

**Hanford Natural Resource Trustee Council (HNRTC)  
Meeting**

Wednesday and Thursday, November 17-18, 2010

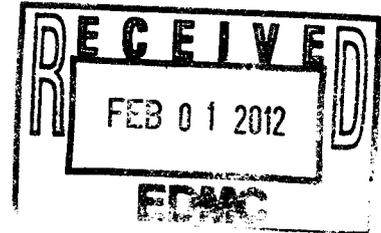
CTC Building, Rooms 210 and 212  
Richland, Washington

**MEETING NOTES, v6 FINAL**

**Wednesday, November 17, 2010**

**Meeting Participants:**

- Charlene Andrade, National Oceanic and Atmospheric Administration (NOAA) - via telephone
- Jack Bell, Nez Perce Tribe
- Dan Landeen, Nez Perce Tribe
- Paul Shaffer, State of Oregon
- Rico Cruz, Confederated Tribes of the Umatilla Indian Reservation (CTUIR)
- Barbara Harper, CTUIR
- Dana Ward, U. S. Department of Energy (DOE)
- Janis Ward, DOE
- Larry Gadbois, U.S. Environmental Protection Agency (EPA)
- Joe Bartoszek, U.S. Fish and Wildlife Service (FWS)
- Russ MacRae, FWS
- John Carleton, State of Washington
- Larry Goldstein, State of Washington
- Jean Hays, State of Washington
- Michael Calac, Yakama Nation
- Jay McConnaughey, Yakama Nation
- Jen Kassakian, Industrial Economics Corporation (IEc) (Phase II contractor)
- Ruth Nicholson, Nicholson Facilitation & Associates, LLC (meeting facilitator contractor)
- Steve Wisness, YAHS GS (contract support to DOE)



**Opening and Introductions**

Russ MacRae, chair of the Hanford Natural Resource Trustee Council (Council), opened the meeting and reviewed the agenda. He explained that the agenda was a compilation of topics collected from members of the Council and was probably more than could easily be covered in this day and a half meeting. The specific adjustments in topics and agenda are noted in each section below in these notes. The group noted that normally there is a conference call two weeks prior to a Council meeting to develop an agenda but that call had not occurred prior to this meeting. The group pared down some of the agenda items and deferred others to future meetings and conference calls. The group also agreed to add some time at the end of the first day and again at the end of the second morning to discuss and prepare for the senior trustee meeting on Thursday afternoon, November 18<sup>th</sup>. Jen Kassakian indicated that IEc staff would not be available to discuss all the items on the agenda they were scheduled for since

they did not receive the agenda until just recently. However, Jen said she could cover some of the topics and take input on others.

The Council then adopted the September 2010 meeting notes with the clarification on page 7 that the Yakama Nation did not agree with the issue paper. The group then discussed whether it was appropriate to share draft meeting notes with IEC. The primary issue was a concern about sharing contracting or other sensitive issues with a contractor. The group agreed that it was acceptable to share Council meeting notes with IEC with the understanding that contracting or other sensitive sections could either be redacted before sharing or that the facilitator could transmit only the sections of the meeting notes that were pertinent to IEC's work. Jay McConnaughey moved to approve the notes with a minor change; motion seconded by Paul Shaffer.

The Council went on to approve the conference call notes from October 18, 2010. Jack Bell moved to approved the notes; seconded by Jay McConnaughey. The notes were approved with the single abstention of the State of Oregon since they did not participate in the call.

*Decisions:*

1. *Approved agenda as revised*
2. *September Council meeting notes adopted as revised.*
3. *October Council conference call notes adopted.*

**Overview of Seniors Meeting**

Russ MacRae gave an overview of the October senior trustee meeting in Ellensburg. The seniors discussed the Council decision making process, including formal vs. informal decisions, the definition of "good faith discussions" as referenced in the Council bylaws, and raising issues to the senior trustees. The issue of decision making has increased in importance given the lack of consensus on a Council recommendation for a Fiscal Year 2012 (FY2012) budget request. The Council discussed the importance of developing consensus on a budget request for FY2013. Members of the group had a number of ideas and possible recommendations as to how to improve the decision making process and agreed to table this more in-depth process discussion until the agenda item concerning budgeting.

FWS will be going forward with the hiring of a Project Coordinator. It noted that a federal position description is a tool for classifying and hiring for a position and is not a precise statement of work. Russ has sent out the current version of the position description and still would like comments on it.

