

OAK RIDGE SITE SPECIFIC ADVISORY BOARD



FY 2009 WORK PLAN

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September 30, 2008
Date

Steve Dixon, Chair
Oak Ridge Site Specific Advisory Board

September 26, 2008
Date

INTRODUCTION

The Oak Ridge Site Specific Advisory Board (ORSSAB) is a federally appointed citizens' panel that provides advice and recommendations to the U.S. Department of Energy–Oak Ridge Operations (DOE-ORO) on its Oak Ridge Environmental Management (EM) Program. The group was formed in 1995 and is chartered under the EM SSAB Federal Advisory Committee Act Charter. The Board's mission statement is as follows:

The mission of the EM SSAB at Oak Ridge, Tennessee, is to provide meaningful opportunities for collaborative dialogue among the diverse multicultural communities surrounding the Oak Ridge Reservation, EM, and DOE-ORO. The Board is chartered under the EM SSAB charter. At the request of the Assistant Secretary, the ORO Manager, or the ORO Assistant Manager for EM, the Board may provide informed advice and recommendations concerning the following EM site-specific issues: 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. The Board may also be asked to provide advice and recommendations on any other EM project or issue. The Board ensures early, ongoing community access to information (and its interpretation and implications) and dialogue that improves the quality of the decision-making process of EM and ORO.

The Board is composed of up to 20 members, chosen by an independent screening panel to reflect the diversity of gender, race, occupation, views, and interests of persons living near the ORR. Members are appointed by DOE and serve on a voluntary basis, without compensation. The Board currently consists of members from five counties: Anderson, Blount, Knox, Loudon, and Roane. Non-voting members include representatives from DOE-ORO, the U.S. Environmental Protection Agency (EPA) Region 4, and the Tennessee Department of Environment and Conservation (TDEC). These members advise the Board on their agency's policies and views. Two non-voting student participants also serve on the Board to represent the viewpoints and concerns of area youth. The student representatives for FY 2009 are from Oak Ridge High School and Roane County High School.

The Board meets monthly to hear presentations by persons working on relevant environmental management topics, listen to and discuss input from citizens, consider recommendations developed by the various ORSSAB committees, and perform other business. The Board strives for consensus in reaching decisions and conducts business under a set of bylaws, standing rules, and special rules of order, which incorporate the principles of *Robert's Rules of Order*.

FY 2009 ORGANIZATION

ORSSAB generally works to achieve its mission through its committee structure, and each year the Board holds a planning retreat to determine how best to address its mission and what its committee structure should be. This year's retreat was held August 9, 2008, at

Whitestone Country Inn near Kingston, Tenn. A summary of the retreat is available on ORSSAB website (<http://www.oakridge.doe.gov/em/ssab/>).

The FY 2009 organizational structure is shown in Figure 1. It includes an Executive Committee, four standing committees (Board Finance & Process, Environmental Management, Public Outreach, and Stewardship), and two subcommittees (Stewardship Education and Stewardship Video). As allowed by ORSSAB Bylaws, other committees may be formed as needed during the year to address specific issues.

Figure 1. FY 2009 organizational structure.



Each ORSSAB standing committee creates its own work plan to guide its activities during the year. Suggestions for committee work plan topics were provided prior to the retreat by DOE, TDEC, EPA, ORSSAB members, and stakeholders (via the Board’s “Stakeholder Survey”). Selection of final work plan topics was made at the retreat by the Board membership. Topics were then incorporated into draft committee work plans, along with information on issue managers, timelines, expected output, and status. These work plans, which are “living documents” to be updated continually as the Board year progresses, are provided in the following pages.

**Board Finance & Process Committee
FY 2009 Work Plan**

The mission of the ORSSAB Board Finance & Process Committee is to:

- Maintain overall responsibility for funding prioritization and control for the board. With the approval of the Executive Committee and in accordance with ORSSAB Bylaws, the Board Finance & Process Committee sets budget targets for each type of expenditure, proposes general budget guidance, determines funding availability for travel requests, and reviews monthly cost reports.
- Serve as the board’s forum for initial discussion on issues involving the ORSSAB Bylaws, the ORSSAB Operating Procedures, retreat planning, and preparation of the board’s annual work plan.
- Review and provide input to the Executive Committee and the board on DOE’s Environmental Management Program FY +2 budget and prioritization.

Month	Issue and Activities	Expected Output	Status
October	<ul style="list-style-type: none"> ▪ Review monthly expenditures ▪ Review ‘08 carryover and ‘09 ORSSAB budget allocation from DOE ▪ Review new costs table format that identifies carryover funds ▪ Designate an issue manager for the November Quarterly Progress Report presentation 	<ul style="list-style-type: none"> ▪ Completed expenditures review ▪ Draft allocation of ‘09 funding among expense categories for Executive Committee approval ▪ Approved costs table format ▪ QPR issue manager 	<ul style="list-style-type: none"> ▪ Expenditures review completed ▪ Review of allocation of ‘09 funding among expense categories completed ▪ New costs table format was approved ▪ QPR issue postponed pending its release by DOE
November	<ul style="list-style-type: none"> ▪ Review monthly expenditures ▪ Discuss ‘10 budget requirements; review process for developing ‘10 committee budgets; request that they submit their budget proposals ▪ Briefing on Quarterly Progress Reports: what they are and how to read them ▪ Screen current QPR to determine items for presentation at the December board meeting 	<ul style="list-style-type: none"> ▪ Completed expenditures review ▪ Completed reviews of ‘10 budget requirements and process for developing ‘10 committee budgets ▪ List of QPR items 	<ul style="list-style-type: none"> ▪ Expenditures review was completed ▪ Review of ORSSAB FY 2010 budget request process was completed ▪ QPR issue was postponed pending release of QPR information by DOE
December	Meeting canceled		
January	<ul style="list-style-type: none"> ▪ Review monthly expenditures ▪ Finalize ‘10 ORSSAB budget request 	<ul style="list-style-type: none"> ▪ Completed expenditures review ▪ ORSSAB ‘10 budget request 	<ul style="list-style-type: none"> ▪ Expenditures review was completed ▪ ORSSAB FY 2010 budget request was approved

