

Oak Ridge Site Specific Advisory Board Monthly Meeting



Wednesday, March 13, 2019, 6 p.m.

DOE Information Center
1 Science.gov Way
Oak Ridge, Tennessee

The mission of the Oak Ridge Site Specific Advisory Board (ORSSAB) is to provide informed advice and recommendations concerning site specific issues related to the Department of Energy's (DOE's) Environmental Management (EM) Program at the Oak Ridge Reservation. In order to provide unbiased evaluation and recommendations on the cleanup efforts related to the Oak Ridge site, the Board seeks opportunities for input through collaborative dialogue with the communities surrounding the Oak Ridge Reservation, governmental regulators, and other stakeholders.

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AGENDA

PRESENTATION MATERIALS

1. Speaker Bios
2. Presentation Printout (to be distributed prior to or at the meeting)

CALENDARS

1. March
2. April (*draft*)

BOARD MINUTES/RECOMMENDATIONS & MOTIONS

1. November 14, 2018 unapproved meeting minutes
2. February 20, 2019 unapproved meeting minutes
3. Draft board bylaws update

REPORTS & MEMOS

1. EM Project Update and Abbreviations
2. Travel Opportunities for FY 2019
3. Incoming Correspondence



Oak Ridge Site Specific Advisory Board
Wednesday, March 13, 2019, 6:00 p.m.
DOE Information Center
1 Science.Gov Way, Oak Ridge, TN 37831

AGENDA

- I. Welcome and Announcements (D. Wilson) 6:00–6:05
 - A. Next Meeting: Wednesday, April 10, 2019
Presentation: Extending Operational Life of Facilities & Reducing Surveillance
and Maintenance Requirements (B. McMillan)
Issue Group: Holden, Perez, Shields, Swindler, Tapp

- II. Comments from Federal and State Agency Representatives
(D. Adler/M. Noe, C. Jones, K. Czartoryski)..... 6:05–6:10

- III. Presentation: Aquatic Ecology Research and Technology Development
in East Fork Poplar Creek (M. Peterson/E. Phillips)..... 6:10–6:50
Issue Group: Branch, Eastburn, Price, Shoemaker, Swindler, Tapp

Questions regarding the presentation 6:50–7:00
 - i. Board members
 - ii. Public - *Please use the microphone so questions can be documented for the meeting record.*

- IV. Public Comment Period (O. Fleenor/J. Narula)..... 7:00-7:10
Please use the microphone so statements can be documented for the meeting record.

- V. Call for Additions/Approval of Agenda (D. Wilson)..... 7:10
 - A. Requests for New Action Items

- VI. Board Business..... 7:15–7:20
 - Old Business*
 - A. Submission of suggestions for recommendation topics for EM SSAB Spring Chairs Meeting
in May (D. Wilson)
 - New Business*
 - A. Motion to Approve:
November 14, 2018 and February 20, 2019 Meeting Minutes (R. Burroughs)
 - B. Presentation of Updated Board Bylaws to be voted on in April (D. Wilson).

- VII. Responses to Recommendations & Alternate DDFO’s Report (M. Noe)..... 7:20–7:25

- VIII. Committee Reports 7:25–7:35
 - A. Executive (D. Wilson)
 - B. EM/Stewardship (E. Trujillo)

- IX. Additions to Agenda & Open Discussion 7:35–7:40

- X. Adjourn 7:40

Mark Peterson is the Leader of the Aquatic Ecology Group in the Environmental Sciences Division at Oak Ridge National Laboratory. He has over 30 years of environmental assessment experience focused on long-term aquatic ecosystem evaluation, remediation and restoration science, and human and ecological risk assessment. Since 2014, he has led a multidisciplinary research project whose goal is to develop remedial approaches and technologies that can mitigate the impacts of mercury contamination in East Fork Poplar Creek.

Elizabeth Phillips has a 37 year career in environmental remediation. She has worked as a coal mining consultant, state regulator, federal contractor and a federal employee. She has worked on environmental projects at DOE and DOD sites since 1985. She managed the Groundwater and Seismic Programs at Savannah River Site in 1988-1989. She began working with the Oak Ridge Technology Development Program in 1995, and managed the Dense Non Aqueous Phase Liquids Product Line for the Subsurface Contaminants Focus Area. During this time she also managed other technology development projects at Oak Ridge, Portsmouth and Paducah, including the Frozen Soil Barrier installation. She currently serves as the manager of the Technology Development, Sustainability, Environmental Management Systems, National Environmental Policy Act, and Environmental Compliance programs. She is also a project Manager for the Mercury Technology Development Project for the Y-12 Portfolio. Her other duties are EM representative and Marketing Director for Safety Fest TN, EM representative to the Federal Women's Program Committee and Workshop, STEM volunteer, and Science Focus Area on Mercury Advisory Committee. She is also the President of the East Tennessee Geological Society. She has a B.S. in Geology from Vanderbilt University (1980) and an M.S. in Environmental Engineering from Kennedy Western University (1999).

Presentation to be
distributed at or prior
to meeting



Oak Ridge Site Specific Advisory Board

March

2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6 Executive Committee 5 p.m.	7	8	9
10	11	12	13 Board meeting on Aquatic Ecology & mercury remediation 6 p.m.	14	15	16
17	18	19 Tour TBD	20 Tour TBD	21	22	23
24	25	26	27 EM & Stewardship Committee 6 p.m.	28	29	30
31						

Meetings are at the DOE Information Center, Office of Science and Technical Information, 1 Science.gov Way, Oak Ridge unless noted otherwise.

ORSSAB Support Office: (865) 241-4583 or 241-4584 **DOE Information Center:** (865) 241-4780
ORSSAB Conference Call Line: (866) 659-1011; enter the participant code when prompted: 3634371#

Board meetings on cable TV and YouTube	
Community TV Knoxville channels: AT&T – 99, Charter – 193, Comcast - 12, WOW! - 6	Sunday at 8 p.m.
Lenoir City: Charter Cable Channel 193	Wednesday at 4 p.m.
BBB Communications Oak Ridge: Channel 12	Fourth Mondays, 7 p.m.
Oak Ridge Schools: Channel 15	Monday, Wednesday, Friday, 8 a.m. & noon
YouTube	http://www.youtube.com/user/ORSSAB



Oak Ridge Site Specific Advisory Board

April

2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3 Executive Committee 5 pm	4	5	6
7	8	9	10 Board meeting on Extending Operational Life of Facilities & Reducing Surveillance & Maintenance Requirements 6 pm	11	12	13
14	15	16	17	18	19	20
21	22	23	24 EM/Stewardship 6 pm	25	26	27
28	29	30				

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Many Voices Working for the Community

Oak Ridge Site Specific Advisory Board

Monthly Meeting of the Oak Ridge Site Specific Advisory Board

Unapproved November 14, 2018, Meeting Minutes

The Oak Ridge Site Specific Advisory Board (ORSSAB) held its monthly meeting on Wednesday, November 14, 2018 at the DOE Information Center, 1 Science.gov Way, Oak Ridge, TN, beginning at 6 p.m. Copies of referenced meeting materials are attached to these minutes. A video of the meeting was made and is available on the board's YouTube site at www.youtube.com/user/ORSSAB/videos.

Members Present

Terry Allen

David Branch

Richard Burroughs, Secretary

Bill Clark

Martha Deaderick

Sarah Eastburn

Shell Lohmann, Vice Chair

Brooke Pitchers

Leon Shields

Bonnie Shoemaker

John Tapp

Ed Trujillo

Rudy Weigel

Dennis Wilson, Chair

Members Absent

Leon Baker

Belinda Price

Marite Perez

Fred Swindler

Eddie Holden

¹Second consecutive absence

Liaisons, Deputy Designated Federal Officer, and Alternates Present

Melyssa Noe, ORSSAB Alternate Deputy Designated Federal Officer (DDFO), Department of Energy, Oak Ridge Office of Environmental Management (DOE-OREM)

Brad Stephenson, Tennessee Department of Environment and Conservation (TDEC)

Connie Jones, Environmental Protection Agency (EPA) by phone

Others Present

Roger Petrie, UCOR

Susan DePaoli, DOE

Olivia Fleenor, Hardin Valley Academy

Brian Henry, DOE

Shelley Kimel, ORSSAB Support Office

Sara McManamy-Johnson, ORSSAB Support Office

Ben Williams, DOE

6 members of the public were present.

Liaison Comments

Ms. Noe – Ms. Noe noted that David Adler and Jay Mullis were travelling and unable to attend. She reminded members that the public comment period for EMDF will remain open through December 10.

Presentation

Mr. Henry gave a presentation about OREM's ongoing efforts to assure waste disposal capacity for the cleanup mission in Oak Ridge.

First Mr. Henry gave an overview of the Oak Ridge Reservation facilities: East Tennessee Technology Park (ETTP), Oak Ridge National Laboratory (ORNL), Y-12 National Security Complex (Y-12); and the current waste disposal facilities.

He explained that OREM has several current and previously closed landfills, each permitted to take certain types of waste: Industrial Landfills and Construction/Demolition Landfills are known as sanitary landfills. Sanitary landfills are permitted by the State of Tennessee. The current low-level contaminated waste facility, the Environmental Management Waste Management Facility (EMWMF), and the proposed Environmental Management Disposal Facility (EMDF), which would replace it, are under the federal Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) regulations. Mr. Henry noted that a final cap on Area 1 of the Industrial Landfill IV was just placed this month.

