

OAK RIDGE SITE SPECIFIC ADVISORY BOARD



FY 2008 WORK PLAN

Steve McCracken
Asst. Manager of Environmental Management
Department of Energy – Oak Ridge Office

10/23/07
Date

Lance J. Mezga, Chair
Oak Ridge Site Specific Advisory Board

October 16, 2007
Date

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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 Environmental Management (EM) Site Specific Advisory Board (the Board) at Oak Ridge, Tennessee is to provide meaningful opportunities for collaborative dialogue among the diverse multicultural communities surrounding the Oak Ridge Reservation, EM, and the U.S. Department of Energy (DOE) Oak Ridge Office (ORO). The Board is chartered under the EM Site Specific Advisory Board 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 2008 are from Oak Ridge High School and Oliver Springs.

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 2008 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 11, 2007, at Rothchild

Catering in Knoxville. A summary of the retreat is available on ORSSAB website (<http://www.oakridge.doe.gov/em/ssab/>).

The FY 2008 organizational structure is shown in Figure 1. It includes an Executive Committee, four standing committees (Board Finance, Environmental Management, Public Outreach, and Stewardship), and two subcommittees (Oral History and Stewardship Education). As allowed by ORSSAB Bylaws, other committees may be formed as needed during the year to address specific issues.

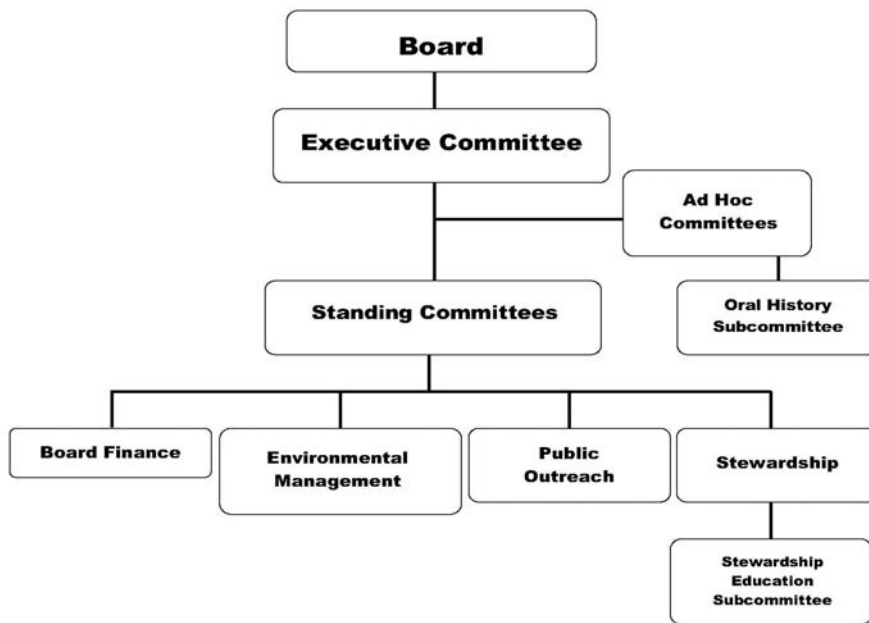


Figure 1. FY 2008 organizational structure.

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 2008 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.

BOARD FINANCE ACTIVITIES:

Month	Issue and Activities	Expected Output	Status
Sept. (held 10/1)	<ul style="list-style-type: none"> ▪ Review monthly expenditures ▪ Review the draft '09 ORSSAB work plan prior to presentation at the October board meeting 	<ul style="list-style-type: none"> ▪ Completed review 	<ul style="list-style-type: none"> ▪ Complete
Oct. 25	<ul style="list-style-type: none"> ▪ Review monthly expenditures ▪ Review '08 ORSSAB budget allocation from DOE ▪ Revise mission statement ▪ Discuss action items from the Oct. 1 Executive Committee meeting 	<ul style="list-style-type: none"> ▪ Completed reviews of expenditures and '08 budget ▪ Revised mission statement ▪ Resolution of action items 	<ul style="list-style-type: none"> ▪ Reviews complete ▪ Mission statement approved ▪ Action items resolved
Nov. 29	<ul style="list-style-type: none"> ▪ Review monthly expenditures ▪ Determine allocation of '07 carryover ▪ Discuss '09 budget requirements ▪ Review facilitation requests ▪ Schedule EM budget work plan 	<ul style="list-style-type: none"> ▪ Completed reviews of expenditures, '07 carryover, '09 budget requirements, and facilitation requests ▪ EM budget work plan 	<ul style="list-style-type: none"> ▪ Reviews complete ▪ EM budget work plan scheduled
Dec.	Meeting canceled		
Jan. 24	<ul style="list-style-type: none"> ▪ Review monthly expenditures ▪ Review '07 carryover and '08 allocation from DOE, and recommend allocation among expense categories ▪ Finalize '09 budget request, and submit to Executive Committee for approval and transmittal to DOE by Feb. 15 	<ul style="list-style-type: none"> ▪ Completed reviews ▪ Final '09 budget request 	<ul style="list-style-type: none"> ▪ Reviews complete ▪ Finalize '09 budget submitted to Executive Committee