The group then discussed the engagement of the National Fish and Wildlife Foundation (NFWF) to provide procurement and contract management services for the Council. There is a need for some work to be done with DOE on the appropriate interagency agreement language that will enable the movement of funds between organizations. Members of the group shared their concerns about keeping the process streamlined, including asking about the relative ease of the contracting processes used by FWS as compared to DOE. They also asked FWS to investigate the possibility of reducing or waiving the agency's overhead fees for managing a NFWF contract.

*Action Items:*

1. DOE will look into its Federal Acquisition Rules (FARs) to see how they would apply to engaging NFWF.
2. FWS will look into its Federal Acquisition Rules (FARs) to see how they would apply to engaging NFWF.
3. FWS will investigate the possibility of reducing or waiving its overhead fees for managing a NFWF contract.
4. Jen Kassakian, IEc contractor, will look into whether IEc has had any contracts with NFWF and anticipated differences that IEc would face if it contracted with NFWF as compared with its current DOE contract.

**Administrative Business**

*Hiring of a Facilitator*

Ruth Nicholson stepped out of the meeting room for this discussion in order to enable the group to talk candidly about its needs and how it wants to proceed with this hire. The group discussed the candidates and agreed to make a decision on this hire on Thursday morning, November 18<sup>th</sup>.

*History Book*

The group discussed the completion of the history book. The Yakama Nation suggested a revision to the disclaimer at the front of the book. The group also suggested that the spelling of names in the book be checked. Dana Ward, DOE, will collect the changes to incorporate into the final book. The Council approved the book with the disclaimer wording changes from the Yakama Nation. Paul Shaffer made the motion to approve; it was seconded by John Carleton. The Yakama Nation abstained from the decision. The group also thanked Dan Landeen, Nez Perce Tribe, for his work on the project.

*Resolution 2010-05: Deliverable dates for Phase II contractor in FY2011*

Russ MacRae reviewed the proposed date changes in the resolution. The group identified one editorial change needed in the resolution form. Jack Bell moved to approve Resolution 2010-05 as revised for a formal vote; it was seconded by Paul Shaffer. The Council unanimously approved the resolution with the understanding that the form would be revised and distributed for signature (formal vote).

*Resolution 2010-06: Creation of a Data Management and Quality Assurance Technical Working Group (TWG)*

Russ MacRae reviewed the resolution creating this TWG and naming Jack Bell as chair. The group revised the resolution form with some minor editorial changes. Jay McConaughy moved to approve Resolution 2010-06 as revised for a formal vote; it was seconded by Paul Shaffer. The Council approved the resolution with the understanding that the form would be revised and distributed for signature (formal vote).

### *Alternate Voting Members*

The Council asked itself if each of its primary members had alternates. Not all the trustees have both primary and alternate members at this time. The group agreed that each trustee would send an e-mail to the Council chair designating its primary and alternate members. The Council agreed that it was important to get this information formally into the administrative record. Members also noted that it is important to give people notice of upcoming decisions to be made either on conference calls or at meetings. Although a quorum of all of the trustees is not required for informal decisions, the Council expressed a strong preference for conducting business when all of the trustees are represented and none are absent. Members encouraged each other to make every effort to participate in conference calls and to attend meetings.

### *NOAA Membership Status in the Council*

The Council discussed the desirability of making NOAA a formal Council member. The State of Washington noted that it is an accident of history that NOAA is not Council member. There was a sense by NOAA that things are currently working well, and it might take time and effort to change the necessary agreements to make NOAA a Council member. NOAA is comfortable with the current situation. The Council took no action to make NOAA a formal Council member at this time.

#### *Decisions:*

4. *The final version of the history book was approved, and Dan Landeen was thanked for his work on the project.*
5. *Resolution 2010-05 was approved unanimously to put to a formal vote. It recommends that DOE modify some of the deliverable dates for the Phase II contractor in FY2011.*
6. *Resolution 2010-06 was approved unanimously to put to a formal vote. It creates a Data Management and Quality Assurance TWG chaired by Jack Bell.*

#### *Action Items:*

4. *Russ MacRae will revise and distribute the formal resolution signature form for Resolution 2010-05.*
5. *Russ MacRae will revise and distribute the formal resolution signature form for Resolution 2010-06.*
6. *Each trustee will send an e-mail to the Council chair designating a primary and alternate member of the Council.*