He emphasized that OREM has a waste hierarchy where it first tries to recycle or reuse as much material as possible. Second, OREM prioritizes waste into the sanitary landfills, then low-hazard waste into the EMWMF, and finally, the most hazardous contaminated waste is separated and shipped offsite.

Mr. Henry went over the history of EMWMF, which is used for waste from the cleanup of ETTP. Next was an overview of the proposed new facility, EMDF, which will be needed to contain waste from cleanup at ORNL and Y-12. The proposed plan for EMDF was released in September and public comments will be accepted through December 10.

One phase of characterization at DOE's preferred site has been completed to inform facility design. OREM installed 16 monitoring wells and conducted soil sampling and other tests, Henry said. A second phase of characterization is ongoing to support design as well as infrastructure and transportation needs. That will include 14 additional wells and additional study of bedrock and seismic stability, he said. Mr. Henry emphasized that OREM would prefer to have some service overlap (about two years) with both EMWMF and EMDF open at the same time so that materials not suited for the top of EMWMF can be disposed at the base of EMDF.

Mr. Henry showed attendees a video on OREM cleanup and the need for a new facility. It can be found at <https://www.youtube.com/user/usdoeoakridge>.

After the presentation board members asked the following questions:

- Mr. Branch asked how long the geomembrane used as part of the landfill cap will last.
 - Mr. Henry said it was 60 millimeters thick (mm) and will last hundreds of years.
- Mr. Weigel asked for additional information on how the landfills are capped.
 - Mr. Henry said the membrane was a temporary cover to shed water while the landfill is in progress. He noted that the closure process will include several other layers of clay, soil, and other materials, which will cover the membrane.
- Mr. Weigel asked about a former disposal site with walk in pits near the Bear Creek Burial Grounds.
 - Mr. Henry said multiple locations were considered as potential sites, but not the Bear Creek Burial grounds as a decision on final remedial actions for that area has not been made.

- Mr. Burroughs asked about debris that would be better used for base material for the new landfill and where that waste was being stored currently.
 - Mr. Henry said there was still unused floor space in cell 6 of the current EMWMF, which will last for some time while EMDF is constructed. He noted that preferred base material is usually large, heavy items like construction equipment.
- Ms. Shoemaker asked for clarification on the old burial grounds.
 - Mr. Henry said a decision for final remediation of the burial grounds would be made in the future. For now, OREM monitors water and other issues in those areas until a final solution is agreed on by DOE and its regulators.
- Ms. Shoemaker asked how water runoff from the landfill is treated.
 - Mr. Henry said water is held and tested on site. Any contaminated liquid is sent to the Liquid Gaseous Waste Operations facility at ORNL for treatment. But he noted no contact water had needed this treatment for at least 5 years.
- Ms. Eastburn asked about stewardship of the current landfill, including funding from TDEC.
 - Mr. Henry said DOE or its successors would have responsibility for the landfill in perpetuity. While there is a \$18 million fund to maintain the current facility, the state would prefer not to have that type of trust fund for any future landfills, Mr. Stephenson said. Mr. Henry noted that it is certain that DOE will be in Oak Ridge for the long term due to the ongoing missions at ORNL and Y-12.
- Mr. Tapp asked for an update on public outreach on plans for EMDF.
 - Mr. Henry said that DOE has had several poster sessions and TDEC and the Sierra Club also hosted a session at TDEC's Oak Ridge office. Most recently, he said, was the November 7 presentation at the New Hope Center where the public was invited to comment. He said individuals as well as the city of Oak Ridge representatives and those from other organizations were heard. In addition to that, DOE is accepting written comments through December 10.
- Mr. Tapp asked how DOE would deal with concerns expressed by TDEC on the design of the landfill.
 - Mr. Henry said DOE has had lengthy discussions with EPA and TDEC. The new landfill is currently at the conceptual design stage, Mr. Henry said. Once a record of decision is made, changes to address concerns can be incorporated. In addition some requirements may be requested to be waived through agreement by the regulators. DOE will continue to have those discussions with EPA and TDEC during preliminary and final design. DOE is committed to ensuring separation between waste and groundwater for the facility.
- Mr. Trujillo said regarding the hydrology of the site, many questions were asked at the public meeting, which he attended. He said he didn't understand the remedial investigation and feasibility study, which have not been approved by regulators being used. When in the process does the information from the RIFS affect the design?
 - Mr. Henry said there are processes under CERCLA to come to consensus on the unapproved documents. That dispute process is part of how the regulators and DOE came to the agreement to release a conceptual plan for public comment. The information DOE gathers going forward will inform the remedial design that EPA and TDEC will analyze and approve. And on DOE's side that's preliminary and final design. He noted that the preferred location for the landfill was picked in a large part due to the state's concerns on hydrology.
- Mr. Trujillo further asked about the landfill waste acceptance criteria (WAC).
 - Mr. Henry said through agreement with EPA and TDEC the WAC would be included in the record of decision for the facility.
- Mr. Clark asked how the area around the landfill would be monitored.
 - Mr. Henry said there will be monitoring wells as part of the Resource Conservation and Recovery Act (RCRA) facility requirements to give a buffer and include the potential for needed corrective actions. He noted that OREM will soon discuss baseline monitoring around the facility with regulators. As it moves closer to construction, DOE will further discuss where to place wells. He

said there are currently 18 monitoring wells of this type around EMWMF.

- Mr. Weigel asked about DOE's plan to deal with water under the new waste facility.
 - Mr. Henry said there will be a leachate collection system under the landfill as well as collection of runoff.

Public Comment

There were no public comments.

Motions

11/14/2018.1 Motion to approve the agenda

The motion was carried unanimously.

11/14/2018.2

Mr. Burroughs reported on the meeting minutes from the October meeting.

Ms. Shoemaker Moved and Mr. Weigel seconded to approve. The motion carried.

10/10/2018.3

Mr. Burroughs reported that he had spoken with Martha Deaderick. She was in attendance at the meeting and no further action was taken on the attendance issue.

Responses to Recommendations & Alternate DDFO Report

Ms. Noe noted DOE had provided its response to the EMDF recommendation and it was included in the meeting packets. She also reminded members that DOE is seeking new members for FY2019 and the deadline to apply was January 16.

Committee Reports

EM & Stewardship – Mr. Shields said the committee discussed the EMDF public meetings and that TDEC was able to share some educational materials, which were later sent out to all members by email.

Executive – Mr. Wilson noted that the meeting was postponed so executives could attend the EMDF public meeting. He said the meeting was very diverse and it was informative to hear the various viewpoints expressed.

Additions to the Agenda & Open Discussion

Mr. Wilson encouraged all members to look at information sent out by staff on proposed new definitions for high level and low level waste that DOE is currently considering.

Mr. Weigel asked about particular requirements in the changes. Mr. Wilson noted that a significant change would be looking with greater emphasis on amount of radioactivity vs. where the waste came from.

Mr. Trujillo requested that DOE provide a summary version of the CERCLA or Superfund Process. He said he was not sure what the steps were for planning through creation of the new landfill. A presentation or a summary sheet would be fine. He said it would help with a potential recommendation. Ms. Noe agreed to provide some information.

Mr. Branch asked if the board could receive a sample of the membrane used on the landfills to be able to better understand. Ms. Noe said that could be provided.

Mr. Tapp asked if the tour was still on schedule regardless of weather. Staff said it was.

Action Items

1. DOE will provide information on the CERCLA process

2. DOE will show members examples of some of the membrane used in the waste disposal facilities.

The meeting adjourned at 6:56 p.m.

I certify that these minutes are an accurate account of the November 14, 2018, meeting of the Oak Ridge Site Specific Advisory Board.

Richard Burroughs, Secretary

Dennis Wilson, Chair
Oak Ridge Site Specific Advisory Board
DW/smk

DATE



Many Voices Working for the Community

Oak Ridge Site Specific Advisory Board

Monthly Meeting of the Oak Ridge Site Specific Advisory Board

Unapproved February 20, 2019, Meeting Minutes

The Oak Ridge Site Specific Advisory Board (ORSSAB) held its monthly meeting on Wednesday, February 20, 2019 at the DOE Information Center, 1 Science.gov Way, Oak Ridge, TN, beginning at 6 p.m.

Copies of referenced meeting materials are attached to these minutes. A video of the meeting was made and is available on the board's YouTube site at www.youtube.com/user/ORSSAB/videos.

Members Present

Richard Burroughs, Secretary	Shell Lohmann, Vice Chair	Bonnie Shoemaker
Bill Clark	Harriett McCurdy	Fred Swindler
Martha Deaderick	Marite Perez	John Tapp
Nannan Jiang	Belinda Price	Dennis Wilson, Chair
	Leon Shields	

Members Absent

Leon Baker	Eddie Holden ¹	Rudy Weigel
David Branch	Brooke Pitchers	
Sarah Eastburn	Ed Trujillo	

¹Second consecutive absence

Liaisons, Deputy Designated Federal Officer, and Alternates Present

Jay Mullis, Department of Energy (DOE), Oak Ridge Office of Environmental Management (OREM) Manager
Laura Wilkerson, DOE-OREM Deputy Manager
Dave Adler, ORSSAB Deputy Federal Designated Officer
Melyssa Noe, ORSSAB Alternate Deputy Designated Federal Officer (DDFO)
Kristof Czartoryski, Tennessee Department of Environment and Conservation (TDEC)
Connie Jones, Environmental Protection Agency (EPA)

Others Present

Dennis Mayton, DOE
Dick Ketelle, Oak Ridge National Laboratory (ORNL)
Jasleen Narula, Oak Ridge High School
Shelley Kimel, ORSSAB Support Office
Sara McManamy-Johnson, ORSSAB Support Office

14 members of the public were present.