Month	Issue and Activities	Expected Output	Status
Feb. 28	<ul style="list-style-type: none"> ▪ Review monthly expenditures ▪ Review government estimate of ORSSAB '09 budget request ▪ Review funding requests for new member recruitment and oral history ▪ Review chairs meeting travel requests 	<ul style="list-style-type: none"> ▪ Completed reviews 	<ul style="list-style-type: none"> ▪ Monthly expenditures reviewed ▪ Government estimate of ORSSAB '09 budget request complete ▪ Funding requests for new member recruitment and oral history reviewed ▪ Chairs meeting travel requests reviewed
Mar. 27	<ul style="list-style-type: none"> ▪ Monthly expenditures ▪ Expenditure & travel requests ▪ Recommendation on FY 2010 DOE-ORO EM Budget Request ▪ Flower fund 	<ul style="list-style-type: none"> ▪ Completed reviews of expenditures, requests, and recommendation ▪ Disposition of flower fund 	<ul style="list-style-type: none"> ▪ All reviews completed ▪ Mr. Dixon took responsibility for flower fund
April 24	<ul style="list-style-type: none"> ▪ Monthly expenditures ▪ FY 2010 DOE-ORO EM Budget Submittal 	<ul style="list-style-type: none"> ▪ Completed review of expenditures ▪ Update on budget submittal 	<ul style="list-style-type: none"> ▪ Review completed ▪ FY 2010 EM budget submittal postponed
May 29	<ul style="list-style-type: none"> ▪ Monthly expenditures ▪ Projected board costs for the remainder of the fiscal year ▪ FY 2010 DOE-ORO EM Budget Submittal 	<ul style="list-style-type: none"> ▪ Completed review of expenditures, projected board costs for the remainder of the fiscal year, and FY 2009 ORSSAB budget ▪ Update on budget submittal 	<ul style="list-style-type: none"> ▪ Reviews of expenditures, ORO budget, and projected board costs for the remainder of the fiscal year completed
June 26	<ul style="list-style-type: none"> ▪ Monthly expenditures ▪ FY 2009 ORSSAB budget 	<ul style="list-style-type: none"> ▪ Expenditure review ▪ Update on FY '09 ORSSAB budget 	<ul style="list-style-type: none"> ▪ Expenditure review and budget update completed
July 24	<ul style="list-style-type: none"> ▪ Monthly expenditures ▪ Preparation for retreat by reviewing '08 activities and tasks to carry over into '09 	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪
August 21	<ul style="list-style-type: none"> ▪ Monthly expenditures ▪ Election of '09 officers ▪ Report from DOE on '09 ORSSAB budget request ▪ Discussion of '09 tasks 	<ul style="list-style-type: none"> ▪ 	

RETREAT PLANNING ACTIVITIES:

Month	Issue and Activities	Expected Output	Status
Sept. (held 10/1)	<ul style="list-style-type: none"> ▪ Review monthly expenditures ▪ Review the draft '09 ORSSAB work plan prior to presentation at the October board meeting 	<ul style="list-style-type: none"> ▪ Completed review 	<ul style="list-style-type: none"> ▪ Complete
Oct. 25	<ul style="list-style-type: none"> ▪ Review monthly expenditures ▪ Review '08 ORSSAB budget allocation from DOE ▪ Revise mission statement ▪ Discuss action items from the Oct. 1 Executive Committee meeting 	<ul style="list-style-type: none"> ▪ Completed reviews of expenditures and '08 budget ▪ Revised mission statement ▪ Resolution of action items 	<ul style="list-style-type: none"> ▪ Reviews complete ▪ Mission statement approved ▪ Action items resolved
Nov. 29	<ul style="list-style-type: none"> ▪ Review monthly expenditures ▪ Determine allocation of '07 carryover ▪ Discuss '09 budget requirements ▪ Review facilitation requests ▪ Schedule EM budget work plan 	<ul style="list-style-type: none"> ▪ Completed reviews of expenditures, '07 carryover, '09 budget requirements, and facilitation requests ▪ EM budget work plan 	<ul style="list-style-type: none"> ▪ Reviews complete ▪ EM budget work plan scheduled
Dec.	Meeting canceled		
Jan. 24	<ul style="list-style-type: none"> ▪ Review monthly expenditures ▪ Review '07 carryover and '08 allocation from DOE, and recommend allocation among expense categories ▪ Finalize '09 budget request, and submit to Executive Committee for approval and transmittal to DOE by Feb. 15 	<ul style="list-style-type: none"> ▪ Completed reviews ▪ Final '09 budget request 	<ul style="list-style-type: none"> ▪ Reviews complete ▪ Finalize '09 budget submitted to Executive Committee
Feb. 28	<ul style="list-style-type: none"> ▪ Review monthly expenditures ▪ Review government estimate of ORSSAB '09 budget request ▪ Review funding requests for new member recruitment and oral history ▪ Review chairs meeting travel requests 	<ul style="list-style-type: none"> ▪ Completed reviews 	<ul style="list-style-type: none"> ▪ Monthly expenditures reviewed ▪ Government estimate of ORSSAB '09 budget request complete ▪ Funding requests for new member recruitment and oral history reviewed ▪ Chairs meeting travel requests reviewed