Month	Issue and Activities	Expected Output	Status
February	<ul style="list-style-type: none"> ▪ Review monthly expenditures ▪ Review government estimate of ORSSAB '10 budget request 	<ul style="list-style-type: none"> ▪ Completed expenditures review ▪ Completed review of government estimate of ORSSAB '10 budget request 	<ul style="list-style-type: none"> ▪ Expenditures review was completed ▪ Government estimate of ORSSAB '10 budget request was reviewed ▪ Chairs meeting issues were generated
March	<ul style="list-style-type: none"> ▪ Monthly expenditures ▪ Revised government estimate of ORSSAB '10 budget request ▪ Evaluation of DOE response to request for access to the Quarterly Project Reviews 	<ul style="list-style-type: none"> ▪ Completed review of expenditures and ORSSAB '10 budget request ▪ Decision on DOE response to request for access to the Quarterly Project Reviews 	<ul style="list-style-type: none"> ▪ Reviews of QPR response, expenditures, and ORSSAB '10 budget request were completed ▪ Executive Committee will be consulted on QPR response
April	<ul style="list-style-type: none"> ▪ Monthly expenditures 	<ul style="list-style-type: none"> ▪ Completed expenditures review 	<ul style="list-style-type: none"> ▪ Expenditure review was completed
May	<ul style="list-style-type: none"> ▪ Monthly expenditures ▪ Request for additional FY 2010 funding for Stew. Ed. Subcmte. ▪ Travel request ▪ QPR recommendation ▪ Headquarters FY 2011 EM Program budget guidance ▪ 	<ul style="list-style-type: none"> ▪ Completed expenditures review ▪ Decision on FY 2010 funding request and travel request ▪ Approval of QPR recommendation ▪ Briefing on budget guidance 	<ul style="list-style-type: none"> ▪ Expenditure review was completed ▪ Concurrence made on funding and travel requests, and QPR recommendation ▪ FY 2011 EM budget calendar distributed
June	<ul style="list-style-type: none"> ▪ Monthly expenditures ▪ Projected board costs for the remainder of the fiscal year ▪ FY 2010 ORSSAB budget 	<ul style="list-style-type: none"> ▪ Completed expenditures review ▪ Completed review of projected board costs for the remainder of the fiscal year ▪ Update on FY '10 ORSSAB budget 	<ul style="list-style-type: none"> ▪
July	<ul style="list-style-type: none"> ▪ Review monthly expenditures ▪ Review FY 2009 committee accomplishments 	<ul style="list-style-type: none"> ▪ Completed expenditures review ▪ List of FY 2009 committee accomplishments 	
August	<ul style="list-style-type: none"> ▪ Monthly expenditures 	<ul style="list-style-type: none"> ▪ Completed expenditures review 	

Month	Issue and Activities	Expected Output	Status
September	<ul style="list-style-type: none"> ▪ Review monthly expenditures ▪ Election of '10 officers ▪ FY 2010 committee work plan 	<ul style="list-style-type: none"> ▪ Completed expenditures review ▪ FY 2010 officers ▪ Completed FY 2010 committee work plan 	<ul style="list-style-type: none"> ▪

EM BUDGET & PRIORITIZATION ACTIVITIES

Issue Manager: Betty Jones

Month	Issue and Activities	Expected Output	Status
October	<ul style="list-style-type: none"> ▪ Meet with Tammy Blain and Dave Adler to discuss the October board meeting presentation on project baseline summaries and the budget formulation process ▪ Also discuss DOE's response to the ORSSAB recommendation on the FY 2010 EM budget submittal 	<ul style="list-style-type: none"> ▪ Follow up actions on October board meeting presentation ▪ Follow up on the ORSSAB FY 2010 EM budget recommendation 	<ul style="list-style-type: none"> ▪ No action required on October presentation ▪ Pat Halsey responded to the eight points of the board's recommendation
November	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪
December	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪
January	<ul style="list-style-type: none"> ▪ Begin planning for the March 11 public meeting on EM budget & prioritization ▪ Discuss the two project spreadsheets (current baseline spreadsheet and the IFDP/FFA spreadsheet) 	<ul style="list-style-type: none"> ▪ Path forward 	<ul style="list-style-type: none"> ▪ Discussion postponed
February	<ul style="list-style-type: none"> ▪ Review '09 - '14 five-year plans and President's '10 budget 	<ul style="list-style-type: none"> ▪ Path forward on development of a recommendation on the DOE-ORO FY 2011 budget request 	<ul style="list-style-type: none"> ▪ A presentation to the board will be made on 3/11/09; the EM committee will invite all board members to the committee's 3/18/09 meeting to discuss the budget
March	<ul style="list-style-type: none"> ▪ Develop recommendation for submittal to board at April meeting 	<ul style="list-style-type: none"> ▪ Approved recommendation 	<ul style="list-style-type: none"> ▪ Recommendation was reviewed and sent to Executive Committee for concurrence
April	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪
May	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪
June	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪

Month	Issue and Activities	Expected Output	Status
July	▪	▪	▪
August	▪	▪	
September	▪	▪	▪

