14, 1999, in San Antonio  
May 11-12, 1999, in San Antonio

Item #	Time	Lead	Support	Discussion Topic	Comments	How will we know it's done?	Disposition
1.	9:00am	Ryan, W.	Banner, G., Carrillo, M.	Backward-Planned Calendar for Kelly Clean-up	Provide an update on the Calendar development process.	Discussion is completed.	Closed. Constrained/unconstrained items on backwards planned calendar are done. William will create a separate table indicating points of regulatory input. Working on schedule of SWMU's is in the data collection phase. Target completion is the February 9 BCT.
2.	9:15am	Carrillo, M.	BCT Members	Site Specific Schedules	Define regulatory status and constraints.	Discussion is completed.	Closed. EPA has seen the schedule of zones 1-5. Dates are being re-prioritized. No constraints now. EPA is reviewing schedules for unnecessary steps. Reminder that the document is a guideline that might change under specific circumstances. Constraints will evolve and are not predictable. <b>We will create a new standard agenda item--a prioritized list of coming deliverables.</b>
3.	9:30am	Banner, G.	BCT Members	Site Specific Schedules	Define regulatory status and constraints.	Discussion is completed.	Closed. Right now the list includes only IRP Site schedules. Kelly will work to get all the sites on the list. (SWMU's and IRP sites). No constraints now. Constraints will evolve and are not predictable.
4.	9:45am	de Venoge, T.	BCT Members	Education on Biodegradation/ NA for BCT Members	Tom will provide information on NA educational opportunities for the BCT members.	Discussion is completed.	Closed. Tom distributed materials. He has found a web site. Training is through the ITRC, intended for regulators, and may be funds available to the regulators to attend.
5.	10:00am	de Venoge, T.	BCT Members	Synchronize the BCT/TRS Meetings after Jan 99	Discuss the synchronization of meeting schedules.	Team agrees with the new schedule format.	Closed. TRS was 17 November. Dates are now coordinated with BCT meetings, beginning in February, and will occur in the evening on the second Tuesday of the month. Future TRS dates are as follows: 15 Dec            10 Aug 99 12 Jan 99        14 Sep 99 09 Feb 99        12 Oct 99 09 Mar 99        09 Nov 99 13 Apr 99        14 Dec 99 11 May 99 08 Jun 99 13 Jul 99
6.	10:15am	Sassaman, B.	BCT Members	SARA Project Work Plan	Provide the SARA Project Work plan to the BCT Team	Team receives and discusses work plan	Open. Discussed work plan for San Antonio River investigation. Work plan is not finished. Distributed elements of the work plan: slides, USGS proposal, SA River Authority proposal. Kelly AFB is seeking input from BCT as to the best process. EPA will send a formal letter to Kelly. Abbi (TNRCC Reg 13) will share information with TNRCC staff. Comments to Joe at Kelly by the end of December.
7.	10:50am	Sassaman, B.	BCT Members	ATSDR Report Update	Capt. Sassaman will provide an update on the ATSDR Report	Team receives an update on the ATSDR Report	Closed. Status update on ATSDR report to be released sometime in January or February.
8.	11:00am	Sassaman, B.	BCT Members	Community Environmental Forum	Discuss briefings by regulators and Kelly AFB to be given at the 14 Dec environmental forum	Discussion is completed.	Closed. Reviewed Congressman Rodriguez's forum. The Congressman is looking for 5 minute briefing regarding typical Q & A's from each agency. Contact Jesse at the Congressman's office for typical questions to respond to if you are scheduled to speak at the forum.
9.	11:30am	Buelter, D.	BCT Members	Discuss IWCS Closure Strategy.	Provide a presentation and discuss closure strategy.	Team discusses the closure strategy.	Closed. Presentation completed. No consensus achieved on the concept. EPA accepted the strategy. TNRCC will respond by next teleconference. Question remains on soils and implications for line excavation.

