



*Many Voices Working for the Community*

# Oak Ridge Site Specific Advisory Board

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## Approved October 10, 2012 Meeting Minutes

The Oak Ridge Site Specific Advisory Board (ORSSAB) held its monthly meeting on Wednesday, October 10, 2012, at the DOE Information Center, 1 Science.gov Way, Oak Ridge, Tenn., beginning at 6 p.m. A video of the meeting was made and may be viewed by contacting the ORSSAB support offices at (865) 241-4583 or 241-4584. The presentation portion of the video is available on the board's YouTube site at [www.youtube.com/user/ORSSAB/videos](http://www.youtube.com/user/ORSSAB/videos).

### Members Present

Alfreda Cook

Lisa Hagy

Janet Hart

Bob Hatcher

David Hemelright, Vice  
Chair

Howard Holmes

Charles Jensen, Secretary

Jennifer Kasten

Ross Landenberger<sup>1</sup>

Jan Lyons

David Martin, Chair

Fay Martin

Scott McKinney

Donald Mei

Greg Paulus

Coralie Staley

Robert Stansfield

Scott Stout

Thomas Valunas

Sam Yahr<sup>1</sup>

### Members Absent

Jimmy Bell

Bruce Hicks

<sup>1</sup>Student Representative

### Liaisons, and Federal Coordinator Present

Dave Adler, Liaison, Department of Energy-Oak Ridge Reservation (DOE-ORO)

Connie Jones, Environmental Protection Agency (EPA)

Melyssa Noe, ORSSAB Federal Coordinator, DOE-ORO

John Owsley, Tennessee Department of Environment and Conservation (TDEC)

### Others Present

Elizabeth Burton, Restoration Services Inc. (RSI)

Jason Darby, DOE

Susan Gawarecki

Spencer Gross, ORSSAB Support Office

Pete Osborne, ORSSAB Support Office

Mark Selecman, RSI

Lynn Sims, RSI

Dave Watson, RSI

Eight members of the public were present.

**Liaison Comments**

Mr. Adler – Mr. Adler reported that Congress has passed a continuing resolution (CR) for six months to fund government operations at FY 2012 levels until a 2013 budget is approved. Because the CR doesn't fund a full year, Mr. Adler said it creates some uncertainty in planning for operations in FY 2013. DOE's Oak Ridge EM Program is being held to the FY 2012 budget during the CR, which is less than what DOE Oak Ridge had planned on. There will be some impacts to cleanup programs and DOE Oak Ridge EM is analyzing the effects and making plans for adjustments. He said work planned at K-25 and K-27 at East Tennessee Technology Park will be delayed about six months. Work regarding the Uranium-233 Project and the Transuranic Waste Disposition Program will not be impacted.

Mr. Adler said it is not known what Oak Ridge's funding will be for the second half of FY 2013. In January it should be known how much money Oak Ridge will have for the remainder of FY 2013 and it should also be known what the President's budget submittal will be for FY 2014. As a result, DOE will be working with EPA and TDEC to renegotiate milestones, but he said the expectation is to have a productive year for FY 2013.

Mr. Adler, along with Messrs. Martin, Hemelright, and Paulus recently attended the national EM SSAB Chairs' meeting in Washington, DC. Mr. Adler said it was one of the more productive meetings he has attended. He said a number of substantive recommendations were generated at the meeting. Those recommendations will be put before the board at the November meeting for consideration. He said one of the recommendations was to expand the role of the Waste Isolation Pilot Plant in New Mexico in DOE's cleanup program. The recommendation was for DOE to do a test project to explore the possibility of adding to the types of waste, in particular defense waste from the Savannah River Site, sent to the facility. Currently the facility only takes defense-related transuranic waste.

Ms. Jones – no comments.

Mr. Owsley – TDEC has posted its 2012 status report on its website at <http://www.tn.gov/environment/doeo/active.shtml>. Mr. Owsley said the website has reports for all previous years, as well as 2012. The report covers environmental monitoring results including an assessment of DOE's environmental management and control programs. Mr. Martin asked staff to forward the link to all board members.

**Public Comment**

None.

**Presentation**

The presentation was an Overview of Stewardship Tracking and Its Automation on the Oak Ridge Reservation (ORR). The main points of the presentation are in Attachment 1. Mr. Darby began the presentation by saying the Land Use Manager (LUM) is an automation tool that tracks land use and engineering controls. He said it's a tool that allows DOE to track stewardship requirements for remediated areas more efficiently.