RETREAT PLANNING ACTIVITIES

Issue Manager: Maggie Owen

Month	Issue and Activities	Expected Output	Status
October	▪ Follow-up retreat survey regarding member expectations and retreat materials	▪ Survey results	▪ Survey results distributed to committee
November	▪	▪	▪
December	▪	▪	▪
January	▪	▪	▪
February	▪ Evaluate potential retreat locations	▪ List of potential locations	▪ Whitestone unavailable ▪ Other locations to be evaluated
March	▪ Retreat format, location, and date	▪ Decision on one or two-day retreat ▪ Evaluate potential retreat locations ▪ Determine date	▪ Decision made to hold a one-day retreat at RT Lodge in Maryville on August 29 ▪ Some pre-retreat activities will be done at the August 12 board meeting
April	▪	▪	▪
May	▪ Actions of FY 2008 retreat ▪ Evaluation of 2008 retreat	▪ Evaluation of 2008 retreat	▪ Evaluation material distributed
June	▪ Facilitation ▪ Agenda development ▪ Member survey questions ▪ Letters to DOE, TDEC & EPA ▪ Member questionnaire	▪ Decision on facilitator ▪ Second draft of agenda ▪ Path forward for survey questions ▪ Approved letters ▪ First draft of questionnaire	▪
July	▪ Materials to be included in retreat packet ▪ Review member questionnaire results ▪ Menu	▪ Review of materials to be included in retreat packet ▪ Decision on which results to focus on at the retreat ▪ Decision on menu	▪

Month	Issue and Activities	Expected Output	Status
August	<ul style="list-style-type: none"> ▪ Final planning 	<ul style="list-style-type: none"> ▪ Final plans 	<ul style="list-style-type: none"> ▪
September	<ul style="list-style-type: none"> ▪ Evaluate retreat ▪ Review the draft '10 ORSSAB work plan prior to presentation at the October board meeting 	<ul style="list-style-type: none"> ▪ Evaluation ▪ Approved draft '10 ORSSAB work plan 	<ul style="list-style-type: none"> ▪

**Environmental Management Committee
FY 2009 Work Plan**

Environmental Management Committee Mission Statement

The mission of this committee is to evaluate and make recommendations on DOE's planning and implementation of ORR environmental restoration project and on treatment, storage, disposal and transportation of wastes and materials for which the EM Program is responsible. The committee will facilitate public participation in providing feedback to DOE on these decisions and consider health and safety, environmental justice and DOE complex-wide concerns related to its mission topics.

Month	Issue Manager	Issue/Activities	Expected Output	Status
Oct. 15	ORSSAB – Ron Murphree, 637-1925, work 573-6306, home Murphree@denark.com DOE – Dave Adler, 576-4094 adlerdg@oro.doe.gov BJC – John Kubarewicz, 241-3844 3jn@bjc.llc.org EPA – Jeff Crane, (404) 562-8546, Crane.Jeff@epamail.epa.gov	Treatability study for ETPP sitewide decision Develop statement of work for technical advisor for Bear Creek Burial Grounds RIFS and Proposed Plan	Possible recommendation	Presentation made. No discussion of a recommendation. Bob Olson, Betty Jones, and Darryl Bonner were assigned to develop the scope of work. Complete.

Month	Issue Manager	Issue/Activities	Expected Output	Status
Nov. 19	<p>ORSSAB – John Coffman, 220-0046, work 457-6344, home jcoffman@denuke.com</p> <p>Maggie Owen, AIM 241-3523 work, 483-0007, home maggieowen@comcast.net mowen@segradcon.com</p>	<p>Integrated Facility Disposition Project/ Re-sequencing of EM cleanup plans</p>	<p>Information update/possible recommendation</p>	<p>Presentation made. Committee took no action to offer comments or recommendation at this time. The board hosted a public meeting on IFDP February 12. (Major modification to the Federal Facility Agreement)</p> <p>Committee decided no action was needed at this time.</p>
	<p>DOE – Dave Adler, 576-4094 adlerdg@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p>	<p>Review presentation made to the board by Vince Adams, DOE director of the Office of Groundwater and Soil Remediation.</p>	<p>Possible recommendation or comments.</p>	
Dec. 17	<p>ORSSAB – Clair Campbell, 483-8140, Campbellca@comcast.net and Miranda Clower, 376-3436, Christianlmlc@aol.com, co-issue managers. Tim Myrick, 945-1275, myrickte@comcast.net, assistant issue manager (AIM)</p>	<p>K-25 update/ETTP ponds remediation.</p>	<p>Information update/possible recommendation.</p>	<p>Presentations provided. No recommendations needed. Committee to receive another update in June.</p> <p>Budget request completed.</p>
	<p>DOE – Dave Adler, 576-4094 adlerdg@oro.doe.gov</p> <p>BJC – Russ Vranicar (contact for presenter), 740-897-5511, vranicarR@oro.doe.gov</p> <p>EPA –</p>	<p>Develop FY 2010 committee budget.</p>	<p>Perma-Fix Mixed Waste Treatment Forum December 15-18 Nashville, TN</p>	

Month	Issue Manager	Issue/Activities	Expected Output	Status
Jan. 21	<p>ORSSAB – Gloria Mei, 574-0188, work 482-3798, home meigt@ornl.gov</p> <p>DOE – Gary Riner, 241-3498, RinerGL@oro.doe.gov Dave Adler, 576-4094 adlerdg@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p>	Building 3019 update	Possible recommendation	Update on activities. No action taken by committee
Joint meeting with Stewardship Feb. 17	<p>ORSSAB – John Coffman, EM contact for joint meeting Sondra Sarten, Stewardship issue manager</p> <p>DOE – Dave Adler, 576-4094 adlerdg@oro.doe.gov</p> <p>Jason Darby, 241-6343 darbyjd@oro.doe.gov</p> <p>TDEC – John Owsley, tentative 481-0995 John.owsley@state.tn.us</p> <p>BJC –</p> <p>EPA –</p>	Groundwater exit pathways.	Possible recommendation	<p>Presentation provided by Dave Adler and John Owsley.</p> <p>No recommendation is forthcoming.</p> <p>Updates will be provided periodically as more information is gathered.</p>