### **Budgeting**

DOE explained that the current Continuing Resolution funding federal government operations extends through December 2010. DOE is currently considering two possible scenarios for the fiscal year: funding at FY2010 levels and funding at 10% less than FY2010 levels. It is unclear how FY2011 will turn out. DOE's request for Council activities for FY2011 was \$4.5 million. Under a Continuing Resolution, federal agencies typically operate under a "no new starts" rule. Since the Council is not considered a new start, its ongoing activities and studies are probably safe to continue. It is possible that the federal government could operate under a

Continuing Resolution for the entire fiscal year. For FY2011, the IEc contract is fully funded from the FY2010 budget and there is some carryover funding from the facilitator contract.

The FY2010 funding level is lower than the \$4.5 million President's Request for FY2011. The Council examined the budget spreadsheet for FY2011 and noted that the \$1.3 million allocated for studies is almost the equivalent of the gap between the FY2010 and FY2011 budgets. The group discussed the potential difficulty of doing studies this fiscal year due to important decisions that still need to be made. However, studies are a large component of the Council budget, and changes in the scheduling of studies cascade out into future years. There is concern about making progress. If the Council can push itself and make decisions quickly, this will help get studies underway. The group discussed priority studies in the areas of baseline, sturgeon sampling, and source and pathway. It is important that the questions for the studies are framed clearly.

The group also identified two additional ways to save money in FY2011, including putting off the \$30,000 allocated for information management to FY2012 and not using all of the allocated funds for the Project Coordinator as that hire may not be made until halfway through the year.

The group discussed the possibility of examining the budget at each of its meetings.

The Council then discussed the relationship between the Council and the TWGs. Up until now, the Council has not made specific requests of the TWGs. The group decided to request that the Aquatic TWG help frame recommendations and investigations into understanding the effects of chromium on salmon and steelhead. The Yakama Nation representative cited a list of documents that the Aquatic TWG should review that included 100 Area Assessment plan; a U.S. Geological Survey (USGS) proposal by Aida Farag; USGS reports from early work on salmon and chromium as well as the Pacific Northwest National Laboratory (PNNL) report pertaining to Phase II of that work; response information from risk assessment and characterization data from river work (Bret Tiller presentation and preliminary results); and the HNRTC workshop on chromium with Aida Farag and Chris Everson of USGS and other workshops. Specifically, the Council will ask the Aquatic TWG to identify potential study questions concerning chromium. The Aquatic TWG will take the lead on this effort and bring in other TWGs as needed. The request will be for the Aquatic TWG to review existing plans, reports, and information and to bring options and questions to the next Council meeting in January. This is the first time that the Council has requested something from a TWG.

The Council discussed the manner in which it would direct the work of the TWGs. The group decided that it would write up direction to be included in Council meeting or conference call notes, and the Council chair would convey the instructions to the individual TWGs. Russ MacRae will draft the instructions for the Aquatic TWG. The Council will then vote on these instructions and include them in the administrative record via the notes of the December conference call.

Council members were encouraged to review the River Corridor Baseline Risk Assessment when it comes out in January 2011.

The group recapped the budget development process for the request for FY2012. It then moved on to talking about developing the budget request for FY2013. Key issues included:

- Operating as a Council group in contrast to individual trustee conversations and negotiations for funding with DOE, including how to develop or assign budgets for individual trustees. This is a question for the senior trustees given concerns about who decides what each trustee needs to do its own NRDA work and become “whole”.
- There is a fine line between the Council approving an individual government’s participation vs. understanding that organization’s capacity.
- How is government-to-government consultation integrated into the budget development process? If/when NFWF is on board, what questions need to be answered about disclosing organizational and government financial information to a non-government organization?
- The two “sides” of the budget - Council operations and technical work/studies (the “left side”) and individual trustee organization funding (the “right side”) - and whether the budget should be a single budget with two parts or two separate budgets. The “left side” drives the “right side” of the budget; in other words, the work drives trustee participation. DOE submits a single budget request.
- Is parity in funding and the range of organizational requests for funding an issue? If so, should parity be based on staffing needs or on total funding levels? What about individual trustee fiduciary responsibility to its constituents?
- The pace of the work and the importance of outlining tasks for FY2012, FY2013, and beyond. Can we afford the cost? What is the overall vision?
- The framing of questions to guide the work and studies.
- Establishing clear ground rules for the process, including clarifying whether or not the Council needs to have a formal resolution to approve budget requests.
- The suggestion that the whole group work on the FY2013 budget rather than a small group.
- The need for individual trustees to get what they need without adversely affecting others and the need for a high level of transparency.
- How to integrate DOE’s department-wide NRDA policy expected to be issued in 2011.