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10.	1:30pm	de Venoge, T.	Price, L.	Suspect Laboratory Data Issue	Maj. De Venoge and Lisa will discuss the contract labs suspect laboratory data and its impact on decisions in the Kelly AFB Restoration Program.	Discussion is completed.	Closed. Data problems have no impact on closures and on-going investigations.
11.	1:45pm	Meshako, C.	BCT Members	Historical UST Investigation	Discuss follow-on activities to the Magnetometer Survey Report.	Discussion is completed.	Closed. Chuck is looking for historically abandoned tanks. If he finds them he will verify that they were properly abandoned.
12.	2:00pm	Ryan, W.	BCT Members	Clean-up Schedule Draft Presentation for the RAB	Core team will discuss presenting the clean-up schedule to the RAB.	Discussion is completed.	Closed. William demonstrated a graphic that will support his RAB presentation. BCT approved.
13.	2:30pm	Ryan, W.	BCT Members	RAB Representation on the BCT	Discuss the presentation of the decision to the RAB.	Discussion is completed.	Closed. We will mail approved November BCT minutes to RAB immediately. We will mail subsequent minutes following team approval of the minutes. Mechanism for approval will be consensus of Kelly (William), EPA (Lisa), TNRCC (Gordon), instead of during teleconference as has been previously our practice. William (Kelly), EPA rep (to be announced), and Parker (TNRCC) will attend the RAB.
14.	3:00pm	Landez, N.	BCT Members	Revise Quick Closure Model	Revise quick closure model based on public notice discussion for non-compliance plan SWMUs.	Discussion is completed.	Open. Norma presented a preliminary template for quick closure. Final approval will depend on the review of final template. Norma seeks final feedback.
15.	3:30pm	Buelter, D.	BCT Members	Update on Flood Damage	Don will provide an update on the flood damage to Zone 2.	Team receives an update on the Zone 2 flood damage.	Closed. Main damage was to pipe and electrical conduits. Rebuilding berm. Zone 1, D-2, has panel damage. It will be down for a while. Zone 2, CS2 south bank is operational, but will be turned off for CMS study. IWTP station is not currently functional, but would be turned off for the CMS study anyway. Panels will be raised above flood levels to prevent future problems. Anticipate funding to assess damage to monitoring wells.
16.	3:45pm	Rice, C.	BCT Members	ECORISK Schedules	Compare Base-wide/Zone 4 ECORISK Schedules and assess the value of combining/coordinating the project schedules.	Discussion is completed.	Closed. Concerns: a). Zone 4 is in characterization, especially as regards the plume. If we try to combine projects, we will delay important decisions. Contractor can use the same staff and procedures and update the BCT on both projects at the same time. We will not combine base-wide eco-risk assessment with Zone 4 eco-risk assessment.
17.	4:00pm	Wolf, C.	BCT Members	Base-wide Groundwater Model	Present Schedule of HGL Activities	Team receives HGL Schedule of Activities	Closed. Chris presented preliminary task list for base-wide groundwater model. Discussion. Approved by BCT. We will add "Base-Wide groundwater update" as standard agenda item.
18.	4:15pm	Wolf, C.	BCT Members	TNRCC Memorandum Regarding Risk Assessments	Discuss impact of the TNRCC Consistency Document to the RI Report.	Discussion is completed.	Open. (Camarie at TNRCC participated in this item by telephone.) Chris presented the data analysis problem. TNRCC staff will meet with Kelly reps to resolve this issue. Chris will arrange the meeting.
19.	4:30pm	Banner, G., Courtney, S.	BCT Members	Discuss the use of Micro-purging	Gordon and Scott will provide the pros and cons of utilizing micro-purging at Kelly AFB.	Discussion is completed.	Closed. Micro-purging is not mandatory but strongly recommended by TNRCC. Presentation completed. Gordon suggested review of the spreadsheet from QED.
20.	5:00pm	Skrobarcek, B.	BCT Members	BCT Web Page Demonstration	Brian will provide a demonstration of the BCT Web Page features and content.	Team receives a demonstration and provides comment.	Closed. Brian demonstrated a proposed web site. Team approved moving forward.
21.	5:20pm	Ryan, W.	BCT Members	Project Overview/Technical Discussions	Team will discuss project/technical discussion requirements for the Feb BCT Meeting	Requirements are defined.	Closed. See 24.