Liaison Comments

Mr. Mullis – Mr. Mullis introduced and welcomed new site-appointed ORSSAB members Nannan Jiang and Harriett McCurdy. He also introduced new OREM Deputy Manager Laura Wilkerson. Mr. Mullis noted TDEC has a new commissioner and deputy commissioner. He next gave board members a brief status update on current OREM activities, including that DOE had started tearing down the K-1037 barrier plant, and the next building would be the Centrifuge building. He said DOE is on track to meet Vision 2020 goals at the East Tennessee Technology Park (ETTP).

Ms. Jones – None.

Mr. Czartoryski – Mr. Czartoryski shared additional details about TDEC’s new commissioner, David Salyers, and deputy commissioner, Greg Young. He said that both are very involved, interested, and knowledgeable about environmental interests.

Presentation

Mr. Adler discussed OREM’s Groundwater Program Status (Attachment 1).

First, he discussed what OREM has already done to remediate groundwater contamination and then detailed areas where OREM still needs decisions about how to proceed with other final groundwater remediation projects.

Mr. Adler stressed that OREM has a significant groundwater program, noting that DOE has been investigating groundwater in Oak Ridge for almost four decades. He explained that groundwater problems on the reservation are associated with previous missions at various sites, with sources ranging from old burial grounds that have been infiltrated with groundwater to spills from manufacturing activities that have taken place. He said the groundwater problems in Oak Ridge are similar to those experienced at other industrial facilities, but on a larger scale commensurate with the site’s size.

Mr. Adler said there are more than 2,000 wells in place on the reservation to allow DOE to thoroughly monitor where groundwater contamination is located and how groundwater behaves in the subsurface. He said DOE has an active monitoring program in place, with about 800 samples taken every year for water quality measurement. Additionally, he said, DOE takes about 1,400 water elevation measurements to better understand how water is moving, as well as additional investigations into surface water areas. He said all collected data is summarized annually in the Remediation Effectiveness Report, which is also provided to ORSSAB.

Mr. Adler said OREM plans to spend about \$13 million in 2019 just to maintain the monitoring system currently in place, and there are also tens of millions, if not hundreds of millions of dollars, invested in creating those systems. “The message I want to be clear about is that we do have some form of groundwater cleanup system in place in essentially every valley on the reservation,” he said, adding that they are in place as interim actions, not final remedies.

Mr. Adler next highlighted some specific areas at Y-12 National Security Complex (Y-12), Bear Creek Valley, and ORNL where DOE is focusing groundwater remediation efforts, and he discussed some of the measures currently in place for those areas.

He said that one remedy used is intercepting, capturing, and removing water for treatment. Clean water is then discharged into surface water. Another, he said, is isolating the waste from the groundwater. This method was used at the Melton Valley Burial Grounds, the main burial grounds for ORNL from the 1940s through the early 1980s, he said. At this site, DOE lowered the water table in most areas, put

impermeable caps over the top of the waste burial grounds so water couldn't infiltrate the waste, and then collection systems surrounding the burial grounds were installed to catch any water that flows laterally through the waste. That water is then taken up and treated at a water treatment plant. "Our goal was to ensure that by the time that this valley drained through a system of creeks, and met the Clinch River, that the water quality met drinking water quality standards," he said, adding that the method has been largely effective.

Mr. Adler said that in other areas, the focus has been to excavate the source of the contamination, so there were several burial grounds around the reservation that were excavated and removed.

DOE's first priority for its Oak Ridge cleanup programs is to make sure that no members of the public are exposed to contamination, said Mr. Adler, so extra emphasis has been placed on ensuring that DOE understands and controls any contamination migrating toward offsite locations. He said the area where that was most probable was the Melton Valley Burial Grounds. Mr. Adler told board members DOE connected about 400 residences that had private water wells to public water supplies and continues to pay for those residences' water. In exchange, DOE uses those private water wells as monitoring wells. Mr. Adler noted that there was not a lot of evidence of significant groundwater problems in the area of those residences, but DOE felt it would be reasonable to provide an alternate water source to be certain. He then highlighted areas where additional monitoring wells were still planned.

Commented [MDH1]: Should be "40."

Commented [MDH2]: Recommend inserting "planned onsite."

Mr. Adler then moved the focus of his presentation to ETTP.

He said ETTP has been the most intense focus of OREM's cleanup program for the past 15 years, adding that a photo of the site from 10 years ago would show several enormous buildings, while now it's largely empty fields. DOE's end goal for the site is to de-federalize nearly the entire land area.

Mr. Adler highlighted key areas of the ETTP site, including the Main Plant Area, the K-31/33 site, Duct Island, and the Powerhouse area, and he noted that areas where there was more intense industrial activity now have more significant groundwater issues. He then discussed some of the specific sources of current groundwater issues, and noted that the site also has some groundwater intercept systems in place.

Mr. Adler told board members the K-31/33 site's buildings are gone, the soil has been removed and replaced or cleaned up, and the property has gone through a detailed approval process with regulators and state and federal officials prior to being transferred to the private sector for reuse. He noted, however, that although final decisions on the buildings and soil were implemented, DOE does not yet have a final decision in agreement with TDEC and EPA on the groundwater status, leaving an uncertainty for potential tenants, which could be problematic in finalizing commercial reuse options for the site.

The main groundwater issue for the K-31/32 buildings and surrounding area are chromates, which are a very water soluble material used in facility water systems to prevent corrosion of pipes. However, he said, water quality samples from the many wells in the area have consistently met drinking water quality standards for the past year. DOE believes the groundwater situation is resolved at the site and plans to promote a No Further Action Decision for the site, which Mr. Adler said means it's been characterized, the problems are understood and have been addressed, and groundwater investigations at the site can end. Discussions with EPA and TDEC on a final decision will take place over the next few months.

Mr. Adler moved on to discuss the main plant area, which is approximately 300 acres. It has complicated, and perhaps some intractable, ground issues, he said. Contaminants include a plume of technetium from the old K-25 building (which was demolished in 2013) and a significant amount of halocarbon solvents. DOE has tested several treatment operations at this site, including In-Situ Thermal Treatment, and spent several million dollars on

about 100 wells for monitoring and testing. DOE's conclusion is that it would be very difficult to deal with the materials that are in the deep bedrock using thermal technology, which would continue to contaminate shallower areas. DOE continues to add wells and plans to **do a treatability study to** aide future decisions.

Commented [MDH3]: Please verify recording to see if Dave said this.

Mr. Adler then showed attendees a short video illustrating some of the below-ground contaminant findings, which can be viewed on the SSAB website at <https://www.energy.gov/oreem/downloads/orssab-meeting-february-20-2019>.

Mr. Adler told board members that DOE hopes to have a study available by this fall that details the options available for remediating remaining groundwater issues in the Main Plant area at ETP. He said the feasibility study milestone is set for September 30, 2019, a proposed plan is set for February 13, 2021, and a Record of Decision is set for January 8, 2022.

After the presentation board members asked the following questions:

- Ms. Shoemaker asked to confirm the 1070-CD Burial Ground has been remediated.
 - Mr. Adler said that area contained a complex of burial grounds, and some of them have been remediated.
- Mr. Tapp asked where the excavated soil was going for disposal.
 - Mr. Adler said it was going the Environmental Management Waste Management Facility (EMWMF).
- Mr. Clark asked the depth of the monitoring wells and whether the wells were pumped and at what rate.
 - Mr. Adler said the depths varied from tens of feet to several hundreds of feet. Regarding pumping the wells, he said he wasn't certain of the flow rates, but some wells were pumped for days to ensure representative samples were obtained.
- Mr. Swindler asked to what extent is the water pumped and treated.
 - Mr. Adler said several systems pump, treat, and discharge into a surface water system. In no instance is it introduced into drinking water.
- Mr. Jiang asked what the feasibility and challenges are for bio-remediation approaches.
 - Mr. Adler said they have been used at ORNL on a halocarbon plume, there was evidence of degradation. Mr. Kettle said in that instance, emulsified vegetable oil was injected as a treatability test into the plume, and it had a dramatic benefit decreasing trichloroethylene (TCE) for the portion of the plume that was treated. He said the longevity of the treatment has been much longer than expected. However, the challenge to that approach, Mr. Kettle said, is delivering what you need to inject into the appropriate areas because the fractured bedrock may lead the material away from the targeted area. He said it may take several densely spaced wells to treat the target area.
- Ms. Shoemaker asked what quality criteria is used when groundwater is withdrawn, treated, and discharged to surface water. She also asked where the water is discharged to.
 - Mr. Adler said it typically is water quality criteria for discharge to surface water systems, as set by the Clean Water Act. He said the discharge location depends on where it's being discharged from. He said at ETP, it is generally discharged to the Clinch River.
- Mr. Tapp asked whether DOE collected any data about how long it would take to treat the shallow area through In-Situ Treatment.
 - Mr. Adler said DOE characterized that area to draw conclusions about the potential effectiveness of In-Situ Treatment in that area of ETP, but did not deploy a treatment system.
- Mr. Clark asked how close together the wells were drilled.
 - Mr. Mayton said some were as close as 10 feet to 20 feet from each other. Mr. Adler said that groundwater studies always contain an element of uncertainty because of the variety of conditions.