Month	Issue and Activities	Expected Output	Status
Mar. 27	<ul style="list-style-type: none"> ▪ Monthly expenditures ▪ Expenditure & travel requests ▪ Recommendation on FY 2010 DOE-ORO EM Budget Request ▪ Flower fund 	<ul style="list-style-type: none"> ▪ Completed reviews of expenditures, requests, and recommendation ▪ Disposition of flower fund 	<ul style="list-style-type: none"> ▪ All reviews completed ▪ Mr. Dixon took responsibility for flower fund
April 24	<ul style="list-style-type: none"> ▪ Monthly expenditures ▪ FY 2010 DOE-ORO EM Budget Submittal 	<ul style="list-style-type: none"> ▪ Completed review of expenditures ▪ Update on budget submittal 	<ul style="list-style-type: none"> ▪ Review completed ▪ FY 2010 EM budget submittal postponed
May 29	<ul style="list-style-type: none"> ▪ Monthly expenditures ▪ Projected board costs for the remainder of the fiscal year ▪ FY 2010 DOE-ORO EM Budget Submittal 	<ul style="list-style-type: none"> ▪ Completed review of expenditures, projected board costs for the remainder of the fiscal year, and FY 2009 ORSSAB budget ▪ Update on budget submittal 	<ul style="list-style-type: none"> ▪ Reviews of expenditures, ORO budget, and projected board costs for the remainder of the fiscal year completed
June 26	<ul style="list-style-type: none"> ▪ Monthly expenditures ▪ FY 2009 ORSSAB budget 	<ul style="list-style-type: none"> ▪ Expenditure review ▪ Update on FY '09 ORSSAB budget 	<ul style="list-style-type: none"> ▪ Expenditure review and budget update completed
July 24	<ul style="list-style-type: none"> ▪ Monthly expenditures ▪ Preparation for retreat by reviewing '08 activities and tasks to carry over into '09 	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪
August 21	<ul style="list-style-type: none"> ▪ Monthly expenditures ▪ Election of '09 officers ▪ Report from DOE on '09 ORSSAB budget request ▪ Discussion of '09 tasks 	<ul style="list-style-type: none"> ▪ 	

EM BUDGET & PRIORITIZATION ACTIVITIES:

Month	Issue and Activities	Expected Output	Status
Sept.	▪	▪	▪
Oct. 25	▪	▪	▪
Nov. 29	▪	▪	▪
Dec.	▪	▪	▪
Jan. 24	▪ Begin evaluation	▪ Path forward	▪ Path forward set
Feb. 28	<ul style="list-style-type: none"> ▪ Discuss February board presentation on '08 budget and '09-'14 validated baseline ▪ Review '08 - '13 5-year plans and President's '09 budget 	▪ Path forward on development of a recommendation on the DOE-ORO FY 2010 budget request	▪ Steve Dixon will work with the EM committee to come up with a recommendation and present it to the Board Finance & Process and Executive committees in March
Mar. 27	▪ Develop recommendation for submittal to board at April meeting	▪ Approved recommendation	▪
April 24	▪	▪	▪
May 29	▪	▪	▪
June 26	▪	▪	▪
July 24	▪	▪	▪
August 21	▪	▪	

**Environmental Management Committee
FY 2008 Work Plan Tracking Chart**

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
Sept.	ORSSAB – Chuck Jensen, 539-9000 cjensen@dts9000.com DOE – Jim Kopotic, 576-9441 KopoticJD@oro.doe.gov BJC – EPA – TDEC - DOE - Dave Adler 576-4094 adlerdg@oro.doe.gov	Independent Verification of Cleanup at ETTP Explanation of characterization process for CH and RH TRU in conjunction with Savannah River Site	Update on activities	Presentation given: Recommendation written and sent to Executive Committee for presentation to the board in March. Dave Adler provided report. Suggested a more complete report from Bill McMillan. Committee took no further action at this time.

Month	Issue Manager	Issue/Activities	Expected Output	Status
Oct.	ORSSAB – Tim Myrick 945-1275 myrickte@comcast.net	Detection of radiation contamination in picket wells in Melton Valley (joint meeting with Stewardship on Oct. 16)	Possible recommendation	Presentation given. No action at this time.
	DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov			
	BJC – Dick Ketelle, 574-5762, ketellerh@ornl.gov		Joint Intergovernmental Meeting Oct. 16-18 Snowbird, Utah	
	TDEC – John Owsley		Update on activities	D3 version has been approved. ARCADIS has reviewed the document and provided report to committee in January.
	DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov	Update on ETTP RIFS		
Nov.	Meeting cancelled			
	ORSSAB – Norman Mulvenon, 482-3153 mulvenon@juno.com	ETTP Accelerated Cleanup	Update on activities	Moved to May.
	DOE – Jim Kopotic, 576-9441 KopoticJD@oro.doe.gov	ETTP Ponds Progress	Update on activities	Moved to May
	EPA -			
	TDEC – John Owsley			

Month	Issue Manager	Issue/Activities	Expected Output	Status
Dec.	ORSSAB – Rhonda Bogard 574-3539 bogardrs@y12doe.gov	Update on K-25 D&D	Update on activities	topic moved to full board presentation
	DOE – Jack Howard 576-5982 howardjl@oro.doe.gov	Perma-Fix Conference December 10-13 Nashville, Tenn.		
	ORSSAB – Tim Myrick 945-1275 myrickte@comcast.net	Engineering and Technology Roadmap	Possible recommendation or comments to DOE HQ	Presentation made by Elizabeth Phillips, Recommendation approved by full board, February 2008.
	DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov	Recommendation on writing future ESDs	Recommendation	Recommendation written by R. Murphree and approved by committee. Sent to Executive Committee to be presented to full board in March.
ORSSAB – Ron Murphree 637-1925 rmurphree@denark.com				

Month	Issue Manager	Issue/Activities	Expected Output	Status
Jan.	<p>ORSSAB – Norman Mulvenon 482-3153 mulvenon@juno.com</p> <p>DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov Jason Darby 241-6343 DarbyJD@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p> <p>TDEC –</p>	<p>2007 RER – Joint Meeting with Stewardship</p> <p>ARCADIS provided report on review of ETPP RIFS D3</p>	<p>Presentation on the 2007 RER</p> <p>Possible recommendation</p>	<p>Stewardship Committee to take lead in developing recommendation on future RERs.</p> <p>Committee will discuss report in February.</p>
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> Health Physics Society Conference Jan. 27-30 Oakland, Calif. </div>				
Feb.	<p>ORSSAB – Tim Myrick 945-1275 myrickte@comcast.net</p> <p>DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p> <p>TDEC –</p>	<p>Review ARCADIS report on ETPP RIFS D3</p> <p>Update on Status of MSRE Fuel Salt Removal</p> <p>Discussion of C. Gelles' waste disposition presentation to full board in January.</p>	<p>Possible recommendation</p> <p>Status Report</p> <p>Determine if there are any unresolved issues or recommendations to be developed.</p>	<p>Draft recommendation written and presented to committee at March meeting</p> <p>Time at February meeting did not allow for discussion. Moved to March</p>

