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# *Dugway Proving Ground*



*Restoration  
Advisory  
Board*

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**August 9, 2000**

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# Agenda

- Welcome
- Introductions
- Accept May 2000 RAB Meeting Minutes
- Recap June 28 Committee Meetings
  - Procedural Committee
  - Membership Committee
  - Technical Committee
  - Outreach Committee
- Identify RAB Mission Statement
- Identify RAB Operating Procedures
- Break
- Installation Restoration Program (IRP) Overview
- IRP Update
  - RCRA Facility Investigation (RFI) Site Update
  - Consent Order Site Update
- Questions and Discussion
- Set Next Meeting Date

August 2000



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# Restoration Advisory Board

# Welcome

from

**Colonel Edward A. Fisher**

**Commanding Officer**

**Dugway Proving Ground**

*August 2000*



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# Restoration Advisory Board

## Introductions

- **Co-Chairmans**

- Mr. Joseph Gearo            DEP Director, Installation Co-Chair
- Royce Larsen                Community Co-chair

- **Government Agency Members**

- Dave Larsen                UDEQ
- Larry Diede                USEPA
- Rex Sohn                    US Fish & Wildlife



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# Restoration Advisory Board

## Introductions

- **RAB Members**

Myron Bateman

John Christensen

Karen Davis

Vernon Denman

David Fendt

Tony Flippo

Hiri Chae Kim

Robert McNiel

Michael Merritt

Alan Mitchell

Abraham Mohammed

Jesse G. Petersen

Marianne Rutishauser

Jennifer Saran

Harry Shinton

Carl Wall



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# Restoration Advisory Board

## Introductions

- **Technical Support**

- Scott Reed                      IRP Program Manager
- Keller Davis                    IRP Program Support
- Nancy Kosko                    DTC
- Larry Nutter                    AEC
- Linda Hargrave                US EPA, Region 8
- Maryellen Mackenzie        USACE, Sacramento District
- Chris Prescott                 USACE, Sacramento District
- Vicky Henderson             USACE, Sacramento District/ISS
- Randi Nelson                  Kleinfelder
- Ed Staes                        Parsons Engineering Science
- Jeff Ogawa                      IT Corporation

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## Restoration Advisory Board

- Review and accept meeting minutes from May 16, 2000.
- Old business
- New Business

*August 2000*



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## Restoration Advisory Board

### Recap of June 28 Committee Meetings

- Procedural
- Membership
- Technical
- Outreach

*August 2000*



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## Restoration Advisory Board

### MISSION and STATEMENT CHARTER

#### RAB Mission Statement (Draft) – for review

- The primary purpose of the Dugway Proving Ground (DPG) Restoration Advisory Board is to provide an opportunity for the community affected by the environmental restoration projects at Dugway Proving Ground to participate in the decision making process for the cleanup.



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## Restoration Advisory Board

### Functions of the RAB (Draft)

- The primary function of the RAB is to act as a forum for open and interactive discussion and exchange of environmental cleanup information between DPG, regulatory agencies, and the community. As a minimum, the RAB will provide the following services to the community for which it serves:



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## Restoration Advisory Board

### Functions of the RAB (Draft)

- A. Conduct bi-monthly/quarterly meetings that are publicly announced at least ten days prior to the meeting date. Meeting dates will be determined by the RAB.**



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## Restoration Advisory Board

### Functions of the RAB (Draft)

- A. Conduct bi-monthly/quarterly meetings that are publicly announced at least ten days prior to the meeting date. Meeting dates will be determined by the RAB.
- B. Encourage public attendance and participation by holding RAB meetings at times and locations convenient to the community.**



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## Restoration Advisory Board

### Functions of the RAB (Draft)

- A. Conduct bi-monthly/quarterly meetings that are publicly announced at least ten days prior to the meeting date. Meeting dates will be determined by the RAB.
- B. Encourage public attendance and participation by holding RAB meetings at times and locations convenient to the community.
- C. Keep meeting minutes and make them available to the public.**



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## Restoration Advisory Board

### Functions of the RAB (Draft)

**D. Develop, use, and maintain a list of names and addresses of interested parties who wish to receive information on the cleanup process. Ensure requested information is provided to addressees in a timely manner.**



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## Restoration Advisory Board

### Functions of the RAB (Draft)

D. Develop, use, and maintain a list of names and addresses of interested parties who wish to receive information on the cleanup process. Ensure requested information is provided to addressees in a timely manner.