- Ms. Deaderick asked if there was an exchange of information among other DOE sites for lessons learned.
 - Mr. Adler said there is. In fact, he said, the person doing the feasibility study at ETTP has worked at many sites, and there are half a dozen hydrogeologists associated with this project, many of whom have worked at other sites also.

Public Comment

- Tim Griffin asked for a status update on the groundwater modeling initiatives on the site. He also asked if any of the research done as part of the Natural and Accelerated Bio-Remediation Research (NABIR) program translates to conditions at the ETTP site.
 - Mr. Ketelle said the NABIR activities at Y-12 were mainly focused on uranium sequestration, which is not among the groundwater issues at ETTP, so there is not a significant tie-in at ETTP. Regarding the groundwater modeling status, Mr. Ketelle said a regional model was completed in 2017, and for the past year DOE has been focusing on refining groundwater models for the ORNL area for planning upcoming remediation activities in ORNL and Bethel Valley.
- Sid Jones asked whether the technetium plume at the site of the former K-25 building has started to attenuate. He also asked whether DOE took into account dense, non-aqueous phased liquid (DNAPL) during calculations for the mass of volatiles at ETTP.
 - Mr. Adler said DOE does not have the data yet to say it has started to attenuate. Regarding DNAPL, Mr. Adler said DOE established that DNAPLs are present and is estimating the quantities and locations.

Motions – Scheduled board business was delayed to March due to the recent government shutdown.

Responses to Recommendations & Alternate DDFO Report

Ms. Noe said there are no current recommendations. She told members that the draft membership package has been submitted to headquarters, and staff is waiting for approval to move forward formally. She added that staff received more applicants this year than in the past two years combined. She said that was likely due to the board's newly implemented Facebook advertising.

Committee Reports

EM & Stewardship – Mr. Shields said committee members continued discussion on the efforts for sufficient waste disposal capacity, with Mr. Adler sharing information about waste shipping options, discussions from the public meetings, and public comments generated regarding EMDF.

Executive – Mr. Wilson said the Executive Committee discussed this year's annual meeting, and set a date for August 24 at Tremont Lodge in Townsend, Tennessee. He said committee members also discussed updating the ORSSAB by-laws. The key update discussed was regarding experience requirements for nomination as Chair of the board. He said those updates would be presented at the next monthly meeting and will be voted upon during a following meeting.

Additions to the Agenda & Open Discussion

- Mr. Czartoryski asked about the statuses of several wells that DOE installed on the other side of the Clinch River that are not shown on the map. He also asked if the September 30, 2019, milestone date allows enough time for DOE to obtain good pictures to help delineate the extent of the plumes at ETTP

- Mr. Adler said those wells are still in existence and still actively monitored. Regarding the milestone date, Mr. Adler said there are already 360 to 390 wells in the area to provide a good picture, and DOE plans to add about 20 more wells to refine that picture. He said the goal is to have those wells installed, or at least the sampling done, so they're available to support the study process.

Action Items

1. DOE will provide information on the CERCLA process *Closed, information distributed by email 11/19/18.*

The meeting adjourned at 7:15 p.m.

I certify that these minutes are an accurate account of the February 20, 2019, meeting of the Oak Ridge Site Specific Advisory Board.

Richard Burroughs, Secretary

Dennis Wilson, Chair
Oak Ridge Site Specific Advisory Board
DW/sbm

DATE



Oak Ridge Site Specific Advisory Board

BYLAWS

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I. MISSION

The mission of the Oak Ridge Site Specific Advisory Board (ORSSAB) is to provide informed advice and recommendations concerning site specific issues related to the Department of Energy's (DOE's) Environmental Management (EM) Program at the Oak Ridge Reservation. In order to provide unbiased evaluation and recommendations on the cleanup efforts related to the Oak Ridge site, the Board seeks opportunities for input through collaborative dialogue with the communities surrounding the Oak Ridge Reservation, governmental regulators, and other stakeholders.

II. FUNCTIONS, SCOPE, AND ACCOUNTABILITY

- A. Functions:** At the specific request of EM, the Board will provide independent advice and recommendations to the Assistant Secretary for EM, the DOE Oak Ridge Office (ORO) Manager, or the DOE ORO Assistant Manager for EM. The Board will provide advice and recommendations in response to charges issued by EM or the Site Manager.
- B. Scope:** The scope of the Board includes:
1. The opportunity for the Board to discuss with EM their proposals and plans for such matters as EM facility expansions and closings, environmental projects, and the impact of environmental regulations; and
 2. Any aspects of EM issues related to cleanup standards and environmental restoration, waste management and disposition, stabilization and disposition of non-stockpile nuclear materials, excess facilities, future land use and long-term stewardship, risk assessment and management, and cleanup science and technology activities.
- C. Accountability:** The Board interacts with the appropriate EM decision makers to provide advice on matters within its scope, on behalf of the citizens of Oak Ridge and the surrounding communities.
1. The Board seeks a free and open two-way exchange of information and views between Board members and EM, where all are invited to speak and to listen.
 2. Board members may request access to independent technical advice, staff, and training.
 3. The Board will develop specific operating procedures and undergo requisite training to ensure that all members will hear a wide range of views and use constructive methods for resolving conflict, making decisions, and dealing with the differing viewpoints.
 4. The Board will always remain accountable to the public and EM, and seek to promote multicultural community involvement. The Board will develop culturally appropriate procedures to ensure public participation in EM's decision-making processes.
 5. In compliance with the Federal Advisory Committee Act, Board meetings will be open to the public, and the Board will give advance notice of a minimum of 15 days. Board meetings will be held at regular times in public locations to encourage maximum public and Board participation.

6. EM will always remain mindful of the various stakeholder interests represented on the Board. It will seek to ensure that all interested parties and stakeholders continue to be adequately and equitably represented.
7. The Board members will send all requests to the EM Deputy Designated Federal Officer (DDFO) to ensure a prompt response. The DDFO is responsible for tracking DOE responses to requests from the Board and ensuring the completeness of those responses.
8. Site Specific Advisory Boards are jointly chartered as the EM Site Specific Advisory Board under the Federal Advisory Committee Act. The Board is thereby subject to the requirements of the EM Site Specific Advisory Board Charter, the Federal Advisory Committee Act (5 USC Appendix), and Federal Advisory Committee Management Requirements (41 CFR 101-6).
9. The Board shall develop and publish an Oak Ridge–specific annual report and seek stakeholder input and develop a general work plan each year based on the Board’s charge to guide the Board and its committees’ activities.
10. The Board will also maintain a repository of the Oak Ridge Board documents.

III. MEMBERSHIP

- A. Authority:** Pursuant to delegated authority, the Assistant Secretary for EM is authorized to appoint and remove EM SSAB members.
- B. Terms of Office:** The Board shall consist of not more than 22 voting members. Two non-voting student representatives identified each year by area high schools will participate in Board activities for one year. The Board membership is on a rotation schedule that will encourage new individuals to participate and will maintain a balance between continuity and diversity inherent in the makeup of the Board.
 1. Terms of office will be two years.
 2. Members may serve three terms for a total of six years.
 3. If after significant recruitment efforts, it is found that the member pool is limited, a request for an exception from term limits may be made by the affected Field Manager to the Assistant Secretary.
- C. Vacancies:** As soon as a vacancy exists following completion of a Board member’s term, resignation, or removal, Board members, members from the Oak Ridge communities at large, or individuals who work in the Oak Ridge area may be considered to fill the vacancy. Nominees should meet, as far as possible, the Board’s existing stakeholder balance, diversity, and geographical distribution. The DDFO shall forward his/her recommendations to the Office of EM in DOE Headquarters for approval. When a vacancy exists due to resignation or removal of a Board member, the vacancy shall be filled by interim appointment for the remainder of the unexpired term in accordance with the DOE EM Site Specific Advisory Board Guidance.

IV. MEMBERSHIP RESPONSIBILITIES

- A. Board Commitments:** Board members make the following commitments:

1. To attend regular meetings and receive training;
2. To review and comment on EM and other documents within their purview that come before the Board, and submit timely recommendations to EM;
3. To be available for committee work between Board meetings, and to participate fully in the affairs of the Board;
4. To work collaboratively and respectfully with other Board members and liaisons in the best interests of both the Board and the public;
5. To represent accurately all matters before the Board;
6. To handle in a responsible manner information and materials provided by the agencies, particularly drafts developed for an agency's in-house use, that might have significant future revisions as part of the agency's working practices;
7. To share any written communication about or for Board activities with the Board as a whole and with the DDFO;
8. To act for the Board or as its representative only with the majority vote of the Board;
9. To serve on at least one committee or task force during any given twelve month period as appointed by the Chair; and
10. To abide by the terms and conditions of the EM SSAB Charter and these bylaws.