Month	Issue Manager	Issue/Activities	Expected Output	Status
March 18	<p>ORSSAB – Norman Mulvenon, 482-3153, Mulvenon@juno.com</p> <p>DOE – Dave Adler, 576-4094 adlerdg@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p> <p>DOE – Dave Adler, 576-4094 adlerdg@oro.doe.gov</p>	FY 2011 Budget discussion	Possible recommendation	Committee felt no recommendation could be made without more details on available budget.
		<p>Possible comments on FFA Major Modification</p> <p>Safety update</p> <p>Action memorandum on Building 3026 demolition</p>	<p>Waste Management Symposium March 1-5, 2009 Phoenix, Ariz.</p>	<p>Ron Murphree sent a letter supporting the modification, March 27.</p> <p>The committee decided to dispense with quarterly updates and only request information if an incident occurs.</p> <p>Information provided by Dave Adler.</p>
April 15	<p>ORSSAB – Maggie Owen, 241-3526, work 483-0007, home maggieowen@comcast.net mowen@segradcon.com</p> <p>DOE – Dave Adler, 576-4094 adlerdg@oro.doe.gov John Michael Japp, 241-6344, jappjm@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p>	Expansion of EMWMF/ discussion of sorting and segregating.	Possible recommendation Information requested on the ESD for EMWMF Leachate Management and status of underdrain.	<p>Lance Mezga and Bob Olson will draft a recommendation encouraging DOE to move forward with work to expand or build a new waste facility and encourage contractors to sort, segregate, volume reduce waste. Presented a May meeting. Additional</p> <p>TDEC Solid and Hazardous Waste Management Conf. d. April 29-May 1, 2009 Gatlingburg, TN</p>

Month	Issue Manager	Issue/Activities	Expected Output	Status
May 20	<p>Bob Olson, 220-5186 Olson.bob2@comcast.net</p> <p>Betty Jones, AIM 241-4459, work 482-2162, home</p> <p>BJC – Dick Ketelle, 574-5762 ketellerh@ornl.gov</p> <p>DOE – Dave Adler, 576-4094 adlerdg@oro.doe.gov</p> <p>DOE – Dave Adler, 576-4094 adlerdg@oro.doe.gov</p> <p>EPA –</p>	<p>Bear Creek Burial Grounds remedial investigation/feasibility study.</p> <p>Stability of materials buried in Bear Creek Burial Grounds and the long term fate of the material.</p> <p>Report on a suggested deep hydrofracture monitoring well in Melton Valley</p> <p>Update on remediation of Trench 13 in Melton Valley</p>	<p>Possible recommendation</p> <p>Possible recommendation.</p>	<p>Cancelled. TDEC has suspended reviewing documents until resolution of issues with institutional controls.</p> <p>Moved to June</p> <p>Presentation given. No recommendation at this time. Committee will review RIFS for final Melton Valley (several years out)</p> <p>Dave Adler provided update on Trench remediation. DOE has made a case to TDEC for leaving waste in place.</p>
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> <p>International Thermal Treatment Technologies Conf. May 18-19, 2009 Cincinnati, Ohio</p> </div>				

Month	Issue Manager	Issue/Activities	Expected Output	Status
June 17	<p>Bob Olson, 220-5186 Olson.bob2@comcast.net</p> <p>Betty Jones, AIM 241-4459, work 482-2162, home</p> <p>ORSSAB – Kerry Trammell, 482-7698, ket@esper.com</p> <p>DOE – Dave Adler, 576-4094, adlerdg@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p>	<p>Stability of materials buried in Bear Creek Burial Grounds and the long-term fate of the material.</p> <p>Sodium disposition at ETTP and no pathway for legacy waste.</p> <p>Update on D&D activities and pond remediation at ETTP (no issue manager assigned at this time).</p>	<p>Possible recommendation</p> <p>Update on progress of activities.</p>	<p>Moved from April</p> <p>Postponed</p>
July 15	<p>ORSSAB – Lance Mezga</p> <p>DOE – Russ Vranicar (contact for presenter), 740-897-5511, vranicarR@oro.doe.gov</p> <p>BJC – Joy Sager, 574-9157, sagerjl@oro.doe.gov</p> <p>EPA –</p> <p>DOE – Dave Adler, 576-4094 adlerdg@oro.doe.gov</p>	<p>Closure of Toxic Substances Control Act Incinerator</p> <p>Safety update</p>		<p>Removed from work plan at March meeting</p>

Month	Issue Manager	Issue/Activities	Expected Output	Status
Aug. 19	ORSSAB – Gloria Mei, 574-0188, work 482-3798, home meigt@ornl.gov DOE – Bill McMillan, 865-241-6426, mcmillanwg@oro.doe.gov BJC – EPA –	Transuranic Waste Processing Center Update Review FY 2009 accomplishments	Status update of processing and shipping contact-handled and remote-handled transuranic waste to New Mexico	
Sept. 16	ORSSAB – DOE – BJC – EPA –	Update on D&D activities and pond remediation at ETTP (no issue manager assigned at this time). Develop FY 2010 work plan	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> RAD Waste Summit Las Vegas, NV Sept. 8-11 </div>	

Potential Topics

Issue Manager	Issue/Activities
ORSSAB – DOE – BJC – EPA –	

**Environmental Management Committee
FY 2009 Work Plan (continued)**

Ongoing Topics

Issue Manager	Issue/Activities
ORSSAB – DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov BJC – EPA –	Safety updates (quarterly) Removed from work plan at March meeting. Committee will request information if an incident occurs.

FY 2009

Public Outreach Committee Work Plan

The goal of the ORSSAB Public Outreach Committee is to implement the Board's mission to reflect the concerns of the communities impacted by environmental management of the Oak Ridge Reservation and serve as a communication link between the public and DOE. The Public Outreach Committee will achieve this goal by advertising ORSSAB activities in a variety of publications and media; making presentations to local organizations, schools, and elected officials; and promoting awareness about ORSSAB through special events, exhibits, and other activities.