Mr. Darby first explained what long-term stewardship (LTS) is and how the LUM will aid in tracking LTS requirements (Attachment 1, page 2, slide 3). LTS protects human health and environment from hazards, contamination, and wastes following remediation. It is the longest phase of the DOE EM program. Stewardship monitoring of remediated areas will continue indefinitely.

There are a number of elements of stewardship that includes stewards (principal, implementation, and oversight), information management, research, public participation and education, and operations. Mr. Darby said the focus of the evening's presentation was on operations.

Mr. Darby said stewardship operations include land use and engineering controls and media monitoring (Attachment 1, page 3, slide 5).

He showed a chart that explained LTS operations (Attachment 1, page 5, slide 9). The elements include the remedy, how the remedy is maintained, how its effectiveness is tracked, and the reports that document effectiveness. He said the LUM will assist in how these operations are done.

Mr. Darby turned the program over to Ms. Sims who explained why the LUM is needed. She reviewed the history of land use controls on the ORR from 1991 to present (Attachment 1, page 6, slide 11). By the time of the 2001 Five-year Review it was determined that the process of gathering and reporting stewardship requirements needed to be standardized. At that time the Water Resources Restoration Program (WRRP) developed check sheets for those responsible for ensuring engineering and land use controls. They were to fill out the check sheets and return to WRRP for review and compilation. As time went by and additional areas were remediated more and more check sheets were in use. By 2011 more than 200 check sheets were in use and were being submitted at different times during the year.

In Fall 2011 WRRP met with the ORSSAB Stewardship Committee and explained the data gathering process. The committee drafted a recommendation, which ORSSAB approved, that WRRP determine a way to automate the system. WRRP looked at a tool the Navy uses for its base realignment and closure program (BRAC). WRRP borrowed the tool and made it site specific to Oak Ridge and is now being used for the FY 2013 inspections for the annual Remediation Effectiveness Report (RER).

Ms. Sims said the previous process of tracking and verifying land use and engineering controls involved nine different organizations and having the check sheets filled out by the responsible parties (Attachment 1, page 6, slide 12). The check sheets were completed at different times during the year. WRRP then looked at the sheets to see if everything was in order or if something needed attention. If something needed attention, WRRP would begin a dialogue with the reporting party to ensure proper action was taken. Ms. Sims said the LUM automates that process. The reporting party fills out a check sheet and uploads to LUM. The program assigns a number indicating if something needs attention, and the process begins tracking the action.

The LTS verification also includes administrative land use controls. Ms. Sims that typically involves WRRP looking at check sheets to verify administrative controls are in place (Attachment 1, page 7, slide 13).

More than 50 sites are in the LUM system. It provides site descriptions, inspection notifications, contaminants of concern, and tracks problems and corrective actions (Attachment 1, page 7, slide 14). The LUM will send an email notice to the persons responsible for inspections reminding them when inspections are due. LUM has a query function to find things such as cap and sign controls.

Ms. Sims showed a diagram of the LUM tracking process (Attachment 1, page 8, slide 15). She said the LUM has a geographic information system (GIS) element that field inspectors can use to find elements such as signs and fences.

The advantages of LUM include centralized data storage, standardized data content and reports, easy access in field, paperless or standard inspection templates, accountable record of inspections, and ensures nothing is missed.

LUM can be accessed by the public, but there is also password protected accessibility (Attachment 1, page 9, slide 17) used by the field inspectors. Ms. Sims showed a sample of the publically accessible information (Attachment 1, page 9, slide 18). Users see a map of the ORR. They can

click on a watershed area, which provides a listing of contaminants of concern and the various controls. It includes a link to the most recent RER to see how the controls performed.

Mr. Watson discussed the field implementation of LUM. He said eight to 10 teams are available to record stewardship information. The teams use Panasonic Toughbooks, well-built devices that are weatherproof, can withstand drops up to 6 feet, are resistant to spills and dirt, and are approved by security for use on the ORR, except within areas protected by perimeter intrusion detection assessment systems.

Mr. Watson said the LUM provides inspections forms for each site (an example is shown on page 11 of Attachment 1, slide 22), prompts inspectors schedules, send automatic emails to facility managers, and provides status of site maintenance requests. The site maintenance request is a form in the LUM when something is found that needs attention. Attachment 1, page 12, slide 23 shows a comparison of how an issue was addressed before and after the implementation of LUM. Mr. Watson said prior to using the LUM it could be a few days to a couple of weeks before work was authorized to attend a problem. With LUM the request can be done in the field and sent directly to a facility manager.