B. Liaison Commitments: The Board requests that liaisons make the following commitments:

1. To define and communicate clearly to the Board the respective decision-making processes of the agencies they represent;
2. To provide timely access to information pertinent to EM and associated environmental issues and related decision making;
3. To inform the Board in a timely and proactive manner of agency processes, programs, projects, and activities pertinent to the Board's mission and purpose.

V. BOARD STRUCTURE

A. Chair, Vice Chair, and Secretary: The Board will elect by majority vote, a Chair, Vice Chair, and Secretary, who will ensure that a diversity of viewpoints are considered in all Board discussions. It is preferred that candidates for the office of Chair have previous experience on the Executive Committee to better facilitate the function of said committee.

The Chair will support the Board in a balanced and unbiased manner, irrespective of any personal views on a particular issue and see that all Board members have the opportunity to express their views.

1. The election for Chair, Vice Chair, and Secretary will be held before the first meeting of the fiscal year. The terms of the Chair, Vice Chair, and Secretary will ~~be one year beginning on the day they were elected.~~ be one fiscal year.
2. The Chair will serve as liaison with the Federal Coordinator, support staff, and facilitator(s), assisting in the preparation of the agendas, minutes of the meetings, and other necessary arrangements.

Commented [KS(1): Added at the suggestion of board officers

Commented [KS(2):

Commented [KS(3): This will allow for us to vote in August as we did last year, rather than at the September meeting. Also leaves room for the newly elected to attend the September executive meeting prior to assuming leadership in October.

3. The Chair certifies to the accuracy of all minutes.
 4. The Chair signs the certification of a recommendation that the Board has passed by consensus/majority. If consensus/majority is not reached, the Chair may refer the matter back to a committee or sign and send to DOE the majority and minority reports.
 5. The Chair assures necessary administrative support for the committees and task forces, and requests DOE support through the DDFO.
 6. The Chair shall recommend appointment of members of task forces to the DDFO and ensure that the membership of the committees and task forces reflects the diversity of the Board to the extent practicable.
 7. The Chair serves between regular meetings of the Board as contact for EM, interest groups, and the general public.
 8. The Vice Chair serves as Chair in the absence or incapacity of the Chair.
 9. The Secretary shall:
 - a. Assume the duties of the Vice Chair in his/her absence or disability;
 - b. Work with administrative staff to give due notice to DOE, Board members, and the public of all Board and committee meetings;
 - c. Keep full and accurate records of the proceedings of the Board and committee meetings (including attendance), with assistance from administrative staff;
 - d. Notify the Executive Committee of any member with two consecutive absences from regularly scheduled Board meetings;
 - e. Review minutes of Board meetings with the administrative staff for timely distribution to Board members; and
 - f. Work with the DOE Federal Coordinator, administrative staff, and any designated committee to review an annual report and an annual work plan. The Board year begins October 1.
 - g. Prior to any vote, provide a status of members present to verify whether a sufficient quorum exists for recommendations.
 10. The Chair, Vice Chair, and Secretary will have other duties as assigned by the Board.
 11. In the absence of the Chair, Vice Chair, and Secretary, the immediate past Chair, if that person still serves on the Board, shall serve as Chair of the Board meeting. In the absence of the immediate past Chair, the immediate past Vice Chair, if that person still serves on the Board, shall serve as Chair of the Board meeting. If none of these persons is present, those Board members present shall select, with the approval of the DDFO, a Chair for the meeting.
 12. No officer of the Board shall serve more than two consecutive years in the same office.
- B. Committees:** The Board will establish its committees prior to the beginning of each fiscal year to reflect the Board's approved work plan for that year. ~~Each committee so established will submit before October 1st an annual work plan for approval by the Board and DOE.~~

Commented [KS(4)]: Committee workplans have been discontinued

C. Other Committees and Task Forces: The Board may establish ad hoc committees or task forces as it deems necessary.

D. Structures of Committees, Ad-hoc Committees, and Task Forces:

1. Membership on committees will be on a volunteer basis, and Board members must serve on at least one committee.
2. Committee members may develop additional operating procedures consistent with the bylaws.
3. Committees may not directly submit recommendations to EM. They are solely responsible for producing draft proposals or information for the full Board. Before presenting a recommendation to the Board, the committee should have passed the recommendation by majority vote of the members attending the meeting.
4. The committees will meet independently of the Board. If the meetings of the committee are open to the public, they must hold them in public locations after appropriate notice.
5. If a written summary of the committee meetings is prepared, the Chair of the committee will provide it to the Board.
6. Election of the Chair for the committees will occur annually, or as necessitated by vacancies. Standing committees may, at their discretion, internally select, elect, appoint, or remove committee Co-Chair or Vice Chair (either title bearing the same intended meaning), from among only the properly appointed Board members of the committee. Co-Chairs or Vice Chairs shall serve and act in the temporary absence of the duly elected committee chairperson.
7. Committee Chairs shall notify the Board Chair and the DDFO of the selection, election, appointment, or removal of any standing committee Co-Chair or Vice Chair.
8. Except for the ~~Nominating Board Finance & Process~~ and Executive committees, non-Board members shall be allowed to vote in committee meetings but shall not hold Committee leadership positions.
9. Ad-hoc committees and task forces shall be established by the Board for the purpose of investigating special topics. The charge to, Board membership of, and Chair of the ad-hoc committees and task forces shall be established by the Board and approved by the DDFO. The Board shall establish the charge to, term of, and reporting requirements of each ad-hoc committee and task force.
10. Ad-hoc committees and task forces shall be confirmed by the Chair, upon recommendation of the Chair of the respective committee, ad-hoc committee, or task force. Members of the public may be allowed to participate on a non-voting basis for any ad-hoc committee except for the Nominating Committee. The DDFO shall concur in all recommendations for participation by non-Board members.

E. Executive Committee: The Board has an Executive Committee consisting of the Chair, Vice Chair, Secretary, and Chairs, Co-Chairs, or Vice Chairs of the various standing committees established during the fiscal year. The Executive Committee shall meet at least bimonthly and may hold other meetings at the call of the Board Chair to consider matters of importance

Commented [KS(5): The Board Finance and Process Committee no longer exists

that may require immediate resolution. The DDFO or the DDFO designated SSAB Federal Coordinator shall serve as a non-voting member of the Executive Committee.

1. During the intervals between Board meetings, decisions involving the daily business operations of the Board (e.g., setting budgets and agendas, coordinating committee requirements and activities, etc.) shall be made by majority vote of the Executive Committee. However, this committee shall have no authority to set Board policy or make any recommendations to EM.
2. Actions on routine general administrative matters requiring time-critical action by the Executive Committee may be handled by polling members of the Executive Committee through any quick means of communication. Decisions will be validated by the Board Chair and documented in the minutes of the next regularly scheduled Board meeting.
3. The Executive Committee shall have no authority to act for the Board on any motion or recommendation that affects a decision made by the full Board. Any motion or recommendation affecting a decision of the Board shall be submitted by the Executive Committee to the Board for consideration at the next regularly scheduled Board meeting.

F. Work Sessions: Work sessions are defined as meetings of the Board, including ex officio members, at which official action may not be taken. They must, however, be formally advertised, to be in compliance with the Federal Advisory Committee Act.

G. Executive Session (Closed Session): Upon approval of the Secretary of Energy, the Board shall announce fifteen days in advance of the meeting an Executive Session for matters concerning litigation or private personnel matters.

H. Removal of Board Officers: An officer of the Board (Chair, Vice Chair, Secretary, or standing committee Chair, Vice Chair, or Co-Chair), may be removed from their office for misconduct or neglect of duty by a vote of the Board upon the recommendation of the Executive Committee, the recommendation of the DDFO, or a duly authorized motion tendered by a Board member at a regularly scheduled Board meeting.

I. Replacement of Officers:

1. A Board office vacancy (Chair, Vice Chair, or Secretary) that comes into existence will be announced at a regularly scheduled Board meeting.
2. An election by the entire Board will be held at the next regularly scheduled Board meeting after the meeting at which the vacancy was announced. In the event of a removed, resigned, or abandoned vacancy in the Chair, Vice Chair, or Secretary, the term of office of any interim replacement election for the Chair, Vice Chair, or Secretary shall expire on September 30th and the regularly scheduled annual election shall be held as provided in Article V, Section A, Number 1.

3. If both the Chair and Vice Chair become vacant at or near the same time, then the Board shall, at the meeting at which the vacancy is announced, elect by majority vote a Chair and Vice Chair to serve the Board until, and at, the next regularly scheduled Board meeting. To prevent delay in Board work, and in the absence of a timely interim election, the Executive Committee shall appoint, subject to DDFO approval, an Acting Chair and Vice Chair (if needed or desired), from among the voting members of the Executive Committee, to serve the Board until the next regularly scheduled Board meeting.

VI. DECISION MAKING

All Board decisions relating to recommendations and advice to DOE shall be reached through parliamentary procedure. The Board shall strive for substantial agreement among Board members for approval of recommendations and advice to DOE.