Month	Events and Activities	Expected Output	Status
Oct. 21	<ul style="list-style-type: none"> ▪ Planning calendar ▪ FY 2008 annual report plan and schedule ▪ Library list of community organizations ▪ Revisions to the outreach PowerPoint presentation 	<ul style="list-style-type: none"> ▪ Calendar review ▪ Approved annual report plan and schedule ▪ Decision on organizations to make presentations to ▪ Approved revisions to the outreach presentation 	<ul style="list-style-type: none"> ▪ Calendar review completed ▪ Comments on annual report format due Oct. 27 ▪ Twelve organizations and individuals targeted for presentations ▪ Revisions made to outreach presentation
Nov. 25	<i>Meeting was canceled; the following issues were worked by email: review of the FY 2008 annual report and Advocate editorial plan</i>		
Dec. 18	<ul style="list-style-type: none"> ▪ Planning calendar ▪ Stakeholder Survey ▪ FY 2010 committee budget request 	<ul style="list-style-type: none"> ▪ Calendar review ▪ Path forward on survey ▪ Final budget request 	<ul style="list-style-type: none"> ▪ Calendar review completed ▪ Survey added to Jan. agenda ▪ Budget request completed
Jan. 28	<ul style="list-style-type: none"> ▪ Planning calendar ▪ Stakeholder Survey ▪ Meeting with the East Tennessee state congressional delegation ▪ Transition team letter 	<ul style="list-style-type: none"> ▪ Calendar review ▪ Revised survey ▪ Decision on delegation meeting ▪ Path forward on transition team letter news release 	<ul style="list-style-type: none"> ▪ Calendar review completed ▪ Survey questions being updated by K. Westervelt ▪ Delegation meeting discussion postponed ▪ Staff will prepare a news release on the transition team letter

Month	Events and Activities	Expected Output	Status
Feb. 24	<ul style="list-style-type: none"> ▪ Planning calendar ▪ Review April Advocate editorial plan & schedule ▪ Discuss participation in Oak Ridge Earth Day ▪ Generate chairs meeting topics ▪ Stakeholder Survey 	<ul style="list-style-type: none"> ▪ Calendar review ▪ Completed editorial plan & schedule ▪ Path forward on Earth Day ▪ Chairs meeting topics ▪ Revised survey 	<ul style="list-style-type: none"> ▪ Committee will pursue an op-ed piece in the Oak Ridge Observer, a meeting with the Clinton Courier ▪ Editorial plan was approved ▪ Earth Day participation was approved ▪ Chairs meeting topics were generated ▪ Stakeholder Survey questions were revised
Mar. 24	<ul style="list-style-type: none"> ▪ Planning calendar ▪ Planning for Oak Ridge Earth Day booth ▪ Review op-ed piece for the Observer ▪ Stakeholder Survey 	<ul style="list-style-type: none"> ▪ Calendar review ▪ Path forward on Earth Day ▪ Approved op-ed piece ▪ Revised survey 	<ul style="list-style-type: none"> ▪ Calendar review completed ▪ Email soliciting Earth Day volunteers will be sent out ▪ Op-ed piece postponed ▪ Stakeholder Survey questions were discussed
Apr. 21	<ul style="list-style-type: none"> ▪ Planning calendar ▪ Secret City Festival ▪ Stakeholder Survey content and distribution ▪ <i>Observer</i> Op-ed piece ▪ AMSE upgrades 	<ul style="list-style-type: none"> ▪ Calendar review ▪ Path forward on Secret City Festival participation ▪ Final survey and decision on new distribution methods ▪ Approved op-ed piece ▪ Path forward on AMSE upgrades 	<ul style="list-style-type: none"> ▪ Calendar review completed ▪ Committee decided to participate in Secret City on Saturday only ▪ Op-ed piece postponed ▪ Stakeholder Survey distribution strategy postponed until May ▪ Staff will begin work on AMSE upgrade concepts
May 26	<ul style="list-style-type: none"> ▪ Meet with <i>Roane County News</i> editor ▪ Planning calendar ▪ Review July Advocate editorial plan & schedule ▪ Stakeholder Survey distribution strategy ▪ Museum updates 	<ul style="list-style-type: none"> ▪ Info exchange with editor ▪ Calendar review ▪ Completed editorial plan & schedule ▪ New ideas for distributing survey ▪ Path forward on museum updates 	<ul style="list-style-type: none"> ▪ Meeting completed ▪ Calendar, museum, and Stakeholder Survey distribution strategy postponed until June ▪ Advocate editorial plan approved
June	<ul style="list-style-type: none"> ▪ Planning calendar 	<ul style="list-style-type: none"> ▪ Calendar review ▪ 	<ul style="list-style-type: none"> ▪

Month	Events and Activities	Expected Output	Status
July	<ul style="list-style-type: none"> ▪ Planning calendar ▪ Stakeholder Survey results analysis ▪ Issues for chairs meeting ▪ Quarterly newspaper guest editorial (publish in Aug.) ▪ Review FY 2009 accomplishments 	<ul style="list-style-type: none"> ▪ Calendar review ▪ Completed analysis ▪ List of chairs meeting issues ▪ Path forward for publishing the August newspaper guest editorial ▪ List of FY 2009 accomplishments 	▪
Aug.	<ul style="list-style-type: none"> ▪ Planning calendar ▪ Review October Advocate editorial plan & schedule 	<ul style="list-style-type: none"> ▪ Calendar review ▪ Completed editorial plan & schedule 	▪
Sept.	<ul style="list-style-type: none"> ▪ Planning calendar ▪ Election of FY 2010 officers ▪ FY 2010 work plan 	<ul style="list-style-type: none"> ▪ Calendar review ▪ Slate of officers ▪ Development of FY 2010 work plan 	▪

POTENTIAL ACTIVITIES:

- Revise the Stakeholder Survey
- Updates for the museum exhibit
- Inviting the editor of the *Oak Ridger* or one of his reporters to join the Public Outreach Committee

CARRYOVER/ONGOING ACTIVITIES:

- Publish Advocate newsletters, the annual report, and monthly newspaper ads
- Coordinate ORSSAB participation in outreach presentations, briefings, and special events

**Stewardship Committee
FY 2009 Work Plan**

Stewardship Mission Statement

The goal of the committee is to serve as a forum for discussion of topics relevant to the long-term stewardship of the Oak Ridge Reservation and to act as a liaison between DOE and the community at large.