Mr. Watson said datativity is the system to be used for monitoring (Attachment 1, page 12, slide 24). Currently there are a number of forms to be filled out for monitoring. LUM will create all of the forms electronically saving thousands of sheets of paper. The system holds historical data that is immediately accessible for current data for comparison.

Attachment 1, page 13, slide 25 lists the benefits of the LUM and the datativity function. Mr. Watson noted that real time monitoring includes access to weather radar. He mentioned an instance where an inspector noticed inclement might be approaching. He accessed the radar function and determined that a massive storm was on the way. He was able to finish his work quickly and leave the area before the storm arrived.

Mr. Watson said the GIS function was particularly useful and much more detailed than earlier paper maps inspectors were using.

He concluded his portion of the presentation showing a comparison of the older notebook version to the new laptop version of recording information (Attachment 1, page 13, slide 26).

After the presentation a number of questions were asked. Following are abridged questions and answers.

Mr. Hatcher – Have you looked at other DOE sites to see what they are doing, such as Hanford and Savannah River, and are they using similar systems? Ms. Sims – Before we went with Mijara, which is what this system is, we did a canvas to see what other people were using, and we determined that what the Department of Defense was using in terms of the BRAC process was best suited for us. BRAC began in the late 1980s or early 90s, so the system was much more developed. They were using it with full sites and it is working.

Mr. Paulus – This is a great system, but you're still dependent on the integrity of inspectors? Mr. Watson – Yes. Mr. Paulus – Are there any checks and balances on the inspectors to verify they are where they say they are? Mr. Watson – LUM time stamps when inspections are made. Mr. Selecman – All inspectors have to be trained. You have to meet the training requirements to receive the administrative key to be able to access they system and be an inspector.

Mr. Hemelright – Is this reporting done in real time or minutes, days? Mr. Watson – It's completely in real time. Mr. Hemelright – What about the monitoring of water flow? Does that have to done

manually or are there devices that can monitor the water flow from an outfall? Mr. Watson – We have devices in the field that do that. Mr. Selecman – The samplers at a well or outfall are using instrumentation to help do the sampling. Field parameters can be tied into the laptop, which automatically gives a read out. When all parameters are read in the datativity section the readout will indicate that a sample can be taken. We're not at that point yet. We're still working on datativity. But information from flow monitors are automatically entered into the spreadsheet, which is in real time.

Ms. Cook – What portions of the datativity are not functioning? Mr. Watson – It's all in the planning stage. We've talked with Mijara about implementing it, but we haven't done any of that yet. Mr. Selecman – Datativity is a strong tool. It has the capability of performing what we're doing with the Project Environmental Management System and the Oak Ridge Environmental Information System now. It's a totally integrated electronic data collection system. What we're going to use datativity for is the electronic notebook field logbook capabilities, the sampling forms, and those types of things. As you know DOE already has a management system that manages its data. As we implement that we'll be able to open more doors and use it to our benefit. Ms. Cook – When do you think it will be functioning? Mr. Selecman – That depends somewhat on EPA. Ms. Jones – I'm glad to see Oak Ridge moving in this direction. Ms. Sims will be coordinating with the private side of Superfund in Atlanta to see what some of the parameters are and getting that set up. EPA's system cannot house the extensive amount of data Oak Ridge has. So there is a separate stand alone system that can collect, correlate, and be able to interpret the data they are providing.

Mr. Hemelright – You mentioned the public accessibility portion of LUM. At other sites I've looked at it could be 30-120 days to get a report. With LUM we're talking about a matter of hours? Ms. Sims – We're in a beta testing phase of that right now. So we're looking for recommendations you would like to see in that phase of it.

Mr. Martin – Could someone explain the job of the facility managers on the reservation? Mr. Selecman – Bechtel Jacobs, Co. started the trend that they needed to have one person and a backup at every facility. They didn't mean just a building as a facility. It could be treatment system or anything. It would be one person that knows all that goes on in that facility. When you have multiple subcontractors coming in doing jobs there are hazards with each of those jobs and the facility manager's primary role is to coordinate all work activities that go on at his or her site to protect workers from different entities that are doing the work. Mr. Martin – Who at DOE is responsible for auditing the LUM? Mr. Selecman – We have annual audits and drop-in audits where they go in and look at the old hard copy of the records to make sure the system is being operated properly. I think those same auditors will go to the LUM, which will be able to provide the information they are looking for. Ms. Sims – We will be doing assessments continually of the system as part of the management program. For instance we do an assessment of a component of the LUM system. Before we purchased the system it went through the information technology group to ensure that it is secure. There were some firewall issues and we had to get Mijara's people in with our people to make sure those details were worked out.