- A. Quorum for Meetings:** For the purpose of conducting business, a quorum shall be a simple majority of the membership of the Board or Executive Committee.
- B. Approval of Recommendations:** Recommendations shall be approved by majority vote of the entire Board membership.
- C. Proxy Voting:** Voting by proxy on any Board or committee action is prohibited.
- D. Bylaws Amendments:** These Bylaws may be amended at any regular meeting of the Board by a majority vote of the entire Board membership, provided that the proposed amendment was submitted in writing and read at a previous regular business meeting. (Also see Section XII.)
- E. Removal of Officers:** An officer of the Board may be deposed from office for misconduct or neglect of duty in office by a two-thirds vote of the Board.
- F. Requirements for Recommendations to EM:**
 1. Standing committees, the Executive Committee, or individual members may propose recommendations to the Board.
 2. Proposed recommendations must be in writing.
 3. Proposed recommendations will be included in Board packets or be made available to members prior to the Board meeting, along with supporting background documentation.
 4. Proposed recommendations will be discussed at Board meetings and will be approved, rejected, or returned to committees for further work (e.g., editing, refinement, and incorporation of public and/or members' comments).
 5. Proposed recommendations will be introduced as motions for Board approval.
 6. When an issue comes before the Board, the Chair may refer the issue to the appropriate standing committee or create an ad-hoc committee for that issue. The standing committee or ad-hoc committee will report progress to the Board at the next meeting.
 7. Board members who disagree with an approved recommendation should document it in writing.

8. When it appears that the Board has reached agreement on a particular recommendation, the Chair may call for a vote.
9. Recommendations dealing with complicated and/or controversial issues may require more than one draft and may take two or more months to evolve into a form that is acceptable by a majority of the Board.

G. Administrative Decision Making:

1. Administrative functions of the Board may be delegated to the Chair who may assign actions to the Federal Coordinator and/or his/her staff.
2. If the Board finds need to review or affirm specific decisions made under the authority delegated to the Chair, such affirmation will be expressed by a majority vote of the Board at the next meeting.

H. Procedures and Parliamentary Law: The current edition of “Robert’s Rules of Order” shall apply on all questions of procedures and parliamentary law not specified in these bylaws.

VII. ROLE OF THE FACILITATOR

A professional facilitator may be hired to help the Board organize its work, prepare an agenda based on consultations with the Board and the Chair, facilitate the Board meetings, and work with the staff to prepare the minutes of the meetings.

VIII. CONDUCT AND FORMAT OF MEETINGS

A. Meeting Format:

1. Public notices will be printed in the Federal Register at least fifteen (15) days before the meeting. Announcements may be made on the radio and in local newspapers.
2. The Board will meet as needed, with the length of meetings determined by the agenda.
3. The Board will submit its agenda for the approval of the DDFO. In preparing the agenda, the Board reviews its work plan and, if appropriate, obtains additional input from its members and committees and the public.
4. Meetings will be open to the public; a section of the meeting room will be set aside for observers; and public comment is invited at appropriate times during a meeting.
 - a. There will be a fixed agenda time for public comment. A non-recused Board member may not address the Board during the time set aside for public comment. The public comment period may be extended by the Chair or by consensus of the Board members in attendance.
 - b. If required, at the discretion of the Chair, the fixed time will be divided equally among the members of the public who request to speak.
 - c. Before a decision on a recommendation is made, the Chair may invite members of the public to offer their input. The Board will determine in advance how much time they will allocate for public input.

- d. Members of the public may offer their comments in writing and give them to the DDFO.
 - e. Time will be set aside for Board member comments during each meeting.
5. Any meeting will be set up in terms of both the physical arrangements and the agenda to facilitate hearing and discussion.
 6. Minutes of the meetings will be kept by an individual designated by the Chair, distributed to the Board members for their review and made available to the public. Each meeting agenda will include the opportunity for members to make revisions to the minutes of the previous meetings.

The Chair or Vice Chair must approve the minutes within 90 calendar days of the meeting to which they relate. In the absence of the Chair or Vice Chair the DDFO must make such certification.

7. Any product of the Board, such as policies, positions, reports, advice or recommendations given to DOE, must be reviewed by the Board in final distribution form before distribution and being placed in the DOE public reading rooms and any other places deemed appropriate.

B. Conduct of Meetings:

1. The Board may utilize a neutral third party facilitator to assist it in accomplishing its mission. In all instances the facilitator will operate in a completely neutral, balanced, and fair manner.
2. Board members will show respect to each other, EM, liaisons, and the public.

IX. BUDGET

1. **Authority:** ~~The Board will provide a proposal to the DDFO.~~ Funding amounts will be determined yearly based on the Board’s approved work plan and availability of funds. The DDFO retains the fiscal responsibility for the Board but may assign a fiscal agent acceptable to EM.
2. **Compensation:** Board members will serve without compensation but may receive reimbursement for direct expenses related to the work of the Board and meeting attendance.
3. **Travel Expense:** Board, committee, and task force members are required to follow applicable federal travel regulations. All travel expenses must be submitted to the Federal Coordinator for reimbursement according to Federal guidelines. Trip reports by Board members must be prepared within 30 days and submitted to the support staff for inclusion in the Board’s records.

Commented [KS(6): The board no longer determines its budget and may not submit a budget proposal.

X. EVALUATION

- A. The Chair shall appoint a committee of members to conduct an annual evaluation to assess how adequately it is representing stakeholder interests and meeting the needs of the public. The Board may also evaluate the responsiveness of EM. After Board approval, but no later than December 31st, the report will be submitted to EM.
- B. The Board may evaluate the responsiveness of OREM to recommendations and other questions.

Commented [KS(7)]: Per DOE Headquarters, the board may not conduct a survey or evaluation of stakeholders or the public. Any such activities must be conducted by HQ to ensure proper legal approval and public notice requirements are met.

The board may submit concerns to OREM at any time without formation of a committee.

XI. CONFLICT OF INTEREST

- A. **Definition:** Board members are prohibited from personally and substantially participating as a Board member in any particular matter in which the Board member or the Board member's spouse, minor child, general partner, or employer has a financial interest. This restriction also applies if the Board member is negotiating or has any arrangement concerning prospective employment with any person or organization that has a financial interest in any particular matter before the Board.
- B. **Enforcement of Conflict of Interest Policy:** Questions concerning conflict of interest shall be referred to the DDFO and/or the Federal Coordinator, who will seek the advice of legal counsel for resolution.
- C. **Recusal:** If a Board member is aware of a conflict of interest, as defined above, the member shall immediately inform the DDFO and the Board of the interest and shall refrain from participating in discussions and recommendations in which a conflict or potential for conflict of interest exists.
- D. **Principles of Conduct:** Board members shall abide by the following conflict of interest principles:
 - 1. Members shall refrain from any use of their membership, which is or gives the appearance of being motivated, by the desire for private gain.
 - 2. Members shall not use, either directly or indirectly for private gain, any inside information obtained as a result of Board or committee service.
 - 3. Members shall not use their positions in any way to coerce, or give the appearance of coercing, another person to provide a financial benefit to the member or any person with whom the member has family, business, or financial ties.
 - 4. Members shall not knowingly receive or solicit from persons having business with DOE anything of value as a gift, gratuity, loan, or favor while serving on the Board or in connection with such service.
 - a. **Exceptions:**

Members may receive an unsolicited gift from persons having business with or an interest in DOE if:

 - i. The gift has an aggregate market value of \$20 or less per occasion, provided that the aggregate market value of the individual gift received from any one person under the authority of this paragraph shall not exceed \$50 in a calendar year;

- ii. The gift is motivated by a family relationship or personal friendship rather than a member's position; and
- iii. The gift results from the business or employment relationship of a member's spouse or the outside business or employment activities of a member when it is clear that such gifts are not enhanced because of the member's position.

XII. AMENDING THE BYLAWS

- A. Policy:** The Board shall have the power to alter, amend, and repeal these bylaws in ways consistent with the Amended Charter of the EM Site Specific Advisory Board, and other applicable laws, regulations and guidelines. Any member of the public, the Board, or one of the Agencies may propose an amendment. However, to be considered by this Board the proposed amendment must be sponsored by a Board member. The bylaws may be amended at any regular meeting of the Board by a majority vote of the entire Board membership, provided that the proposed amendment was submitted in writing and read at a previous regular business meeting.
- B. Approval:** All amendments to these bylaws must be approved by the Designated Federal Officer in consultation with the Office of General Counsel.

XIII. ADOPTION OF THE BYLAWS

- A.** These bylaws will be effective:
 - 1. Upon the affirmative vote of the Board membership,
 - 2. Execution by the Chair,
 - 3. Review and approval by the DOE Office of the General Counsel, and
 - 4. Approval of the EM SSAB Designated Federal Officer.
- B.** All previous bylaws or procedures are hereby rescinded.

XIV. SUBORDINATION AND SEVERABILITY OF THE BYLAWS

If a conflict arises with respect to any provision of these Bylaws and federal statutes, the laws of the state of Tennessee, or federal or state regulatory authority, then the superseding law or regulation shall control. In the event that any provision of these bylaws is invalid, such invalidity shall not affect the remaining provisions that shall continue in full force and effect.