Month	Issue Manager	Issue/Activities	Expected Output	Status
March	<p>ORSSAB – Tim Myrick 945-1275 myrickte@comcast.net</p> <p>DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov</p> <p>Luther Gibson, 576-8078 lvg@y12.doe.gov</p> <p>BJC –</p> <p>EPA –</p> <p>TDEC –</p>	<p>FY 2010 Budget</p> <p>Discussion of C. Gelles' waste disposition presentation to full board in January.</p> <p>Develop three top issues for SSAB chairs meeting in April</p>	<p>Possible recommendation</p> <p>Determine if there are any unresolved issues or recommendations to be developed.</p>	<p>Developed first draft and forwarded to Process and Finance</p> <p>Luther Gibson will draft a recommendation on the WIMS.</p> <p>Completed and forwarded to Exec. Com.</p>

Month	Issue Manager	Issue/Activities	Expected Output	Status
April	<p>ORSSAB – Ron Murphree 637-1925 DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov</p> <p>ORSSAB – Luther Gibson, 576-8078 lvg@y12.doe.gov DOE – Joy Sager, 574-9157, sagerjl@oro.doe.gov</p> <p>BJC - EPA – TDEC –</p>	<p>Building 3019 update</p> <p>TSCA Incinerator – Burn Plan update</p>	Possible recommendation	<p>No recommendation at this time. Gary Riner will be invited back in about six months for an update.</p> <p>Moved to May</p>
May	<p>ORSSAB – Norman Mulvenon, 482-3153 mulvenon@juno.com</p> <p>DOE – Jim Kopotic, 576-9441 KopoticJD@oro.doe.gov</p> <p>ORSSAB – Luther Gibson, 576-8078 lvg@y12.doe.gov DOE – Joy Sager, 574-9157, sagerjl@oro.doe.gov</p> <p>BJC – EPA – TDEC –</p>	<p>ETTP Accelerated Cleanup</p> <p>ETTP Ponds Progress</p> <p>TSCA Incinerator – Burn Plan update</p>	<p>Update on activities</p> <p>Update on activities</p>	<p>Presentation made by Jim Kopotic. No recommendation</p> <p>Time did not allow for discussion.</p> <p>Presentation made. No recommendation.</p>
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> EPA Brownfield Conference May 5-7 Detroit, Mich. </div>				

Month	Issue Manager	Issue/Activities	Expected Output	Status
June	ORSSAB – John Coffman 220-0046 jcoffman@denuke.com	Newly Generated Waste Accumulation	Possible recommendation	No recommendation at this time
	DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov	K-25 D&D update	Update on progress.	Moved to July
	BJC –	Air and Waste Management Conference June 24-27 Portland, Oregon		
	EPA –			
	TDEC –			
	DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov	Safety Update		
		Review recommendation on WIMS – Luther Gibson		Committee passed recommendation and forwarded to Executive Committee
		Review recommendation on S&M – Bob Olson		Committee agreed on basic language. Will be submitted again in July for final vote.

Month	Issue Manager	Issue/Activities	Expected Output	Status
July	<p>ORSSAB –</p> <p>DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov</p> <p>Jim Kopotic, 576-9441 KopoticJD@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p> <p>TDEC –</p>	<p>Operation of TRU Waste Processing Facility</p> <p>K-25 D&D update</p> <p>Review recommendation on surveillance and maintenance (since changed to recommendation on IFDP)</p> <p>FY 2008 Accomplishments</p> <p>Suggested top issues and accomplishments for presentation at Fall SSAB Chairs' meeting</p>	<p>Possible recommendation</p> <p>Update on progress.</p> <p>Committee reviewed accomplishments</p> <p>Committee provided several suggestions</p>	<p>Moved to August</p> <p>Presentation given. Updates will be provided regularly</p> <p>Recommendation approved at this meeting.</p> <p>Accomplishments will be presented at August annual retreat.</p> <p>Suggestions forwarded to Executive Committee</p>
August	<p>ORSSAB – Gloria Mei 574-0188</p> <p>ORSSAB – Bob Olson 463-8608 Olson.bob2@comcast.net</p> <p>DOE- Dave Adler 576-4094 adlerdg@oro.doe.gov</p> <p>BJC-</p> <p>EPA-</p> <p>TDEC –</p>	<p>Operation of TRU Waste Processing Facility</p> <p>Bear Creek Burial Ground Decision Document (item to consider – shock sensitive material)</p> <p>Develop FY 2009 Work Plan</p>	<p>Possible recommendation</p>	<p>Carry over to FY 2009</p>

Potential Topics

Issue Manager	Issue/Activities
ORSSAB – DOE – BJC – EPA –	Application of any Natural Resource Damage Assessment (carryover from 2007 work plan; also identified at annual meeting as a possible Stewardship topic)
ORSSAB – DOE – BJC – Julie Pfeffer, 241-1602 pfefferjl@bechteljacobs.org EPA –	Application of Ecological Risk Assessments in Upcoming Decision Documents (carryover from 2007 work plan)
ORSSAB – DOE – BJC – EPA –	Proposed Plan on ETTP Sitewide record of decision

Ongoing Topics

Issue Manager	Issue/Activities
ORSSAB – DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov BJC – EPA –	Safety updates (quarterly)