The Council decided that each trustee organization should develop its individual FY2013 request and bring it back to the group. Members indicated the need for direction from the senior trustees regarding the approach for developing the FY2013 Council request. Specifically, are there sideboards and limits or should the Council develop an unconstrained budget? There is concern that the FY2013 budget may not be “healthy” or be very large.

A few parties expressed an interest in having an independent audit and program review of the financial, programmatic, and level of effort of the Council and where it is in the natural resources damage assessment (NRDA) process. The Council did not make a decision on this specific idea. However, DOE, FWS and NOAA agreed to gather information on NRDA costs from other sites to inform the development of the Council’s FY2013 budget request. Some were curious as to a comparison or review of where the Council was in this process and what a reasonable level of effort would be.

Finally, the group discussed a proposed timeline of activities for developing the FY2013 budget request.

Nov 2010		Dec 2010	Jan 2011	Feb 2011	Mar 2011		Apr 2011		May 2011
Council meeting to identify budget questions for seniors, assign NRDA homework (DOE, FWS & NOAA), and identify what individual Trustees want to request	Seniors meeting to give direction on budget development on "right side" of budget, sideboards, & vision for FY2013 & beyond and pace	Council phone call to discuss NRDA examples from DOE, FWS, & NOAA and to clarify assumptions on pace	Council meeting to work on "left side" of budget & address individual trustee requests in light of direction from seniors	Council phone call	Council meeting to agree on budget request or elevate	Seniors meeting to receive budget number or address elevation of decision	Council phone call	Seniors meeting if needed	DOE budget request due

**Decisions:**

7. *The Council will request that the Aquatic TWG develop potential study questions and recommendations regarding chromium.*

**Action Items:**

7. *Russ MacRae will develop specific language for the request to the Aquatic TWG for distribution to Council members and incorporation into these meeting notes.*
8. *Each trustee organization will develop its individual FY2013 request and bring it back to the group.*
9. *DOE, FWS, and NOAA will gather information from other NRDA processes to inform the development of the Council's FY2013 budget request.*

**December Conference Call Topics:**

1. *Direction to the Aquatic TWG on questions for a chromium study*
2. *Sharing of NRDA examples by DOE, FWS, and NOAA to inform budget development process*
3. *Clarify assumptions on pace of NRDA work to help FY2013 budget development process*

**Issues to Forward to the Senior Trustees:**

1. *Regarding development of the FY2013 budget request*
  - a. *Direction on the development of individual trustee participation budgets*
  - b. *What are the sideboards?*

- c. *What is the vision for FY2013 and beyond, including the pace of the work?*

### **Phase II Contracting/Assessment Plan Development**

The Council discussed its desire to have a role in understanding the work of IEC. DOE explained that the contractor submits progress reports, and it could be possible to add an overall financial report to these reports. This would be in lieu of providing IEC invoices with detailed rate and other business confidential information to the Council. The Council's primary interests are in contractor accomplishments and staying on budget. It is important for the Council to not provide formal contract direction to the contractor; that is DOE's responsibility until contracting is done through another organization such as NFWF. The Council was also reminded that it is important to keep track of how many meetings IEC is requested to attend.

IEC has turned in two of four species profiles. It has also submitted four contaminant profiles. It is revising two additional contaminant profiles, and others are underway. The Injury Assessment outline was submitted on November 1<sup>st</sup>. There will be a workshop on December 7<sup>th</sup> in Richland adjacent to the TWG meetings to discuss this. The Council deferred discussion of the outline to that December workshop.

IEC is also working on a public involvement plan. Finally, it kicked off its data management work at a workshop on November 16<sup>th</sup>. There may be more in-person meetings or workshops to continue this effort.

The group identified a need to improve the document review and feedback process when IEC requests input from the TWGs.