Month	Issue Manager	Issue/Activities	Expected Output	Status
Oct. 21	ORSSAB – David Martin, 617-0501 dmartin@ieee.org Sondra Sarten, AIM 986-2341 home 988-4001, work bsarten@charter.net DOE – Jason Darby, 241-6343, darbyjd@oro.doe.gov BJC – Sid Garland, 574-8581 qsg@bechteljacobs.org EPA –	Presentation overview on Applicable or Relevant, and Appropriate Requirements (ARARs).	Background to address issue of ARAR follow up suggested by TDEC	Presentation made by Sid Garland as background for November discussion with TDEC

Month	Issue Manager	Issue/Activities	Expected Output	Status
Nov. 18	<p>ORSSAB – David Martin, 617-0501 dmartin@ieee.org</p> <p>Sondra Sarten, AIM 986-2341 home 988-4001, work bsarten@charter.net</p> <p>DOE – Jason Darby, 241-6343 darbyjd@oro.doe.gov</p> <p>TDEC – John Owsley, 481-0995 John.owsley@state.tn.us</p> <p>BJC –</p> <p>EPA –</p> <p>ORSSAB – Darryl Bonner, 481-8160, home 241-2587, work</p>	<p>TDEC follow-up on ARARs overview. Presentation from TDEC on what it expects from ORSSAB in monitoring ARARs.</p> <div style="border: 1px solid black; padding: 5px; text-align: center;"> <p>Intergovernmental Conference Snowbird, Utah Nov. 12-14</p> </div> <p>Review draft recommendation on Vasquez presentation on National Historic Preservation Act</p> <p>Review minority opinion on recommendation to preserve K-25.</p>	<p>Detailed direction from TDEC regarding what board can provide in monitoring ARARs.</p> <p>Possible recommendation</p> <p>Possible recommendation</p>	<p>Presentation made. Committee will discuss what actions to take.</p> <p>Committee approved draft recommendation without revision. Recommendation forwarded to Executive Committee. Final recommendation passed at March board meeting</p> <p>Committee deferred taking action until it heard new options proposed by PKP to memorialize K-25.</p>
	<p>ORSSAB – Sondra Sarten, 986-2341 home 988-4001, work bsarten@charter.net</p> <p>DOE –</p> <p>BJC –</p> <p>EPA –</p>	<p>Presentation on K-25 Preservation Options – Bill Wilcox</p> <p>Develop FY 2010 committee budget request.</p>	<p>Possible recommendation</p>	<p>Presentation provided. Presentation to be provided to authors of minority opinion on K-25 North Tower preservation.</p> <p>Budget request developed.</p>

Month	Issue Manager	Issue/Activities	Expected Output	Status
Jan. 20	<p>ORSSAB – David Martin, 617-0501 dmartin@ieee.org</p> <p>DOE – Ralph Skinner, 576-7403 skinnerrm@oro.doe.gov</p> <p>ORSSAB – David Martin, 617-0501 dmartin@ieee.org</p> <p>ORSSAB – Lorene Sigal, 482-4125, lagis@comcast.net and Norman Mulvenon, 482-3153, Mulvenon@juno.com</p> <p>BJC –</p> <p>EPA –</p>	<p>Update on status of filing of land record notices in Roane County.</p> <p>Discuss committee action on assisting TDEC in monitoring ARARs</p> <p>Update on the role of the city in Stewardship</p>	<p>Determine if filings in Roane County are being done as expected, similar to those in Anderson Co.</p> <p>Possible recommendation or plan of action.</p>	<p>Presentation provided by Sharon Brackett, Roane County Register of Deeds. No action taken by committee</p> <p>Postponed to June</p> <p>Update provided by Norman Mulvenon. No change in city's position on stewardship.</p>
Joint meeting with EM Feb. 17	<p>ORSSAB – Sondra Sarten, (tentative) 986-2341 home 988-4001, work bsarten@charter.net John Coffman, EM contact for joint meeting</p> <p>DOE – Jason Darby, 241-6343 darbyjd@oro.doe.gov</p> <p>Dave Adler, 576-4094 adlerdg@oro.doe.gov</p> <p>TDEC – John Owsley, tentative 481-0995 John.owsley@state.tn.us</p> <p>BJC –</p>	<p>Groundwater exit pathways/joint meeting with Environmental Management</p>	<p>Possible recommendation.</p>	<p>Presentation provided by Dave Adler and John Owsley.</p> <p>No recommendation is forthcoming.</p> <p>Updates will be provided periodically as more information is gathered.</p>

Month	Issue Manager	Issue/Activities	Expected Output	Status
March 17	<p>DOE – Pat Halsey, 576-4025 halseypj@oro.doe.gov</p> <p>ORSSAB – Norman Mulvenon, 482-3153 Mulvenon@juno.com</p> <p>DOE – Jason Darby, 241-6343 darbyjd@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p>	<p>Teleconference with Vince Adams</p> <p>Update on the LTS directive</p>	<p>Guidance on what Mr. Adams can present to the full board.</p>	<p>Meeting Cancelled</p>
April 21	<p>ORSSAB – Norman Mulvenon, 482-3153 Mulvenon@juno.com</p> <p>DOE –</p> <p>BJC – Lynn Sims, 241-1158 simslm@bechteljacobs.org</p> <p>TDEC –</p> <p>ORSSAB – Darryl Bonner, 481-8160, home 241-2587, work</p> <p>DOE – Pat Halsey, 576-4025, halseypj@oro.doe.gov</p>	<p>Report on 2008 RER</p> <p>Discussion of stewardship training/workshop</p>	<p>Report provided</p> <p>Committee briefed on having a stewardship workshop probably in October and a board training session most likely in September.</p>	<p>Committee members will supply any comments on the RER to staff for compilation. Comments due June 29</p> <p>Stewardship workshop subcommittee is working details and will provide more information at the May meeting.</p>