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22.	5:35pm	BCT Members	De Venoge, T., Banner, G., Carrillo, M.	List of Documents Going to the RAB at the Conclusion of the Dec. BCT Meeting	Clarify which documents go to the RAB and the TRS at the close of the BCT Meeting.	Team creates the list of documents to go to the RAB.	Closed. List of documents is attached.
23.	5:45pm	Ryan, W.	BCT Members	BCT Teleconference Scheduling	Each month we will establish the coming schedule of teleconferences.	Teleconference schedule adopted by the team.	Closed. Teleconferences scheduled at 9:00 am CST on December 16 and January. Kelly will lead both teleconferences.
24.	5:55pm	Ryan, W.	BCT Members	Begin February agenda	Each month we will begin to establish the next month's agenda at the end of the BCT meeting.	Team approves agenda items.	Closed. Preliminary agenda is attached.

## **Documents to be sent to RAB in December**

Zone 2 Soils Closure Plan

Zone 3 Ground Water CMI Work Plan for Site S-8

Zone 3 Soil Closure Report for S-4

Zone 4 Decision Document for IRA's in SS040 and SS052

Zone 5 Final RI Report (if completed)

Zone 5 Draft Final CMS (if completed)

FOSL's Lease Amendments 6 and 7

## Tentative Agenda for February 9 BCT

The meeting will be held on February 9, 1999 at 9:00 a.m., in the 12<sup>th</sup> Floor Conference Room at the WPI office in San Antonio.

Dates and sites for upcoming meetings:

March 9-10, 1999, in San Antonio

April 13-14, 1999, in San Antonio

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1.				Develop routing procedure for various communications.	We will add these procedures to the handbook.	Routing procedures approved by BCT.	
2.		Brian Sassaman		Zone 4 RI field investigation update			
3.		Chris		Tier 1 evaluation of eco-risk			
4.		Brian Sassaman		ATSDR update			
5.		Don		Closure Reports for Zone 2 soils			
6.		Don		Closure reports for Zone 3 soils			
7.		Chris		Zone 1 update			
8.		Don		Zone 2 update			
9.		Don		Zone 3 update			
10.		Brian Sassaman		Zone 4 update			
11.		Chris		Zone 5 update			
12.		Tim		EPCF IWCS plan and its impact on SWMU closures			
13.		Tim		Responses from bidders on re-use of SWMU's			
14.		Chris		Approaches to site 930			
15.		Chris		Discuss metals and ground water samples.			
16.		William		Deliver backward planned model for SWMU closure.			
17.		Tom		Presentation of approach to establishing background metals values.			
18.		Chris		Status of QAPP			
19.	15 min.	Brian Sassaman	BCT Members	SARA Project Work Plan	Provide the SARA Project Work plan to the BCT Team	Team receives and discusses work plan	
20.	10 min	Chris		Base-Wide groundwater update		Update received. Discussion closed.	

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21.	10 min	William	Kelly Staff	A prioritized list of coming documents to be delivered to the regulators by Kelly	A new standard agenda item.	Regulators accept prioritized list from Kelly.	
22.	5 min	Lee		Establish future BCT meeting dates.	Standard agenda item. Bring your calendars.	BCT approves a list of dates, times and places.	
23.	5 min	BCT Members	De Venoge, T., Banner, G., Carrillo, M.	List of Documents Going to the RAB.	Standard agenda item. Clarify which documents go to the RAB and the TRS at the close of the BCT Meeting.	Team creates the list of documents to go to the RAB.	
24.	5 min	Ryan, W.	BCT Members	BCT Teleconference Scheduling	Standard agenda item. Each month we will establish the coming schedule of teleconferences.	Teleconference schedule adopted by the team.	
25.	5 min	Lee	Uni-tech staff	Proposed revision in process for creating and publishing minutes and agendas, based on new contractor relationship.	We may be entering a new facilitation/partnering relationship with a new vendor. Lee would continue to facilitate but the process for creating minutes and agendas might change.	Procedure approved.	
26.	15 min	Ryan, W.	BCT Members	Begin February agenda	Standard agenda item. Each month we will begin to establish the next month's agenda at the end of the BCT meeting.	Team approves agenda items.	