**Thursday, November 18, 2010**

#### **Meeting Participants:**

- Charlene Andrade, NOAA - via telephone
- Jack Bell, Nez Perce Tribe
- Dan Landeen, Nez Perce Tribe
- Paul Shaffer, State of Oregon
- Rico Cruz, CTUIR
- Barbara Harper, CTUIR
- Connie Smith, DOE - via telephone
- Dana Ward, DOE
- Janis Ward, DOE
- Larry Gadbois, EPA
- Joe Bartoszek, FWS
- Greg Hughes, FWS
- Russ MacRae, FWS
- John Carleton, State of Washington
- Larry Goldstein, State of Washington
- Jean Hays, State of Washington

- Brian Barry, Yakama Nation -via telephone
- Michael Calac, Yakama Nation
- Jay McConnaughey, Yakama Nation
- Jen Kassakian, IEC (Phase II contractor)
- Ruth Nicholson, Nicholson Facilitation & Associates, LLC (meeting facilitator contractor)
- Mike Sackschewsky, Battelle/PNNL (contractor)
- Steve Wisness, YAHS GS (contract support to DOE)

### Phase II Contracting/Assessment Plan Development, continued

The Council discussed contaminants of concern (COCs) and species of concern (SOCs), including recommendations for the next profiles to be done. The group agreed to address the total RAD profile on its December conference call.

The group discussed the scope of work and Phase II contract proposal from IEC. DOE will check on sharing the IEC proposal with the Council with business confidential information redacted.

The Council agreed to request that DOE ask IEC to add all the species profiles as recommended except the pocket mouse. Members also agree to use the most common species of rabbit. Jay McConnaughey moved to request USDOE to direct IEC to develop profiles for Sr<sup>90</sup>, Cs<sup>137</sup>, I<sup>129</sup> and tritium and the following species: great blue heron, pacific lamprey, bull frog, tree frog, black tailed jackrabbit, and cottontail rabbit; it was seconded by Jack Bell. The motion passed unanimously. DOE will look at the cost and schedule implications of requesting IEC to do more species profiles. Species profiles are not just natural history profiles. Rather, they are also intended to be strategic profiles that can answer specific questions.

The Terrestrial TWG offered to develop a species profile for the pocket mouse. The Council decided to provide direction to the Terrestrial TWG to develop this profile and to make recommendations whether to develop profiles for other species. This direction will be handled similarly to that which is going to the Aquatic TWG.

The Council decided that it would be useful if the TWG chairs could attend or call into Council meetings in the future. Members identified a need to create a communication - direction - response system.

In the discussion about Study Criteria, the Council identified the need for a better process to get products from the TWGs to the Council so that things do not fall through the cracks. Dan, Charlene, and Paul are waiting for more feedback before distributing the Study Criteria more broadly.

#### *Decisions:*

8. *DOE will look at the cost and schedule implications of requesting IEC to do more species profiles.*
9. *The Council approved the remaining SOC and COC for toxicological profile development by IEC*

*Action Items:*

4. *Russ MacRae will develop specific language for the request to the Terrestrial TWG for distribution to Council members and incorporation into these meeting notes.*

*December Conference Call Topics:*

4. *What are we looking for in a total RAD profile?*
5. *Direction to the Terrestrial TWG on a species profile for the pocket mouse and recommendations for other species*

**Administrative Business, continued**

*Project Coordinator*

There are outstanding concerns with the position description for this job, including:

- Location of the position
- Draft restoration plans
- Convening of multi-disciplinary task forces
- No mention of National Fish and Wildlife Federation (NFWF) or a non-governmental organization (NGO)
- Who manages the position?
- How would this position interact with contractors?
- The reference to “settlement” under Duties and Responsibilities. (FWS noted that this phrase can be deleted.)

Some members expressed concern about how long it is taking to get this position filled. It will take time to develop the Key Skills Areas (KSAs) and interview questions as well.

At the senior trustee meeting in Ellensburg, the Yakama Nation had indicated that it wanted to discuss its concerns with the position description with FWS. That conversation has not yet occurred. Russ MacRae and Jay McConnaughey agreed to talk with their seniors about this issue.

The Council agreed to vote on approving the Position Description on the December conference call.

*Hiring of a Facilitator*

Ruth Nicholson stepped out of the meeting room for this discussion in order to enable the group to make a decision on this hire. The group selected a facilitator for the remainder of FY2011. The Yakama Nation expressed interest in having an independent note taker as part of the facilitator contract. DOE took an action item to inquire about it.