Issue Manager	Issue/Activities
ORSSAB – DOE – BJC – EPA –	Operation of CERCLA Waste Cell Presentation provided at full board meeting in June
ORSSAB – Chuck Jensen, 539-9000 cjensen@dts9000.com DOE – Jim Kopotic, 576-9441 KopoticJD@oro.doe.gov BJC – EPA –	Independent Verification of Cleanup at ETPP Closed. Presentation given in September: Recommendation written and sent to Executive Committee for presentation to the board in March.
ORSSAB – DOE – BJC – Julie Pfeffer, 241-1602 pfefferjl@bechteljacobs.org EPA –	David Witherspoon Cleanup
ORSSAB – DOE – BJC – EPA –	Ambient Air Monitoring at Toxic Substances Control Act Incinerator Closed. Update provided at May meeting.
ORSSAB – John Coffman 220-0046 jcoffman@denuke.com DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov BJC – EPA –	Newly generated waste Closed. Presentation given in June. Committee decided no action was necessary.

Issue Manager	Issue/Activities
<p>ORSSAB – Norman Mulvenon, 482-3153 mulvenon@juno.com</p> <p>DOE – Jim Kopotic, 576-9441 KopoticJD@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p>	<p>K-1007 Ponds Ecological Enhancement Closed. Update given at May meeting.</p>
<p>ORSSAB – Tim Myrick 945-1275 myrickte@comcast.net</p> <p>DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov</p> <p>BJC-</p> <p>EPA-</p>	<p>Integrated Facilities Disposition Project Closed. Committee approved a recommendation on IFDP at July meeting.</p>

FY 2008

Public Outreach Committee Work Plan

The goal of the ORSSAB Public Outreach Committee is to implement the Board's mission statement as it relates to community involvement: *"The Board is committed to reflecting the concerns of the communities impacted by environmental management of the Oak Ridge Reservation and to serving as a communications 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
Sept. 25	<ul style="list-style-type: none"> ▪ Elect FY 2008 officers ▪ Publish October Advocate ▪ Make high school presentations ▪ Discuss second draft of EM poster ▪ Review planning calendar 	<ul style="list-style-type: none"> ▪ Elected leadership ▪ Completed Advocate and presentations ▪ Completed reviews of EM poster and planning calendar 	<ul style="list-style-type: none"> ▪ Jan Teague and Kevin Westervelt elected chair & vice chair ▪ Advocate sent to printer ▪ Decisions made on future presentations ▪ EM poster revised and sent out for last review
Oct. 23	<ul style="list-style-type: none"> ▪ Elect vice chair ▪ Review FY 2007 annual report plan and schedule ▪ Review planning calendar 	<ul style="list-style-type: none"> ▪ Election of vice chair ▪ Approved annual report plan and schedule ▪ Completed calendar review 	<ul style="list-style-type: none"> ▪ Election of vice chair postponed ▪ Annual report plan approved ▪ Calendar review completed
Nov. 27	<ul style="list-style-type: none"> ▪ Elect vice chair ▪ Review FY 2007 annual report ▪ Review January Advocate editorial plan & schedule ▪ Review planning calendar ▪ Set date of December meeting ▪ Discuss library list of community organizations 	<ul style="list-style-type: none"> ▪ Election of vice chair ▪ Approved annual report ▪ Completed Advocate editorial plan & schedule ▪ Completed calendar review ▪ Date for December meeting ▪ Decision on organizations to make presentations to 	<ul style="list-style-type: none"> ▪ Bill Bass elected vice chair ▪ Annual report and Advocate plan & schedule approved ▪ Calendar review completed ▪ December meeting canceled ▪ Organization list review postponed until January
Dec.	Meeting canceled		
Jan. 30	<ul style="list-style-type: none"> ▪ Evaluate the Stakeholder Survey and the method of its distribution ▪ Finalize FY 2009 budget request ▪ Review compiled list of groups to which the committee would like to make presentations ▪ Review potential presentations for Channel 15 ▪ Follow-up on the picket wells topic ▪ Review planning calendar 	<ul style="list-style-type: none"> ▪ Decision on Stakeholder Survey ▪ Final FY 2009 budget request ▪ Decision on groups to which the committee would like to make presentations ▪ Decision on potential presentations for Channel 15 ▪ Path forward on follow-up on the picket wells topic 	<ul style="list-style-type: none"> ▪ Stakeholder Survey distribution OK'd; questions to be discussed in May ▪ FY 2009 budget request approved ▪ Decision made on four groups to make presentations to ▪ Decision made on potential presentations for Channel 15 ▪ Picket wells topic closed with action for Adler & John Owsley
Feb. 26	<ul style="list-style-type: none"> ▪ Review April Advocate editorial plan and schedule ▪ Discuss participation in AMSE Earth Day ▪ Generate chairs meeting topics 	<ul style="list-style-type: none"> ▪ Approval of Advocate editorial plan & schedule ▪ Path forward on Earth Day ▪ Chairs meeting topics 	<ul style="list-style-type: none"> ▪ Advocate plan approved, with changes ▪ Earth Day volunteers to be solicited at March board meeting ▪ Chairs meeting topics generated