APPROVED: November 14, 2007

REVISED: February 11, 2015

EM Project Update

ETTP	January	February
Zone 2	The Tc-99 Remedial Action is 57 percent complete. The open excavation within Phase 1 has been backfilled following the Zone 2 ROD.	The Addendum for the Implementation Process to the Remedial Design Report/Remedial Action Work Plan for Zone 2 Soils, Slabs, and Subsurface Structures was sent to the regulators for approval.
	The K-29 Slab Removal is progressing with concrete removal approximately 62 percent complete and waste hauling approximately 64 percent complete.	The K-29 Slab Removal is progressing with concrete removal approximately 79 percent complete and waste hauling approximately 83 percent complete.
		The Sampling & Analysis Plan for EU 25 was submitted to the regulators for approval.
Remaining Facilities	Deactivation crews are transitioning from K-1037 to the Centrifuge Project as planning for demolition is being finalized. The K-1037 work was completed ahead of the baseline plan to support acceleration of facility deactivation.	The K-1037 project began mobilization of demolition equipment and materials and demolition is underway. This building is the largest remaining facility at ETTP.
	Work continues at the Centrifuge complex. K-1200 characterization is 20 percent complete and asbestos containing material (ACM) is 24 percent complete.	
	Centrifuge Building K-1210 hazardous/universal waste removal is 75 percent complete.	Centrifuge Building K-1210 characterization/sampling is 44 percent complete, ACM abatement is complete, and hazardous/universal waste removal is 80 percent complete.
	Centrifuge Building K-1220 ACM abatement is 63 percent complete.	Centrifuge Building K-1220 characterization/sampling is 63 percent complete, ACM abatement is complete, and hazardous/universal waste removal is 89 percent complete.
	One of seven buildings has been completed in the Balance of Facilities group with the demolition of K-802.	
	Four of the nine Balance of Site Facilities buildings were demolished (Portals 7,14,15 and K-1045). Demolition preparation is complete at Portal 3 and brick removal is 78 percent complete at K-1034-A.	Five of the nine Balance of Site Facilities buildings were demolished (Portals 3,7,14,15 and K-1045). Brick removal is 91 percent complete at K-1034-A, Characterization/sampling is complete and removal of ACM and transite is complete in K-1414.
ETTP Historic Preservation	Completed installation of drain piping. Continued framing interior walls and partitions, installing electrical service equipment, running conduit, pulling wire, hanging dry wall, and installing HVAC duct. Also completed detailing of exhibits. On-going exhibit work includes fabrication of exhibit structures, conservation of artifacts, preparation of exhibit and graphic mockups, and preparation of audiovisual productions.	Continued framing interior walls and partitions, installing electrical service equipment, running conduit, pulling wire, hanging dry wall, and installing HVAC duct. Removed old asphalt from the site. Continued fabrication of exhibit structures, conservation of artifacts, preparation of exhibit and graphic mockups, and preparation of audiovisual productions. Received technical bid packages from companies responding to RFP for the Equipment Building and Viewing Tower.

EM Project Update

ORNL	January	February
Molten Salt Reactor Facility	A management assessment was conducted to prepare for the disposal of the last two remaining legacy sodium fluoride (NaF) traps at MSRE. This will reduce the hazardous material inventory, lowering the risk to worker safety and health.	Changed out the Reactive Gas Removal System (RGRS) alumina traps and molecular sieve and completed the change-out of the RGRS inert gas station pressure regulators. Leak tests were performed, ensuring that the system is ready to operate.
	The MSRE Layup Project is underway. The project objectives are to place the facility into a zero occupancy status, and then prepare the facility for elimination of most electrical power to the facility.	Completed the venting and packaging of the last two remaining high-dose NaF traps at MSRE. Disposing of this equipment reduces risk to the workers and the ORNL site.
U-233 Disposition		The subcontractor has mobilized to Building 2026 in preparation for replacement of the facility's 200-ton chiller. Began deactivation and air gap of existing chilled water pump and removal of insulation.
ORNL Facilities D&D	The remaining electrical isolations are in progress as well as work supporting temporary power installation to support D&D activities.	Analysis is underway on the baseline reactor pool water samples. The project completed secondary electrical isolations, and the remaining secondary mechanical isolations have begun, in support of deactivation activities.
Y-12	January	February
Outfall 200 Mercury Treatment Facility (MTF)	The contractor's waste stream was shipped and received at the Nevada Nuclear Security Site. This completed all of the early site preparation scope.	
	A DOE kickoff meeting was held with the construction contractor that discussed DOE's expectations for project execution. A site tour was also performed to review the status of the site since completion of early site preparation activities.	The DOE construction contractor is providing submittals and RFIs for review/response prior to mobilization. DOE is holding weekly construction progress meetings with their contractor.
Disposal Area Remedial Action (DARA) Soils		Completed removing and shipping of approximately 4,000 cubic yards of contaminated soil to EMWMF. The total number of shipments to the onsite disposal cell was 259.
Y-12 Facilities D&D	Completed installation of a geomembrane to reduce infiltration of groundwater in the area where the West COLEX process equipment was removed. Monitoring was installed in the storm drain to check levels of mercury in the water over the next six months.	The PCCR for COLEX (West Side) was submitted to the regulators for review/approval.
		All mechanical and electrical isolations were completed for the Biology Complex, enabling the removal of system piping. This facilitates asbestos abatement, universal waste removal, and construction elevator installation.

EM Project Update

Y-12	January	February
Y-12 Facilities D&D		Risk reduction activities inside Alpha 4 area approximately 40 percent complete. This includes cleanup of 60 percent of known mercury spills inside the building and borescoping approximately 50 percent of the system piping identified as potentially having problem areas of mercury. Testing of mechanical pipe cleaning methods is also underway.
Off-Site Cleanup/Waste Management	January	February
Transuranic Waste Processing Center (TWPC)		A Carlsbad Field Office team visited TWPC to conduct the annual review of the TRU inventory.
		OREM reviewed the TWPC Maintenance Management Program and the TWPC Electrical Program.
EMDF	The public comment period for the Proposed Plan closed on January 9th after multiple extensions. There were 199 commenters that provided comments. Responses will be provided in the ROD's Responsiveness Summary.	A breakdown of the public comments on the Proposed Plan showed well over half of the commenters, including the host County (Roane County), favored the preferred remedy and many others merely requested additional information or an extension to the public comment period. The rest were opposed to onsite disposal. The Responsiveness Summary is under development.
	The Site Preparation Plan and the Borrow Area Field Sampling Plan (Phase 3) were submitted to the regulators for review.	
WRRP	Responses to the TDEC comments on the Phase 1 Melton Valley/Bethel Valley Exit Pathway Remedial Investigation Work Plan D1 are being reviewed.	EPA and TDEC comments on the Phase 1 Melton Valley/Bethel Valley Exit Pathway Remedial Investigation Work Plan D1 have been resolved and preparation of the D2 document is underway.
	Agreements with property owners for well monitoring were obtained at 14 locations. An erratum to the RSE Phase 2 Detection Monitoring Work Plan was submitted to the regulators documenting 3 locations that changed from the original plan.	Sampling under the RSE Phase 2 Offsite Detection Monitoring Work Plan has commenced.
	The D0 2019 Remediation Effectiveness Report is being reviewed.	Incorporation of comments on the D0 Remediation Effectiveness Report and preparation of the D1 document are underway.

Abbreviations/Acronyms List for Environmental Management Project Update

AM – action memorandum

ACM – asbestos containing material

ARARs – Applicable or Relevant and Appropriate Requirements

ARRA – American Recovery and Reinvestment Act

BCV – Bear Creek Valley

BG – burial grounds

BV - Bethel Valley

CARAR – Capacity Assurance Remedial Action Report

CART - carbon steel casing dollies

CBFO – Carlsbad Field Office

CERCLA – Comprehensive Environmental Response, Compensation
and Liability Act

CEUSP – Consolidated Edison Uranium Solidification Project

CD – critical decision

CH – contact handled

CNF – Central Neutralization Facility

COLEX – column exchange

CS – construction start

CY – calendar year

D&D – decontamination and decommissioning

DARA – Disposal Area Remedial Action

DNAPL – Dense Non-Aqueous Phase Liquids

DOE – Department of Energy

DSA – documented safety analysis

DQO – data quality objective

EE/CA – engineering evaluation/cost analysis

EFPC – East Fork Poplar Creek

EM – environmental management

EMDF – Environmental Management Disposal Facility

EMWMF – Environmental Management Waste Management Facility

EPA – Environmental Protection Agency

EQAB – Environmental Quality Advisory Board

ETTP – East Tennessee Technology Park

EU – exposure unit

EV – earned value

FACA – Federal Advisory Committee Act

FCAP - Facilities Capability Assurance Program

FFA – Federal Facility Agreement

FFS – Focused Feasibility Study

FPD – federal project director

FY – fiscal year

GIS – geographical information system

GW – groundwater

GWTS – groundwater treatability study

HQ – Headquarters

HRE – Homogenous Reactor Experiment

IROD – Interim Record of Decision

ISD - In-Situ Decommissioning

LEFPC – Lower East Fork Poplar Creek

LLW – low-level waste

MLLW – mixed low-level waste

MSRE – Molten Salt Reactor Experiment

MTF – Mercury Treatment Facility

MV – Melton Valley

NaF – sodium fluoride

NDA – non-destructive assay

NEPA – National Environmental Policy Act

NNSS – Nevada National Security Site (new name of Nevada Test Site, formerly NTS)

NPDES – National Pollutant Discharge Elimination System

NPL – National Priorities List

OR – Oak Ridge

ORGDP – Oak Ridge Gaseous Diffusion Plant

OREIS – Oak Ridge Environmental Information System

OREM – Oak Ridge Office of Environmental Management

ORNL – Oak Ridge National Laboratory

ORO – Oak Ridge Office

ORR – Oak Ridge Reservation

ORRR – Oak Ridge Research Reactor

ORRS – operational readiness reviews

PaR – trade name of remote manipulator at the Transuranic Waste
Processing Center

PCB - polychlorinated biphenyls

PCCR – Phased Construction Completion Report

PM – project manager

PP – Proposed Plan

PPE – Personal Protective Equipment

QAPP – Quality Assurance Project Plan

RA – remedial action

RAR – Remedial Action Report

RAWP – Remedial Action Work Plan

RCRA – Resource Conservation Recovery Act

RDR – Remedial Design Report

RDWP – Remedial Design Work Plan

RER – Remediation Effectiveness Report

RH – remote handled

RI/FS – Remedial Investigation/Feasibility Study

RIWP – Remedial Investigation Work Plan

RmAR – Removal Action Report

RmAWP – Removal Action Work Plan

ROD – Record of Decision

RSE – Remedial Site Evaluation

RUBB – trade name of a temporary, fabric covered enclosure

S&M – surveillance and maintenance

SAP – sampling analysis plan

SEC – Safety and Ecology Corp.