*Decisions:*

10. *The Council selected a facilitator for the remainder of FY2011.*

*Action Items:*

10. *Russ MacRae and Jay McConnaughey will speak with their seniors about Yakama Nation concerns with the Project Coordinator position description*

11. DOE will inquire about the possibility of engaging an independent note taker for Council meetings.

*December Conference Call Topics:*

6. Approve the Project Coordinator position description

### Interface of Site Remediation with NRDA

#### *Vision for the injury assessment*

The Council concluded that this is a topic that should be on the agenda for the senior's meeting.

#### *Status of cleanup activities that are of use to trustees and/or NRDA*

This topic was skipped given the lack of time to cover everything on the agenda.

#### *Status of letters on NRDA integration with response actions and future land uses*

Russ MacRae explained that he has not yet written the letter to DOE as he is concerned with its timing. DOE is working on a new policy on integrating site remediation and NRDA. A draft is expected to be issued for comment in January, and a final policy could be issued in spring 2011. He recommended waiting on writing the letter until the policy comes out. Another potential complication is that as a federal employee, Russ has seen the preliminary draft policy. He recommended that if the Council still wanted to send the letter before the policy came out, someone else should sign the letter. The Council agreed to wait on sending out the letter until after the new DOE policy is out. Jack Bell made the motion; it was seconded by Larry Goldstein. The Yakama Nation and DOE abstained.

The other letter that is being developed is actually a white paper on a potential energy park development at Hanford. Paul Shaffer distributed a draft on November 4<sup>th</sup>. He noted that the white paper is very conceptual based on the premise that you do not do things that constrain your ability to meet NRDA responsibilities and obligations down the line. There will be a workshop on January 27<sup>th</sup> on future site uses, including the energy park concept. Paul is not yet sure what the process is for submitting documents, such as this white paper. Council members agreed to send Paul, with copies to the full group, their comments on the white paper by December 9<sup>th</sup>. Paul will distribute a revised draft on December 13<sup>th</sup>. The group will finalize the white paper on its December 20<sup>th</sup> conference call.

#### *Interagency Work Team*

Larry Goldstein updated the group on the Ecological Cleanup Technical Working Team of which he is a member. It is defining processes and protocols for soil cleanup levels. This enables the development of Preliminary Remediation Goals (PRGs) that feed into final Remedial Investigation/Feasibility Studies (RIFS).

### *DOE large sturgeon sampling design status*

The expert report draft from FWS is now out for review with the expert panel members. Comments are due back at the end of November. DOE will share the final document with the Council and other interested parties. They want this to be completed to enable spring sampling.

#### *Decisions:*

- 11. The Council will postpone sending a letter to DOE regarding integration of site remediation with NRDA until the new DOE integration policy is out.*

#### *Action Items:*

- 12. Trustees to send their comments on the energy park/future site uses white paper to Paul Shaffer by December 9<sup>th</sup>.*

#### *December Conference Call Topics:*

- 7. Finalize energy park/future site uses white paper*

### **TWG Reports and Discussions**

#### *Restoration*

The revegetation plan is now out and comment is being gathered on the plan this month (November). Comments should be sent to Kevin Leary or Dana Ward. In order to avoid double counting, it is important to pay attention to the definitions of revegetation as they relate to mitigation and response work as compared to work for restoration. The Council will also need to provide direction for the currency and credit methods. A suggestion was made to hold a workshop on quantification. Another request was made for Matthew Duchense to share his thinking as well, either in person or via telephone. DOE asked how involved the Council wanted to be in the revegetation plan.

#### *Aquatic*

This TWG is trying to respond to the species and contaminant profiles. It may have a sense of being overloaded. There is a need for coordination among the TWGS for tasks and work planning. Paul Shaffer has drafted a scoping statement on chromium upwelling to run through the TWG. The current method for chromium upwelling sampling in the river is very expensive.

#### *Terrestrial*

IEc participated in the last meeting of this TWG; IEc has requested input on some of its documents. It has started discussions of the baseline and will be giving recommendations on a list of species of concern to the Council. It plans to start with the profile for the pocket mouse. It is looking at old studies from the 1940s and 1950s, although there is a need to convert microfiche to a digital format. The group is using a Google site to manage information.