Month	Events and Activities	Expected Output	Status
	<ul style="list-style-type: none"> ▪ Review planning calendar 		
Mar. 25	<ul style="list-style-type: none"> ▪ Review planning calendar ▪ Finalize Earth Day planning ▪ Discuss Stakeholder Survey format 	<ul style="list-style-type: none"> ▪ Planning calendar update ▪ Earth Day planning complete ▪ Stakeholder Survey format redesign 	<ul style="list-style-type: none"> ▪ Calendar updated ▪ Earth Day staffing schedule to be finalized 1st week of April ▪ Stakeholder Survey format determined
Apr. 22	<ul style="list-style-type: none"> ▪ Secret City Festival participation ▪ Planning calendar ▪ Oak Ridge Library list of local organizations for consideration of new presentation opportunities 	<ul style="list-style-type: none"> ▪ Secret City Festival participation decision ▪ Planning calendar update ▪ Decision on presentations to organizations from library list 	<ul style="list-style-type: none"> ▪ Committee agreed to pursue participation in Secret City ▪ Calendar updated ▪ Decision made on four groups to make presentations to
May 27	<ul style="list-style-type: none"> ▪ July Advocate editorial plan and schedule ▪ Secret City Festival participation ▪ Planning calendar 	<ul style="list-style-type: none"> ▪ Approval of Advocate editorial plan & schedule ▪ Path forward on Secret City ▪ Planning calendar update 	<ul style="list-style-type: none"> ▪ Advocate editorial plan & schedule approved ▪ Path forward on Secret City set ▪ Calendar updated
June 24	<ul style="list-style-type: none"> ▪ Preparation for retreat by reviewing '08 activities and tasks to carry over into '09 ▪ Oak Ridge Library list of local organizations for consideration of new presentation opportunities ▪ Planning calendar 	<ul style="list-style-type: none"> ▪ List of '08 activities and tasks to carry over into '09 ▪ Decision on presentations to organizations from library list ▪ Planning calendar update 	<ul style="list-style-type: none"> ▪ Activities and tasks list completed ▪ Decision made on three groups to make presentations to ▪ Calendar updated
July 22	<ul style="list-style-type: none"> ▪ Stakeholder Survey results analysis ▪ Issues for chairs meeting ▪ Planning calendar 	<ul style="list-style-type: none"> ▪ Completed analysis ▪ List of chairs meeting issues ▪ Planning calendar update 	<ul style="list-style-type: none"> ▪
Aug. 26	<ul style="list-style-type: none"> ▪ FY 2009 work plan ▪ October Advocate editorial plan and schedule ▪ Election of FY 2009 officers ▪ Planning calendar 	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪

**Stewardship Committee
FY 2008 Work Plan Tracking Chart**

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
Sept.	<p>ORSSAB – Norman Mulvenon, 482-3153 mulvenon@juno.com Lorene Sigal, 482-4125, lagis@comcast.net</p> <p>DOE – Pat Halsey, 576-4025, halseypj@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p> <p>TDEC -</p>	Stewardship Map	Development of map for DOEIC showing areas of remediation and waste in place	Presentation made by Mr. Mulvenon. Recommendation approved by committee and passed by the full board in November to ask DOE to develop a Stewardship map for display in DOE Information Center.
Oct.	<p>ORSSAB – Ted Lundy, 577-9170, tslssab@usit.net</p> <p>DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov</p> <p>BJC – Dick Kettle, 574-5762, kettellerh@ornl.gov</p> <p>EPA –</p> <p>TDEC – John Owsley, Dale Rector</p> <p>DOE – Ralph Skinner, 576-7403, skinnerrm@oro.doe.gov</p>	<p>Detection of radiation contamination in picket wells in Melton Valley; combined meeting with EM</p> <p>Melton Valley general public notice</p>	<p>Possible recommendation</p> <div data-bbox="777 1314 1305 1436" style="border: 1px solid black; padding: 5px; text-align: center;"> <p>Joint Intergovernmental Meeting Oct. 16-18 Snowbird, Utah</p> </div>	<p>No action taken at this time.</p> <p>Notice has been written and approved by DOE Public Affairs, will be placed on DOE website and in local newspapers</p>

Month	Issue Manager	Issue/Activities	Expected Output	Status
Nov.	ORSSAB - David Martin, 617-0501, dmartin@ieee.org DOE – Ralph Skinner, 576-7403, skinnerrm@oro.doe.gov BJC – EPA – TDEC –	Status of filing property notices in Anderson and Roane County Discussion of possible recommendation on historic preservation at K-25 Discussion of Contamination in Melton Valley Picket Wells from October Meeting Discussion of Draft Recommendation for Long-term Stewardship Map (carryover from October meeting)	Update on progress Possible recommendation	Anderson County has been working with Roane county to set up a similar recording method as Anderson County for cross referencing property notices and plat maps. Committee will ask for more detail on the topic at the December meeting Time did not allow for discussion at November meeting. Will be placed on December agenda. Concurrence on recommendation gathered through email. Passed by full board at November 2007 meeting.

Month	Issue Manager	Issue/Activities	Expected Output	Status
Dec.	ORSSAB – Darryl Bonner 241-2587 bonnerdc@bechteljacobs.org DOE – Ralph Skinner, 576-7403, skinnerm@oro.doe.gov BJC – EPA – TDEC –	Discussion of possible recommendation on historic preservation at K-25	Possible recommendation	Presentations made by PKP and AMSE. Subcommittee formed to study proposal and formulate recommendation or suggestions to DOE.
		Discussion of Contamination in Melton Valley Picket Wells from October Meeting		Issue transferred to Public Outreach Committee
Jan.	ORSSAB – John Million, 483-0756, jmillion@att.com DOE – Jason Darby, 241-6343, darbyjd@oro.doe.gov DOE – Ralph Skinner, 576-7403, skinnerm@oro.doe.gov BJC – EPA – TDEC –	2007 Remediation Effectiveness Report – Joint meeting with EM	Presentation on the 2007 RER Possible recommendation	Committee will take lead in writing a recommendation on future RERs. Mr. Skinner hopes to have ORO and Y-12 concurrence on directive by February.
		Discussion of revised Stewardship Directive		