Mr. Martin – Is EPA and TDEC looking at this to see how it will be used and how it will be audited for accuracy? Mr. Owsley – The short answer is yes. The biggest issue for TDEC is who is ultimately responsible for the institutional controls. If it's the facility manager, that needs to be specified in the record of decision. Ms. Jones – This is a new approach we will all have to consider. I agree with Mr. Owsley that since we are improving on the way we're doing the work documents will have to specify how this will be used and who will be ultimately responsible. As we've learned how land use controls and institutional controls would be identified we're learning how we should be monitoring. Mr. Adler – In DOE we have a lot of 'checkers' who check other people's work. The way we structure projects we take a piece of work and build it into a project. In this case it would be LUM. The project manager has responsibility to make sure the project is implemented

properly as close to schedule and on budget as possible. The project manager has access to other personnel and can bring people in as they see fit to ensure the quality of what they're doing. We do have a performance assurance division – they assure quality performance on projects. Ultimately we have the regulators, EPA and TDEC, to assure that what we do we do well.

Ms. Gawarecki – How do you prevent unauthorized access to information once it is in the system? Ms. Sims – The system itself has controls so only certain people can go in and perform certain functions. They can only go where they are authorized to be and change components of it. Ms. Gawarecki – How do you ensure an appropriate level of security? Ms. Sims – It's gone through the information technology department. It has a number of firewalls. We maintain that and look at continually. Ms. Burton – It should be as secure as the Navy system is. It's the same program but it's behind our firewalls.

Ms. Gawarecki – Is there a way of tracking any later changes to the records? Ms. Sims – We know when all of the assessments were made, we know when it was approved and who approved it, we know who went into the system and what they did to the report. It has a complete chain of custody so you can track it. Ms. Gawarecki – How do you back up the data? Is it on the laptop; is it backed up on the laptop during the course of the day? Mr. Selecman – Both systems are stored on the UCOR (DOE Oak Ridge prime cleanup contractor) server so anything entered there is backed up daily.

Mr. Martin – It seems like once information is archived it should be difficult for any one person to go in and change something. But that doesn't seem to be the case. If you have a password you can go in and change archived data. Mr. Selecman – On the datativity side you have to have administrative control to be able to change anything. There is also a quality assurance (QA) feature to that. If an incorrect entry is made in the field and the second person on the machine has a QA sheet and notices that a mistake has been made, any change that you make requires you to enter an explanation for that change. That stays with the record the entire time. Once it's decided the second QA looks good and data for the day is saved into the system, then you have to go back into administrative controls to go back in and change something.

Mr. Jensen – How much did it cost to implement the system? Ms. Sims – It was approximately \$68,000 to have the software put into place. Mr. Jensen – Who got the money? Ms. Sims – That goes to Mijara which developed the same program for the Navy. That's probably a fraction of the cost than if we had started fresh. We simply borrowed it from the Navy and tailored it to be site specific.

### **Committee Reports**

Board Finance & Process – Mr. Paulus reported that ORSSAB ended FY 2012 with a surplus of funds, which will be carried over into the current fiscal year.

The committee spent considerable time discussing the possibility of budget cutbacks for DOE and how that might affect ORSSAB's budget allocation. Mr. Paulus said about 75 percent of ORSSAB's budget is allocated for administrative purposes (operation of the board) and the committee has no control on how that is spent. He said if there was a 10 percent cutback of ORSSAB funds, in effect that would be a 40 percent reduction in discretionary funds for ORSSAB use. He said the committee will work on ORSSAB's budget, excluding the administrative portion.

The committee elected Mr. Paulus, chair, and Mr. Valunas vice chair for FY 2013.

The committee will meet again on Thursday, October 25.

EM – Mr. Hatcher reported that the committee met on September 19 and had a follow-up discussion regarding Dan Goode’s visit to the ORR. Mr. Goode, with the U.S. Geological Survey, is a possible candidate to work with ORSSAB and DOE on better understanding groundwater flow characteristics through fractured rock on the ORR. Mr. Goode might also be involved in some groundwater strategy workshops that DOE is organizing with EPA and TDEC.

The committee did initial work on its FY 2013 work plan and approved a proposed FY 2015 budget request.

Mr. Hatcher and Ms. Cook were elected chair and vice chair of the committee respectively for FY 2013.