SEP – supplemental environmental project

STP – site treatment plan

SW – surface water

SWSA – solid waste storage area

Tc – technetium

TC – time critical

TDEC – Tennessee Department of Environment and Conservation

TRU – transuranic

TSCA – Toxic Substances Control Act

TWPC – Transuranic Waste Processing Center

U – uranium

UEFPC – Upper East Fork Poplar Creek

UPF – Uranium Processing Facility

URS/CH2M – (UCOR) DOE's prime cleanup contractor

VOC – volatile organic compound

VPP – Voluntary Protection Plan

WAC – waste acceptance criteria

WEMA – West End Mercury Area (at Y-12)

WHP – Waste Handling Plan

WIPP – Waste Isolation Pilot Plant

WRRP – Water Resources Restoration Program

WWSY – White Wing Scrap Yard

Y-12 – Y-12 National Security Complex

ZPR – Zero Power Reactor

Travel Opportunities

Meeting/Event	Dates	Location	Cost	Website	Conference Lock Date; (# slots)	Deadline to Submit Requests
FY 2019						
Waste Management Symposium (Attendees: Allen, Price)	March 3-7, 2019	Phoenix	\$1,200	www.wmsym.org	9/28/18 (2)	9/1/18
National Environmental Justice Conference & Training Requests: Shields, Baker	March 13-15, 2019	Washington, D.C.	none	http://thenejc.org	11/14/18	11/1/18
RadWaste Summit Requests: Shields	Sept. 3-5, 2019	Henderson, Nevada	\$625	http://www.radwastesummit.com/	TBD (2)	TBD/likely March
2019 Spring Chairs Meeting Requests: Lohmann, Wilson, Tapp	May 7-9, 2019	Aiken, SC	none		NA	TBD/likely March
DOE National Cleanup Workshop Requests: Shields, Lohmann, Burroughs	Sept. 10 -12, 2019	Alexandria, VA	\$425	www.cleanupworkshop.com	4/17/19 (2)	3/17/19
Perma-Fix Nuclear Waste Management Forum Requests: none	TBD/Likely November			https://ir.perma-fix.com/upcoming-events	TBD (2)	TBD/likely July
2019 Fall Chairs Meeting	Oct. 28-30, 2019	Sun Valley, Idaho	none		NA	TBD/likely August
EPA Community Involvement Training Requests: none	TBD		none	www.epa.gov/superfund/community-involvement-training-program-0	NA	TBD
EPA National Brownfields Conference	TBD	TBD	\$125	https://www.epa.gov/brownfields/brownfields-newsroom	NA	TBD
FY 2020						
Waste Management Symposium Requests: none	March 8-12, 2020	Phoenix	likely \$1200	www.wmsym.org	TBD (2)	TBD/Likely August

Shaded trips are closed



FY 2019 Incoming Correspondence

#	Date	To	From	Description	Distribution
91	2/5/2019	ORSSAB	Hamilton, DNFSB	Invitation to Feb. 21 public hearing on DOE Order 140.1	DOEIC, Notified board officers of receipt
92	2/6/2019	McCurdy, ORSSAB	Mullis, DOE	ORSSAB appointment	DOEIC, Notified board officers of receipt
93	2/6/2019	Jiang, ORSSAB	Mullis, DOE	ORSSAB appointment	DOEIC, Notified board officers of receipt
94	2/12/2019	Jones, EPA; Young, TDEC	Henry & Japp, DOE	Transmittal of the Phased Construction Completion Report for Demolition of the COLEX Process Piping, Tanks, Equipment and Support Superstructure of the Alpha-4, Y-12 (DOE/OR/01-2816&D1)	DOEIC, Notified board officers of receipt
95	2/7/2019	Japp, DOE	Young, TDEC	Supplemental Sampling and Analysis Plan for ETP Main Plant Groundwater Feasibility Study Well Installations at ETP (DOE/OR/01-2802&D2)	DOEIC, Notified board officers of receipt
96	2/11/2019	Japp, DOE	Young, TDEC	Molten Salt Reactor Experiment Waste - Items Formerly Identified as Waste Found in Active Facility System	DOEIC, Notified board officers of receipt
97	2/12/2019	Japp, DOE	Atashi, EPA	EPA Comments Phased Construction Completion Report for Demo of CNF at ETP (DOE/OR/01-2782&D1)	DOEIC, Notified board officers of receipt



FY 2019 Incoming Correspondence

#	Date	To	From	Description	Distribution
98	2/12/2019	Mullis, DOE	Salyers, TDEC	Response to 2/25/19 Letter Regarding Site Treatment Plan Notification Obligations for ORR	DOEIC, Notified board officers of receipt
99	2/13/2019	Japp, DOE	Young, TDEC	TDEC Approval of the FFA Milestone Modification Request for the EMDF ROD and Follow-On Documents	DOEIC, Notified board officers of receipt
100	2/14/2019	Japp, DOE	Young, TDEC	Agreements by the FFA Parties for the Proposed EMDF ROD	DOEIC, Notified board officers of receipt
101	2/6/2019	Japp, DOE	Froede, EPA	EPA Review of the Phase 1 Melton Valley/Bethel Valley Exit Pathway Remedial Investigation Work Plan for the DOE ORR (DOE/OR/01-2756&D1)	DOEIC, Notified board officers of receipt
102	2/12/2019	Japp, DOE	Jones, EPA	EPA Approval of EMDF Extension for ROD-RDWP-RDR-RAWP	DOEIC, Notified board officers of receipt
103	2/25/2019	Jones, EPA; Young, TDEC	McMillan & Japp, DOE	Final Transmittal of the Quality Assurance Project Plan for Characterization of the Tritium Target Preparation Facility Building 7025 at ORNL (DOE/OR/01-2800&D1)	DOEIC, Notified board officers of receipt



FY 2019 Incoming Correspondence

#	Date	To	From	Description	Distribution
104	2/26/2019	Japp, DOE	Young, TDEC	High-level Cost Evaluation Questions: Follow-up to TDEC Request for Backup Information Used in Development of Cost Estimates for Comparison of ORR CERCLA Waste Disposal	DOEIC, Notified board officers of receipt
105	2/26/2019	Japp, DOE	Froede, EPA	EPA Comments K31/33 Area Groundwater Remedial Site Evaluation Report for ETTP, ORR (DOE/OR/01-2765&D1)	DOEIC, Notified board officers of receipt
106	2/27/2019	Japp, DOE	Froede, EPA	EPA Comments Supplemental Sampling and Analysis Plan for ETTP Main Plant Groundwater Feasibility Study Well	DOEIC, Notified board officers of receipt
107	2/27/2019	Japp, DOE	Jones, EPA	EPA Notice of Additional Review Time for Amendment to Zone 1 Interim ROD_K 770 Area	DOEIC, Notified board officers of receipt
108	2/27/2019	Japp, DOE	Froede, EPA	EPA Approval of Supplemental Sampling and Analysis Plan for ETTP Main Plant Groundwater Feasibility Study Well Installations at ETTP, ORR (DOE/OR/01-2802&D1)	DOEIC, Notified board officers of receipt



FY 2019 Incoming Correspondence

#	Date	To	From	Description	Distribution
109	2/27/2019	Jones, EPA; Young, TDEC	Deacon & Japp, DOE	Transmittal of the Remedial Design Report/Remedial Action Work Plan for Zone 2 Soils, Slabs, and Subsurface Structures, ETPP, ORR (DOE/OR/01-2224&D5/A1/R1)	DOEIC, Notified board officers of receipt
110	3/4/2019	Jones, EPA; Young, TDEC	McMillan & Japp, DOE	Transmittal of the Addendum to the Waste Handling Plan for Surveillance and Maintenance Activities at ORNL: Bulk Shielding Reactor Facilities Deactivation (DOE/OR/01-2565&D2/A4)	DOEIC, Notified board officers of receipt
111	3/5/2019	Japp, DOE	Froede, EPA	EPA Review Suspension of EMDF Site Prep Phase 3 Documents	DOEIC, Notified board officers of receipt