Month	Issue Manager	Issue/Activities	Expected Output	Status
Feb.	ORSSAB – Ben Adams, 482- DOE – 7403, skinnerm@oro.doe.gov Jason Darby, 241-6343, darbyjd@oro.doe.gov BJC – EPA – TDEC –	Inclusion of the Information System	Review deed Waste Management Symposium Feb. 24-28 Phoenix, Ariz.	
	Meeting cancelled. Main topic rescheduled for March.			
March	ORSSAB – Ben Adams, 482- 4451, badams@achw.com DOE – Ralph Skinner, 576- 7403, skinnerm@oro.doe.gov Jason Darby, 241-6343, darbyjd@oro.doe.gov ORSSAB – Darryl Bonner 241-2587 bonnerdc@bechteljacobs.org ORSSAB – Darryl Bonner 241-2587 bonnerdc@bechteljacobs.org BJC – EPA – TDEC -	Inclusion of the Melton Valley Land Use Controls in Oak Ridge Env. Information System Possible recommendation on K-25 historic preservation from subcommittee Discuss January presentation on 2007 Remediation Effectiveness Report Develop suggestions for top three issues for Oak Ridge for EM SSAB spring meeting	Review deed restriction language for land use in Melton Valley Any recommendation on K-25 historic preservation will likely be approved outside of committee by email prior to meeting on March 18. Possible recommendation	Postponed Full board passed recommendation. Minority recommendation included. Jason Darby will return in April to explain the RER format in depth and answer questions Completed and forwarded to Executive Committee for consideration

Month	Issue Manager	Issue/Activities	Expected Output	Status
April	<p>ORSSAB – DOE – Ralph Skinner, 576-7403, skinnerm@oro.doe.gov</p> <p>ORSSAB – Darryl Bonner 241-2587 bonnerdc@bechteljacobs.org</p> <p>DOE – Jason Darby, 241-6343, darbyjd@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p> <p>TDEC –</p>	<p>Review draft of Melton Valley deed restriction</p> <p>Explanation of RER format</p>	<p>Possible recommendation</p> <p>Possible recommendation</p>	<p>Draft not ready for review. Postponed to later date (unspecified).</p> <p>DOE will update annotated outline and submit to committee for review and comment.</p>
May	<p>ORSSAB – DOE – Ralph Skinner, 576-7403, skinnerm@oro.doe.gov</p> <p>ORSSAB - Norman Mulvenon, 482-3153 mulvenon@juno.com</p> <p>BJC –</p> <p>EPA –</p> <p>TDEC –</p>	<p>Review latest version of Bethel Valley LUCIP Schedule for Stewardship directive</p> <p>Review ORNL Interpretive Plan for Stewardship implications</p>	<p>Possible recommendation concerning LUCIPS reservation-wide</p> <p>Possible recommendation</p>	<p>Pat Halsey gave a status update on comment resolution. A D2 version has been sent to EPA. No recommendation made.</p> <p>Committee will seek to have someone from ORNL speak to the committee about implications of IFDP on historic preservation.</p> <p>Annotated outline reviewed. Comments provided to Jason Darby by individual committee members.</p> <p>Comments due on LTS Directive by August meeting.</p>
		<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> EPA Brownfield Conference May 5-7 Detroit, Mich. </div>		
		<p>Review RER annotated outline</p> <p>Review revised Long-term Stewardship Directive</p>		

Month	Issue Manager	Issue/Activities	Expected Output	Status
June	ORSSAB – DOE – BJC – EPA – TDEC – ORSSAB - Darryl Bonner 241-2587 bonnerdc@bechteljacobs.org	Possible report on K-25 North Tower preservation. <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;">Air and Waste Management Conference June 24-27 Portland, Oregon</div> Lessons Learned on K-25 Historic Preservation Review FY 2008 accomplishments	 Possible recommendation	Postponed Committee passed recommendation and forwarded to Executive Committee Accomplishments will be provided at August annual meeting.
July	ORSSAB – DOE – BJC – EPA – TDEC –	Review FY 2008 accomplishments <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;">July meeting cancelled</div> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;">Risk Training Workshop DOEIC July 15</div> Provide suggested top issues and one accomplishment by the board for Fall SSAB Chairs' meeting	 Provide suggested top issues and one accomplishment by the board for Fall SSAB Chairs' meeting	Moved to June Suggestions provided by individual members via email since the committee did not meet in July
August		Develop FY 2009 Work Plan	Comments due on LTS Directive	

Potential Topics

Issue Manager	Issue/Activities
ORSSAB – DOE – BJC – EPA –	Application of Natural Resource Damage Assessments (per 2007 annual meeting)
ORSSAB – DOE – BJC – EPA -	Understanding criteria for construction of institutional controls (carryover from 2007)
ORSSAB – DOE – BJC – EPA -	DOE budget and project prioritization
ORSSAB – DOE – BJC – EPA -	Review the 2007 RER (presentation topic for Environmental Management for January) Status. DOE has updated the annotated outline to reflect changes in the RER format. Comments asked for by end of June. Committee members submitted comments informally.
ORSSAB – DOE – BJC – EPA -	Defined and consistent use of terms in documentation (carryover from 2007)
ORSSAB – DOE – BJC – EPA -	Survey of Melton Valley to confirm waste left in place is located on a grid system (carryover from 2007). Closed. Committee drafted recommendation and was passed by the board. DOE declined the recommendation.

Issue Manager	Issue/Activities
ORSSAB – DOE – BJC – EPA -	Study of declaration sections of records of decision to determine if language is acceptable, particularly in calling for land use controls.
ORSSAB – DOE – BJC – EPA -	Evaluate how closure facilities (Rocky Flats, Fernald, Weldon Springs, Mound) are managing long-term stewardship; carryover from 2007)
ORSSAB – DOE – BJC – EPA -	Review Melton Valley Property Record Notices, per the Melton Valley RAR, (recommendation 139 milestone) Status. Notice has been written and approved by DOE Public Affairs; placed on DOE website and in local newspapers.