### *Data Management*

The data management workshop on November 16<sup>th</sup> went well. There is a significant issue of getting access to existing Hanford data. The concern is that contractors are getting on to HLAN and being offered training in short time frames. In contrast, trustees have submitted forms and have not yet been offered training and access. The trustees need access. The TWG chair, Jack Bell, wants the Council to take action to get access to the data. He has a concern that contractors hold data like it is "theirs". So, the two access issues are HLAN access and access to data which is under the control of contractors whose collection was funded by public monies. The group agreed to raise this issue to the seniors.

### *Human Use*

Jean Hays is the new chair for this TWG. It is working on narratives and aiming for December to get its products out.

### *Review and Feedback Procedures*

Due to the lack of time, further discussion on this issue was deferred to the December 20<sup>th</sup> conference call.

### *Action Items:*

- 13. Trustees to send comments on the revegetation plan to Kevin Leary or Dana Ward by the end of November*

### *December Conference Call Topics:*

- 8. Document review, input, and feedback process and procedures*

### *Issues to Forward to the Senior Trustees:*

- 2. Access to HLAN and other Hanford data*

### **Wrap Up and Closing**

In preparation for the seniors' meeting, the Council developed lists of meeting accomplishments, action items, and issues to raise to the senior level.

Accomplishments and Decisions made by the Council at its November meeting:

1. Approved meeting agenda
2. September Council meeting notes adopted.
3. October Council conference call notes adopted.
4. The final version of the history book was approved, and Dan Landeen was thanked for his work on the project.
5. Resolution 2010-05 was approved unanimously for formal vote. It recommends that DOE modify some of the deliverable dates for the Phase II contractor in FY2011.
6. Resolution 2010-06 was approved unanimously for a formal vote. It creates a Data Management and Quality Assurance TWG chaired by Jack Bell.
7. The Council will request that the Aquatic TWG develop potential study questions regarding chromium.

8. DOE will look at the cost and schedule implications of requesting IEC to do more species profiles.
9. The Council selected a facilitator for the remainder of FY2011.
10. The Council will postpone sending a letter to DOE regarding integration of site remediation with NRDA until the new DOE integration policy is out.
11. The Council agreed on a second set of four (4) radiological profiles for Sr<sup>90</sup> Cs<sup>137</sup>, I<sup>129</sup> and tritium and a second set of species of concern (great blue heron, pacific lamprey, bull frog, tree frog, black tailed jackrabbit, and cottontail rabbit)

Action Items:

1. DOE will look into its Federal Acquisition Rules (FARs) to see how they would apply to engaging NFWF.
2. FWS will look into its Federal Acquisition Rules (FARs) to see how they would apply to engaging NFWF.
3. FWS will investigate the possibility of reducing or waiving its overhead fees for managing a NFWF contract.
4. Jen Kassakian, IEC contractor, will look into anticipated differences that IEC would face if it contracted with NFWF as compared with its current DOE contract.
5. Russ MacRae will revise and distribute the formal resolution signature form for Resolution 2010-05.
6. Russ MacRae will revise and distribute the formal resolution signature form for Resolution 2010-06.
7. Each trustee will send an e-mail to the Council chair designating a primary and alternate member of the Council.
8. Russ MacRae will develop specific language for the request to the Aquatic TWG for distribution to Council members and incorporation into these meeting notes.
9. Each trustee organization will develop its individual FY2013 request and bring it back to the group.
10. DOE, FWS, and NOAA will gather information from other NRDA processes to inform the development of the Council's FY2013 budget request.
11. Russ MacRae will develop specific language for the request to the Terrestrial TWG for distribution to Council members and incorporation into these meeting notes.
12. Russ MacRae and Jay McConnaughey will speak with their seniors about Yakama Nation concerns with the Project Coordinator position description
13. *DOE will inquire about the possibility of engaging an independent note taker for Council meetings.*
14. Trustees to send their comments on the energy park/future site uses white paper to Paul Shaffer by December 9<sup>th</sup>.
15. Trustees to send comments on the revegetation plan to Kevin Leery or Dana Ward by the end of November
16. The following table lists action items from the September 2010 meeting notes. They have not been updated but are included here as a reference.

## ACTION ITEMS

**Note:** Yellow indicates changes to previously existing action items, including completion dates, updates, and changes in responsibility. Items with yellow completion dates (or otherwise closed) will not be included on subsequent action item lists. **Blue** action item numbers indicate new items since the most recent update.

