
CBDPP I&M Committee Meeting Minutes

July 07, 2011

2430 Stevens / CR 297

ATTENDEES:

Shawna Flood	Darrell Riffe
Michele Solano	Scott Seydel
Mike Kelly	Vince Eilertsen
John Hanson	Rodney Robinson
Chris Tannahill	Larry Sherman
Randy Phenneger	Joseph Samuels
Chuck Wildman	Thomas Morris
Mike Butts	Sam Murff
Mark Fisher	Emily Millikin
Lisa Hart	Colby Smith
Kirk Domina	Calin Tebay
Carl Dunn	Silvette Boyajian
Karen Phillips	Mary Sams
	Richard Urie

INTRODUCTIONS:

Introductions were made around the room.

SAFETY TOPIC:

- Lisa Hart gave an overview of Room 7 at the HAMMER Al Alm Building. Room 7 has two emergency doors. The Fire Alarm will go off and is also voice activated. The Take Cover Alarm will come over the loud speaker. The Staging Area is outside of the mobile office. The Emergency telephone number is 911 and the Emergency cell phone number is 373-0911.
- There have been a lot of car prowls in Kennewick and it is becoming almost an epidemic. 80% of the thefts are from unlocked vehicles.

NEW BUSINESS:

- **Quorum:**
 - Chris Tannahill, Alternate for Bob Legard, represented CWB&T.
 - Thomas Morris, Alternate for Leo Wickstrand, represented HAMTC/WRPS.
 - Committee had full quorum.
- **Learning Objectives for the BWP Training**
 - Lisa Hart introduced John Hanson, Lead for IH/IHT Training and Vince Eilertsen who is assisting with the Training.

- The Committee was asked to review two handouts for HAMMER Course 004113 – Beryllium Hazard Assessment and BWP Preparation Learning Objectives and the Beryllium Work Permit and Beryllium Hazard Assessment Project Plan, to obtain verification to move forward with training.
- The Committee approved the Learning Objectives and Project Plan and advised HAMMER to move forward.
- It was stressed to the Committee the importance of having IH's participate and sit on the Committee as they will be doing all of the work and would have the most valuable knowledge. The Committee meets once a week for 5-6 hours for a total of 3-4 weeks. HAMMER is also asking for IH's to conduct this training. There is a "training trainers" class scheduled for August 8, 2011, for those IH's able to assist with training this course. The training for this Product will start approximately in October, 2011.
- Obtaining a Technical Editor/Writer is still being negotiated by Darrell Riffe and Brain Harkins.
- Three items will be addressed at the VP Be Monthly Meeting, which is scheduled for Tuesday, July 12, 2011.
 - Development – This Product has already gone through the 90% Presentation Process and been approved, however, now there are items that need to be addressed and be incorporated into the training (i.e. Records Retention).
 - Resources – Resources are extremely limited due to recent layoffs and providing IH/IHT resources would be a hardship to the workforce of each contractor.
 - Medical Clearance – How will medical clearance tie into this? The training course can be taken without the medical but must have a procedure to train to. The target audience is still the IH/IHT's but it affects others such as PICS, Planners, etc.
- **Draft Communication for BWP:**
 - A Communication for the BWP was drafted up for Committee review. A suggestion was made to run this Communication through the Communications Sub-committee Group: Darrell Riffe, Scott Seydel, Mark Fisher and Mike Stoner. It was previously determined that all Communications would go through the Communications Sub-committee Group prior to the Committee reviewing any draft; which would coordinate with Geoff Tyree and together develop the Communications.
 - The Committee agreed that Darrell would set up a meeting with Geoff Tyree and the Communications Sub-committee Group to determine the most appropriate Communications to bring back to the Committee for review.
 - After the Committee determined this course of action, a discussion was held regarding the drafted Communication for the BWP. It was stated that listing the 60/90% Presentations is very distracting; field workers don't understand it and

they want to know why it isn't 100%. By listing Procedures approved, field workers wonder where they are. A suggestion was also made that hazard assessment should be listed as job specific hazard assessment.

- **Draft Communication for Be Waste Handling:**
 - This will be discussed with Geoff Tyree at the meeting that is scheduled by Darrell Riffe since the Committee already has an approved Resolution Form for Be Waste Handling.

- **BeCAP Update:**
 - Following are July dates for Presentations:
 - 7/12: 60% Presentation of Characterization Process for Buildings/Verification Sampling
VP Monthly Beryllium Meeting
BeCAP Meeting
 - 7/19: Video Conference with Inez Triay
BeCAP Meeting
 - 7/26: 60% Presentation Medical Determination
 - Posting has been delayed (was scheduled for 7/19) as it was realized that benchmarking needs to be done. Also, previous Postings are not comprehensive enough.

- **New Regulations/Interpretations, etc.:**
 - The Committee previously discussed that responses received from Jackie Rogers (HSS POC) is a technical clarification to the DOE Rule and should only be applied to the specific conditions described in the response. These responses represent the best available technical knowledge available from the Department's subject matter experts and are not binding upon the DOE. They are not formal Interpretations from the Office of General Counsel (OGC) which are binding to DOE. Mario Moreno, DOE, stated that regulatory Interpretations can take up to approximately 6 months to obtain.
 - The Committee further discussed the possibility of obtaining something in writing from Jackie Rogers, even knowing it wasn't official, but everyone would at least be working to the same response. On the flip side, even if something was obtained in writing, but not signed, it is not official. Without a signature, you don't know who wrote it. An unsigned Interpretation or response will not stand up in court.
 - This item will be discussed with Inez Triay during the Video Conferencing.

- **Issues in the Field**

- Medical Clearance Resolution:
 - This seems to be working. CSC is getting people in so their Clearances don't lapse.
 - New process will be implemented by November, 2011.
 - This standing Agenda item will be removed from the next Agenda.
- Lab Accreditations:
 - This standing Agenda item may be removed from the next Agenda.
- CBDPP Subcommittee (Company Level) Discussion:
 - MSA: is moving their meetings to Thursday's from 3:00-4:30 (the week of Friday's ON), in the Federal Building, Conference Room 126-B. The Subcommittee is continuing to work on the Poster and Membership. Lessons Learned that MSA would like to pass along to all other Subcommittee's is to work with the Stewards and Managers prior to inviting people to the meetings.
 - WCH: Has had good participation of workers except at the last meeting. Is currently working on consistency for implementation in the field. The BWP Form was discussed at the last meeting. Rodney Robinson has been invited to the next Subcommittee meeting to give a briefing of the BWP. This is a chance to inform the workers prior to training and to also educate the Subcommittee.
 - CHPRC: Still in the process of forming its Subcommittee and is waiting on HAMTC for approval of employees. A meeting was recently canceled with one of the Project Manager's but hope to reschedule this as he needs to provide a name.
 - WRPS: Held its first Subcommittee meeting last week; no issues raised.
 - CSC: No status to report.
 - CWB&T: Will participate in CHPRC's Subcommittee meetings.

AROUND THE TABLE:

Kirk Domina

- It is his opinion that if posting outside area's, use metal signs so the wind doesn't blow them away. It is his further opinion that this should be a requirement.
 - The Posting Team will take this under advisement.

Lisa Hart

- Will be absent next meeting but Pat Aldridge will be there.

Colby Smith

- Will not be here next week.

Silvette Boyajian

- Based upon the HSS Report, RL has drafted a Charter for the IBOT. The Charter is focused on IBOT overseeing implementation.

Darrell Riffe

- The Inspector General Report on Beryllium at Lawrence Livermore is a good read.