Ongoing Topics

Issue Manager	Issue/Activities
ORSSAB – DOE – BJC – EPA -	Monitor the progress of the Long-term Stewardship Directive and Implementation Plan Status. A revised directive was submitted to the committee in June for review. Comments are requested by August meeting.

Issue Manager	Issue/Activities
ORSSAB DOE – BJC – EPA -	Make presentations to community groups of the “Status Report for the Community on Long-term Stewardship”
ORSSAB – DOE – BJC – EPA -	Enforceable Institutional Controls/Land Use Control Implementation Plans
ORSSAB – Al Brooks, Norman Mulvenon DOE – BJC – EPA-	Passage of general act to ensure land records and associated plat maps are cross referenced to one another in county land records Status. Act was introduced in this year’s legislative session. No action on the proposed legislation was taken during this year’s session.
ORSSAB – Donna Campbell, Ashlyn Hall, Lorene Sigal, Norman Mulvenon DOE – BJC – EPA -	Development of Stewardship video Status. Subcommittee began meeting in June.
ORSSAB – Norman Mulvenon, Lorene Sigal DOE – Pat Halsey BJC – EPA -	Development of Stewardship Map for DOE Information Center Closed. Committee recommended development of a map. DOE agreed. Stewardship Subcommittee worked to develop the map, which is posted in the DOEIC.

FY 2008

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.

Month	Events and Activities	Expected Output	Status
Sept. 20	<ul style="list-style-type: none"> ▪ Finalize '08 work plan ▪ Discuss postcard responses ▪ Discuss kit revisions 	<ul style="list-style-type: none"> ▪ Final '08 work plan ▪ Path forward on postcard responses & kit revisions 	<ul style="list-style-type: none"> ▪ Work plan development ongoing ▪ Revised PowerPoint files will be sent to all kit holders ▪ Heather's kit revisions will be incorporated; reordering to be discussed in October
Oct. 18	<ul style="list-style-type: none"> ▪ Review Heather's slide revisions and determine order ▪ Set date of Nov. meeting 	<ul style="list-style-type: none"> ▪ Decision on slide revisions and order ▪ Nov. meeting date 	<ul style="list-style-type: none"> ▪ Changes and additions made to Lesson 1 slides ▪ Nov. date set for the 15th
Nov. 15	<ul style="list-style-type: none"> ▪ Review Lesson 1 PowerPoint slides ▪ Discuss Lessons 2-5 slides 	<ul style="list-style-type: none"> ▪ Revisions to slides 	<ul style="list-style-type: none"> ▪ Continued review of Lesson 1 slides
Dec. 20	<ul style="list-style-type: none"> ▪ Complete review of Lesson 1 slides ▪ Discuss Lesson 2 slides 	<ul style="list-style-type: none"> ▪ Revisions to slides 	<ul style="list-style-type: none"> ▪ Revisions made to Lesson 1 slides
Jan. 17	<ul style="list-style-type: none"> ▪ Complete review of Lesson 1 slides ▪ Discuss Lesson 2 slides ▪ Discuss teachers workshop and distribution of hard copies of the kit ▪ Review '09 budget request 	<ul style="list-style-type: none"> ▪ Revisions to slides ▪ Path forward on teachers workshop and distribution of hard copies of the kit ▪ '09 budget request 	<ul style="list-style-type: none"> ▪ Two slides lacking on Lesson 1 slides ▪ Lesson 2 slide review and distribution of hard copies of the kit moved to February ▪ Planning for teachers workshop set for June ▪ '09 budget request complete
Feb. 21	<ul style="list-style-type: none"> ▪ Review Lesson 1 slides 35 and 39 ▪ Review Lessons 2 and 3 slides ▪ Discuss distribution of hard copies of the kit 	<ul style="list-style-type: none"> ▪ Revisions to slides ▪ Path forward on distribution of hard copies of the kit 	<ul style="list-style-type: none"> ▪ Revisions to Lesson 1 slides 35 and 39 postponed ▪ Revisions to Lesson 2 slides begun ▪ Path forward on distribution of hard copies of the kit postponed

Month	Events and Activities	Expected Output	Status
Mar. 17	<ul style="list-style-type: none"> ▪ Review Lesson 1 slides 35 and 39 ▪ Review Lessons 2 and 3 slides ▪ Discuss distribution of hard copies of the kit 	<ul style="list-style-type: none"> ▪ Revisions to slides ▪ Path forward on distribution of hard copies of the kit ▪ 	<ul style="list-style-type: none"> ▪ Two changes made to Lesson 2 slides
Apr. 17	<ul style="list-style-type: none"> ▪ Lesson 1 slides 35 and 39 ▪ Lessons 2 and 3 slides ▪ Distribution of hard copies of the kit 	<ul style="list-style-type: none"> ▪ Revisions to slides ▪ Path forward on distribution of hard copies of the kit 	<ul style="list-style-type: none"> ▪ Lesson 1 slides and distribution of hard copies of the kit postponed ▪ Changes to Lesson 2 slides approved ▪ Suggestions for graphics made for Lesson 3 slide
May 22	<ul style="list-style-type: none"> ▪ Lesson 1 slides 35 and 39 ▪ Lessons 2 and 3 slides ▪ Distribution of hard copies of the kit ▪ 	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪
June 19	<ul style="list-style-type: none"> ▪ Lesson 4 slides ▪ Planning for teachers workshop 	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪
July 17	<ul style="list-style-type: none"> ▪ Lesson 5 slides 	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪
Aug. 21	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