**E. Review, discuss and evaluate a wide range of draft and final technical documents, status reports, proposed and final plans related to cleanup. Reviews will be conducted within the time frame specified for review by the appropriate regulatory agencies.**



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## Restoration Advisory Board

### Functions of the RAB (Draft)

- D. Develop, use, and maintain a list of names and addresses of interested parties who wish to receive information on the cleanup process. Ensure requested information is provided to addressees in a timely manner.
- E. Review, discuss and evaluate a wide range of draft and final technical documents, status reports, proposed and final plans related to cleanup. Reviews will be conducted within the time frame specified for review by the appropriate regulatory agencies.
- F. Identify potential project requirements, and provide comments or advice on priorities among sites or projects.**



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## Restoration Advisory Board

### Functions of the RAB (Draft)

**G. In accordance with Section 121 of CERCLA, propose cleanup levels consistent with planned land reuse.**



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## Restoration Advisory Board

### Functions of the RAB (Draft)

G. In accordance with Section 121 of CERCLA, propose cleanup levels consistent with planned land reuse.

**H. Consensus of the RAB members is not required for comments to be considered. Each member should provide advice as an individual representing the views of the citizens they represent, rather than as a group; however, consensus may evolve in the natural course of discussions.**



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## Restoration Advisory Board

### Functions of the RAB (Draft)

- G. In accordance with Section 121 of CERCLA, propose cleanup levels consistent with planned land reuse.
- H. Consensus of the RAB members is not required for comments to be considered. Each member should provide advice as an individual representing the views of the citizens they represent, rather than as a group; however, consensus may evolve in the natural course of discussions.
- I. The RAB supplements any community involvement program already ongoing at DPG.**



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## Restoration Advisory Board

### Basis and Authority for this Charter

- The basis and authority for this charter are contained in the National Defense Authorization Act for Fiscal Year 1995 (Public Law 103-377).



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## Restoration Advisory Board

### Structure and Responsibilities

- This Charter establishes the RAB. The RAB will consist of DPG representatives, community representatives, and regulatory agency representatives. The RAB will be co-chaired by a DPG representative selected by the Commander and a community representative selected by the community members of the RAB. Except for the Government Co-Chairperson, members of the RAB are volunteers with an active interest in the restoration program being conducted at DPG. The volunteer members consist of local citizens and local government representatives who shall have voting privileges. RAB members shall serve on this board without compensation.



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## Restoration Advisory Board

### Structure and Responsibilities

A. The DPG Director of Environmental Programs shall serve as the Government Co-chairperson of the RAB. The Government Co-chairperson shall:

1. Preside at meetings if the Community Co-chairperson is absent.
2. Ensure adequate administrative support to the RAB to take meeting minutes, reproduce and disseminate them and agendas for the forthcoming meeting to the membership, no more than three weeks after each meeting concludes.
3. Develop and maintain attendance records.



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## Restoration Advisory Board

### Structure and Responsibilities

#### Government Co-chairperson (con't)

4. Ensure adequate creation, distribution and retention of all pertinent documents. Appropriate background materials for meeting topics shall be provided to the RAB when applicable.
5. Ensure that the Army considers and responds to comments made at RAB meetings. Refers issues not related to environmental restoration to an appropriate DPG official.
6. Provide relevant policies and guidance documents to enhance operations of the RAB.



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## Restoration Advisory Board

### Structure and Responsibilities

#### Government Co-chairperson (con't)

7. Publicize all RAB meetings to the community.
8. Distribute copies of minutes and other documents to other interested parties who request them.
9. Maintain Information Repositories.
10. Serve as a non-voting member of the RAB.



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## Restoration Advisory Board

### Structure and Responsibilities

- B. The Community Co-chairperson, a voting member to be chosen by majority vote of the RAB members present at the meeting when the election is held, shall:
1. Serve a term of two (2) years, commencing from the date of the election. The Community Co-chairperson may serve more than one term if so elected by the RAB.
  2. Be responsible for presiding at each meeting. If unavailable, the Government Co-chairperson shall preside.