	<b>Assignee/Action</b>	<b>Date Assigned</b>	<b>Date Completed</b>
319	USFWS to issue an interest announcement for the Project Coordinator position, with HNRTC input on the description <i>ACTION: Russ, All</i>	3/23/10	On hold until Senior Trustee meeting
324	Comment on updates to the Hanford History Book, due Oct 15 <i>ACTION: Trustees to Dan</i>	3/25/10	
328	Prepare final budget accounting for 2008 and 2009 <i>ACTION: Janis, Steve</i>	5/19/10	9/21/10
329	Develop scope of work and budget for baseline study <i>ACTION: Baseline study workgroup</i>	5/19/10	
331	Determine whether HNRTC can receive copies of contractor invoices <i>ACTION: Janis</i>	7/20/10	9/21/10
332	Investigate HAB decision process <i>ACTION: Janis, Steve</i>	7/20/10	8/31/10
335	Compile documents that IEC already has and provide a list <i>ACTION: IEC</i>	7/20/10	
336	Provide comments on Chapter 4 of the draft Restoration Plan <i>ACTION: Trustees to Joe by 8/30</i>	7/21/10	9/21/10
337	Add a meeting calendar and agendas to the DOE HNRTC website <i>ACTION: Steve, Dana</i>	9/21/10	
338	Look into obtaining past invoices to provide to HNRTC <i>ACTION: Janis</i>	9/21/10	
339	Determine FY2010 carryover to FY2011	9/21/10	

	<b>Assignee/Action</b>	<b>Date Assigned</b>	<b>Date Completed</b>
	<i>ACTION: Steve, Trustees</i>		
340	Draft a resolution authorizing the Data/QA/QC TWG <i>ACTION: Russ</i>	9/22/10	
341	Determine the members of the Data/QA/QC TWG <i>ACTION: Jack, Trustees</i>	9/22/10	
342	Develop the agenda for a data meeting on Nov 16 <i>ACTION: Steve, Alix</i>	9/22/10	
343	Draft a resolution amending contract dates for Phase II deliverables <i>ACTION: Russ</i>	9/22/10	
344	Amend Phase II Gantt chart to reflect new deliverable dates and review cycle <i>ACTION: Steve, Callie</i>	9/22/10	
345	Determine how the Radiological Dose Profile should be counted toward the 12 CoC profiles <i>ACTION: Dana, IEC</i>	9/22/10	
346	Work with TWGs to identify questions that need to be answered for baseline study <i>ACTION: Callie, TWG Chairs</i>	9/22/10	
347	Send direction to the TWG Chairs to discuss the questions that need to be answered in the Baseline Study <i>ACTION: Russ</i>	9/22/10	
348	Check on groundwater upwelling activities <i>ACTION: Paul</i>	9/22/10	
349	Check on the status of Preliminary Remediation Goals <i>ACTION: Steve</i>	9/23/10	
350	Check with site managers on possible case studies for NRDAR integration <i>Action: Dana, Janis</i>	9/23/10	
351	Draft letter to DOE re: NRDAR and response integration <i>ACTION: Russ</i>	9/23/10	
352	Draft white paper on future uses of the Hanford site/green	9/23/10	

	<b>Assignee/Action</b>	<b>Date Assigned</b>	<b>Date Completed</b>
	energy park <i>ACTION: Paul</i>		
<b>353</b>	Talk to Colleen French about HNRTC participation in green energy park discussion/forum <i>ACTION: Janis</i>	9/23/10	

Issues to raise at the seniors meeting:

1. Regarding development of the FY2013 budget request
  - a. Direction on the development of individual trustee participation budgets
  - b. What are the sideboards?
  - c. What is the vision for FY2013 and beyond, including the pace of the work?
2. Access to HLAN and other Hanford data
3. What is the process for adopting and finalizing meeting notes for seniors' meetings?
4. Who should attend seniors' meetings? Should Council members attend?

The Council also identified the topics for its December 20<sup>th</sup> conference call:

1. Direction to the Aquatic TWG on questions for a chromium study
2. Sharing of NRDA examples by DOE, FWS, and NOAA to inform budget development process
3. Clarify assumptions on pace of NRDA work to help FY2013 budget development process
4. What are we looking for in a total RAD profile?
5. Direction to the Terrestrial TWG on a species profile for the pocket mouse and recommendations for other species
6. Approve the Project Coordinator position description
7. Finalize energy park/future site uses white paper
8. Document review, input, and feedback process and procedures