Month	Issue Manager	Issue/Activities	Expected Output	Status
May 19	<p>ORSSAB – Darryl Bonner, 481-8160, home 241-2587, work bonnerdc@bechteljacobs.org</p> <p>DOE – Pat Halsey, 576-4025, halseypj@oro.doe.gov</p> <p>BJC – Sid Garland, 574-8581, QSG@bechteljacobs.org</p> <p>TDEC</p> <p>EPA –</p>	<p>Bear Creek Valley Burial ground focused feasibility study and proposed plan.</p>	<p>Possible recommendations on focused feasibility study and proposed plan.</p>	<p>Cancelled. TDEC has suspended reviewing documents until issues with institutional controls are solved.</p>
		<p>Update on Stewardship Workshop and board training on stewardship</p>	<p>Stewardship workshop and board training on stewardship</p>	<p>Committee updated on plans for workshop.</p>
		<p>Review status of Stewardship Implementation Plan</p>	<p>Completion of the implementation plan</p>	<p>Sid Garland provided a presentation on plans to revise the draft December 2009 implementation plan. He will revise in time for planned Stewardship workshop in October.</p>
		<p>Environmental Justice in America Conference May 27-29 Arlington, VA.</p>		

Month	Issue Manager	Issue/Activities	Expected Output	Status
June 16	ORSSAB – David Martin, 617-0501 dmartin@ieee.org TDEC – John Owsley, tentative 481-0995 John.owsley@state.tn.us DOE – BJC – EPA –	Discuss committee action on assisting TDEC monitoring of ARARs	Possible recommendation or plan of action.	
July 21	ORSSAB – DOE – BJC – EPA –			
Aug. 18	ORSSAB – DOE – BJC – EPA –	Review FY 2009 accomplishments		
Sept. 15	ORSSAB – DOE – BJC – EPA –	Develop FY 2010 work plan		

**Stewardship Committee
FY 2009 Work Plan (continued)**

Potential Topics

Issue Manager	Issue/Activities
ORSSAB – DOE – BJC – EPA –	Describe role of City of Oak Ridge in Stewardship; what is the role of the city in Stewardship. <i>Process started at September 2008 meeting. Currently city has little interest in stewardship without funding from DOE</i>
ORSSAB – Darryl Bonner, 481-8160, home 241-2587, work bonnerdc@bechteljacobs.org DOE – BJC – EPA -	Review ORNL Interpretive Plan for stewardship implications.

Ongoing Topics

Issue Manager	Issue/Activities
ORSSAB – Darryl Bonner, 481-8160, home 241-2587, work bonnerdc@bechteljacobs.org Norman Mulvenon, AIM 482-3153 Mulvenon@juno.com	Stewardship video. <i>Work suspended. Stewardship workshop planned to educate community on importance of stewardship.</i>
ORSSAB - DOE – Pat Halsey, 576-4025 HalseyPJ@oro.doe.gov BJC – EPA -	Develop accompanying reference book to stewardship map listing related decision documents to closed waste sites.

Issue Manager	Issue/Activities
<p>ORSSAB – Norman Mulvenon, AIM 482-3153 Mulvenon@juno.com</p> <p>DOE –</p> <p>BJC –</p> <p>EPA -</p>	<p>Monitor status of proposed legislation in Tennessee House to ensure property record notices and associated maps are referenced to one another in county land records.</p>
<p>ORSSAB – Norman Mulvenon, AIM 482-3153 Mulvenon@juno.com</p> <p>DOE – Jason Darby, 241-6343 darbyjd@oro.doe.gov</p> <p>BJC –</p> <p>EPA-</p>	<p>Continue to follow development of DOE-Oak Ridge Office Stewardship Directive. <i>DOE-ORO has suspended the use of directives. The committee will review the status of the Stewardship Implementation Plan</i></p>
<p>ORSSAB - David Martin, 617-0501 dmartin@ieee.org</p> <p>Norman Mulvenon, 482-3153 Mulvenon@juno.com</p> <p>DOE – Ralph Skinner, 576-7403 skinnerrm@oro.doe.gov</p>	<p>Continue to track filings of property record notices in Anderson and Roane Counties. <i>Update on Roane County filings provided at January meeting.</i></p>

FY 2009

Stewardship Education Subcommittee Work Plan

The mission of the Stewardship Education Subcommittee is to educate the public and students regarding cleanup of the Oak Ridge Reservation and to continue development of the Stewardship Education Resource Kit.