The committee will meet on Wednesday, October 17. Mr. Darby will provide information on the proposed siting of a second waste disposal facility on the ORR.

Public Outreach – Mr. McKinney reported that new board members have received orientation training. The committee developed its FY 2013 work plan and incorporated some items as a result of the recent annual planning meeting.

The committee approved its FY 2015 budget request.

Mr. McKinney said the status of the Public Environmental Survey is on hold until a determination is made about how it may be used.

Outreach efforts continue to area public servants and television stations.

The committee will meet on Tuesday, October 23 and will work on its presentation that is given to community groups.

The committee elected Mr. McKinney and Ms. Hart as chair and vice chair respectively.

Stewardship – Ms. Staley said the committee met on September 18 and developed its initial FY 2013 work plan and its budget request for FY 2015.

Ms. Staley and Ms. Martin were re-elected chair and vice chair for FY 2013.

The committee will meet on Tuesday, October 16 and will have a follow-up on this evening’s LUM presentation. The committee will also hear a report on extensive comments provided by the regulators on the FY 2011 Five-year Review. It will also develop a list of questions in preparation for a conference call with DOE Headquarters personnel regarding the Site Transition Summary.

Executive – Mr. Martin told committee members that it was important for the board to have its goals stated in order to have a successful year. He noted that a first draft of the work plan had been done and is being reviewed by the committee and the board’s Deputy Designated Federal Officer Susan Cange.

Mr. Martin said there are two vacancies on the board. Mr. Noe said DOE has contacted two possible candidates to determine if they are still interested in membership. If they are their applications will be forwarded to DOE Headquarters for review. They could receive an interim appointment and then their applications would be submitted again in February as part of an appointment package to fill term-limited seats in 2013.

Ms. Gawarecki asked who was included in the pool of candidates. Ms. Noe said it included everyone who has applied in the last two years, plus new applicants in recent weeks. She said applicants have to be evaluated to determine if they meet appointment criteria. Ms. Noe encouraged members to invite others to apply.

At its September meeting, the committee approved a travel request for Mr. Hemelright to attend the Perma-Fix Conference in Nashville.

Board members have been polled regarding opening the meetings with the pledge of allegiance. Mr. Martin said the results will be tabulated and comments noted.

Mr. Martin said one of the main topics of discussion at the EM SSAB Chairs' meeting was funding for cleanup. He said he believed DOE was doing a good job of planning for cleanup under the uncertainty of funding. The bad news, he said, was that any cuts now could cost additional billions of dollars later and push cleanup schedules out as much as 20 years.

The chairs approved four recommendations that have been sent to the local boards for approval. Staff will send the recommendations to board to review prior to the November meeting.

Mr. Martin asked for comments from the members who attended the chairs' meeting. Mr. Paulus thought it would be helpful, for perspective, for ORSSAB to get a presentation on what the other sites are doing regarding cleanup and how budget is being allocated to them. Mr. Hemelright agreed with Mr. Paulus' suggestion.

Ms. Martin asked about previous discussions about having food at the board meetings. Mr. Hemelright said it was discussed but because of logistical problems it was determined not to be feasible.

#### **Announcements and Other Board Business**

ORSSAB will have its next meeting on Wednesday, November 14 at 6 p.m. at the DOE Information Center.

The minutes of the September 12, 2012, meeting were approved.  
The Recommendation on Availability of DOE Environmental Management Documents was approved (Attachment 2).

#### **Federal Coordinator Report**

No report.

#### **Additions to the Agenda**

None.

#### **Motions**

##### **10/10/12.1**

Mr. Jensen moved to approve the minutes of the September 12, 2012, meeting. Mr. Paulus seconded and the motion passed **unanimously**.

##### **10/10/12.2**

Mr. Hatcher moved to approve the Recommendation on Availability of DOE Environmental Management Documents. Mr. Hemelright seconded and the motion passed **unanimously**.

The meeting adjourned at 8:00 p.m.

**Action Items**

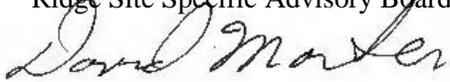
*Open*

1. Staff will forward the email link to TDEC's annual status report to board members.
2. Staff will forward recommendations from the Fall Chairs' meeting to board members for review.

*Closed*

Attachments (2) to these minutes are available on request from the ORSSAB support office.

I certify that these minutes are an accurate account of the October 10, 2012, meeting of the Oak Ridge Site Specific Advisory Board.



David Martin, Chair  
Oak Ridge Site Specific Advisory Board  
DM/rsg

November 15, 2012