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## Restoration Advisory Board

### Structure and Responsibilities

#### Community Co-chairperson (con't)

3. Facilitate the process for addressing community issues and concerns as they relate to DPG restoration activities.
4. Ensure documents distributed to the RAB become available to the civilian community, as deemed appropriate in compliance with applicable laws and regulations.



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## Restoration Advisory Board

### Structure and Responsibilities

#### C. RAB members shall:

1. Serve a term of two years. A member may be asked by the board to serve subsequent two-year terms. Each subsequent term must be ratified by a simple majority of the RAB. Attempts shall be made to stagger terms of members to keep the knowledge base of the board strong.
2. Amend this charter by a two-thirds (2/3) vote of the voting members present at the meeting where the amendment is presented for vote.
3. Replace a Community Co-chairperson who is ineffective or detrimental to the progress of the RAB. Community Co-chairperson replacement is determined by a majority vote of RAB voting membership at the next regularly scheduled meeting where the subject of replacement is fully discussed.



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## Restoration Advisory Board

### Standard Operating Procedures

- A. The RAB Co-chairpersons shall be responsible for establishing an agenda for each meeting. Agenda items for the next meeting will be decided on at the conclusion of each meeting, and /or submitted to a Co-chairperson at least two weeks prior to a scheduled meeting.
  
- B. All meetings shall be open to the public and announced by press releases to local newspapers such as the Tooele Transcript-Bulletin, Salt Lake Tribune, and the Deseret News. DPG shall take responsibility for this task.



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## Restoration Advisory Board

### Standard Operating Procedures

- C. Each meeting shall follow the agenda as determined by the Co-chairpersons and submitted to the members prior to the meeting. Meetings shall be conducted according to the following format:
1. Review past meeting minutes: make corrections, clarifications, and/or additions to past meeting minutes.
  2. Review of old business.
  3. Present/solicit new business.
  4. Presentation or update by technical staff and RAB member discussion.
  5. List action items for technical staffs.
  6. Establish next meeting's agenda.
  7. Open discussion.



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## Restoration Advisory Board

### Standard Operating Procedures

- D. Observers at the meetings may ask questions related to the agenda item under discussion. Other questions and comments specific to the issues under discussion shall be held until the Open Discussion part of the meeting.
- E. Action items established at meetings will be tracked and responded to in the meeting minutes. When an action item is closed, it will be recorded in the minutes and becomes part of the Administrative Record maintained by the DPG or their designee.



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## Restoration Advisory Board

### Standard Operating Procedures

F. A quorum shall consist of one-half of the RAB voting members. A quorum is not necessary for a RAB to meet; however, a quorum must be present to conduct voting business. RAB operational issues, protocols, and business that warrants voting shall be determined by a simple majority vote (50%+1) of the RAB members present. RAB members may appoint an alternate to attend meetings. Alternate members will not be allowed to vote. Alternate members must be listed with the RAB. To the extent possible, the Community Co-chairperson shall strive to resolve issues and problems by consensus. However, when formal voting is conducted and dissenting opinions exist, a person expressing the dissenting opinion is encouraged to submit this opinion for inclusion in the minutes.



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## Restoration Advisory Board

### Standard Operating Procedures

- G. A maximum of 20 members will be allowed on the board.
- H. Roberts Rules of Order shall be followed for all meetings.
- I. Specific conclusions, concerns, objections, agreements or recommendations relative to environmental restoration issues will be brought into focus and summarized by the RAB and communicated to the Government Co-chairperson.



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## Restoration Advisory Board

### Standard Operating Procedures

- J. When necessary, the Co-chairpersons may decide that the RAB meet for special focus meetings where a single topic or specific document may be reviewed, discussed or addressed. Such special focus meetings shall be open to the public.



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## Restoration Advisory Board

### Information Repository

- One of the most effective tools for the public to access project information

#### Information Repository Locations:

**Tooele Chemical Stockpile  
Outreach Office  
54 South Main  
Tooele, Utah 84074**

**Marriott Library  
University of Utah  
Special Collections, 5th floor  
Salt Lake City, UT 84112**



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## Restoration Advisory Board

# Short Break

Then...

## 2<sup>nd</sup> Half of RAB/TRC Meeting

- Update of RFI Sites
- Update of Consent Order Sites

August 2000