FY 2009 Activities:

- Continue revisions to the PowerPoint files for Lessons 4 and 5
- Provide suggestions or materials for the Public Outreach Committee to keep the Stewardship Kit display at the museum up to date
- Plan the teacher's workshop
- Consider how to incorporate the stewardship video into the kit
- Work with Helen Morrow to incorporate more activities into the kit

Month	Events and Activities	Expected Output	Status
Oct. 16	Meeting canceled		
Nov. 3	<ul style="list-style-type: none"> ▪ Review Lesson 4 slide graphics ▪ Discuss presentation to Lenoir City High School 	<ul style="list-style-type: none"> ▪ Completed review ▪ Preparation for presentation 	<ul style="list-style-type: none"> ▪ Lesson 4 slides to be discussed again on Nov. 13 ▪ Preparations made for presentation
Nov. 13	<ul style="list-style-type: none"> ▪ Review Lesson 4 slide graphics ▪ Start work on Lesson 5 slides 	<ul style="list-style-type: none"> ▪ Completed Lesson 4 slides ▪ Decision on Lesson 5 slide graphics 	<ul style="list-style-type: none"> ▪ A few more changes requested to Lesson 4 slides ▪ Lesson 5 slides postponed
Dec. 11	<ul style="list-style-type: none"> ▪ Generate FY 2010 budget request ▪ Review Lesson 4 slide graphics ▪ Start work on Lesson 5 slides ▪ Review crosswalk between old and new kit lesson plans 	<ul style="list-style-type: none"> ▪ FY 2010 budget request ▪ Completed Lesson 4 slides ▪ Decision on Lesson 5 slide graphics ▪ Path forward on lesson plans 	<ul style="list-style-type: none"> ▪ Budget request completed ▪ Changes made to Lesson 4 slides; two changes remaining ▪ Work begun on Lesson 5 ▪ Crosswalk moved to January
Jan. 22	Meeting canceled		
Feb. 19	Meeting canceled		
Mar. 19	Meeting canceled		

Month	Events and Activities	Expected Output	Status
Apr. 27	<ul style="list-style-type: none"> ▪ Funding for stewardship workshop ▪ Review Lesson 4 & 5 slide graphics ▪ Review crosswalk between old and new kit lesson plans 	<ul style="list-style-type: none"> ▪ Decision on workshop funding ▪ Completed Lesson 4 & 5 slides ▪ Path forward on lesson plans 	<ul style="list-style-type: none"> ▪ \$12K in funding transferred from teacher's workshop to stewardship work ▪ Request made for \$12K to fund teacher's workshop in FY 2010 ▪ Changes made to Lesson 4 & 5 slides ▪ Crosswalk postponed
May 21	Meeting canceled		
June 18	<ul style="list-style-type: none"> ▪ Review Lesson 4 & 5 slide changes ▪ Review crosswalk between old and new kit lesson plans 	<ul style="list-style-type: none"> ▪ Completed Lesson 4 & 5 slides ▪ Path forward on lesson plans 	<ul style="list-style-type: none"> ▪
July 16	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪
Aug. 20	<ul style="list-style-type: none"> ▪ Review FY 2009 committee accomplishments 	<ul style="list-style-type: none"> ▪ List of FY 2009 committee accomplishments 	<ul style="list-style-type: none"> ▪
Sept. 17	<ul style="list-style-type: none"> ▪ Election of FY 2010 officers ▪ FY 2010 work plan 	<ul style="list-style-type: none"> ▪ Slate of officers ▪ Completed FY 2010 committee work plan 	<ul style="list-style-type: none"> ▪

**Stewardship Video/Workshop Subcommittee
FY 2009 Work Plan Tracking Chart**

The goal of this sub-committee is to develop a video for use in the Stewardship Education Resource Kit and for use by the general public that explains stewardship and the importance of long-term stewardship of remediated areas on the Oak Ridge Reservation.

In March 2009 the sub-committee decided to suspend work on the video project and act as a coordinating committee for board training and a public workshop on stewardship.

Month	Issue Manager	Issue/Activities	Expected Output	Status
Oct. 10	Norman Mulvenon Darryl Bonner to assist with scope of work. Lorene Sigal to assist with list of interviewees.	Develop scope of work for video producer; develop outline for video; Finalize list of interviewees	Completed scope of work; outline for video; and list of interviewees	List of interviewees determined
Nov. 14	Committee did not meet.	Develop scope of work for video producer.	Completed scope of work; outline for video.	Development of scope of work and outline for video deferred until December
Dec. 12	Norman Mulvenon Darryl Bonner to assist with scope of work.	Develop scope of work for video producer.	Completed scope of work; outline for video	Comments provided on current scope of work
Jan. 16	Committee did not meet Norman Mulvenon Darryl Bonner	Revise current scope of work to include importance of ORSSAB on Stewardship Mr. Bonner will work on list of images to accompany interviews and narration	Completed scope of work; outline for video List of images to use to accompany interviews and narration in video	Topics deferred until February.

Month	Issue Manager	Issue/Activities	Expected Output	Status
Feb. 13	Norman Mulvenon Darryl Bonner	Revise current scope of work to include importance of ORSSAB on Stewardship Mr. Bonner will work on list of images to accompany interviews and narration Mr. Bonner will provide a list of questions to be addressed in video	Completed scope of work; outline for video List of images to use to accompany interviews and narration in video	Ms. Sigal has provided a revised scope to committee members to review Time did not allow discussion Mr. Bonner provided a list of questions. Ms. Campbell is editing and grouping.
March 13	Discussion of future of video	Pat Halsey did not provide funding for the video in 2010. She suggested training for the board and a public workshop on stewardship to reinforce the need for stewardship		The committee decided to suspend work on the video and act as a coordinating committee for board training and public workshop on stewardship. Will request OK on that path from Stewardship Committee
April 10	Pat Halsey	Discussion of Stewardship Training workshop Review draft agenda		Subcommittee decided to explore the possibility of expanding the workshop to revisit some of the issues discussed at the 1999 National Stewardship Workshop in October
May 15		Continued discussion of Stewardship Training workshop Discuss workshop and board training dates, location for workshop, agenda, budget, and invitation list.		Set date for workshop, choose location, developed first draft invitation list, discussed budget. Committee decided to meet more regularly.

Month	Issue Manager	Issue/Activities	Expected Output	Status
May 29		Continue work on Stewardship outline, review a draft brochure for the workshop. Begin more detailed development of an agenda		Committee discussed goals and expectations for the workshop. Reviewed a first draft of an agenda.
June 12				
July 10				
Aug. 14				
Sept. 11				