

.....

CBDPP I&M Committee Meeting Minutes

September 8, 2011

2430 Stevens / CR 297

.....

ATTENDEES:

Shawna Flood	Scott Seydel
Michele Solano	Emily Millikin
Bob Legard	Roby Robinson
Sue Madara	Leo Wickstrand
John Herber	Larry Sherman
Randy Phenneger	Joseph Samuels
Chuck Wildman	Thomas Morris
Mike Butts	Mario Moreno
Kirk Domina	Mary Sams
	James DeRoos

INTRODUCTIONS:

Sue Madara – CSC HOHS

SAFETY TOPIC:

- Make sure that you know your escape routes when a fire alarm goes off, especially if you are in a different building other than where you primarily work.

NEW BUSINESS:

- **Quorum:**
 - Roby Robinson, Alternate for Colby Smith, represented WRPS.
 - Sue Madara, delegated authority by Dr. Karen Phillips, represented CSC.
 - Thomas Morris, delegated authority by Mark Fisher, represented the BAG.
 - Committee had full quorum.
- **Beryllium Inbox, if any**
 - There are two previous emails that still need replied to.
 - Building 308 duplicate listing that Emily will reply to; and
 - History of Website question that Joseph will respond to once it is determined when the website was activated.
 - It is anticipated that both will be responded to within the week.
- **Discussion of Next Week's Meeting:**
 - The Committee discussed whether to cancel next week's CBDPP Committee meeting due to lack of agenda items and the ISMS Conference. It was determined that there would be a consensus as the Primary Representatives would be sending their Alternates.

- The Committee agreed to wait until early next week to see if any agenda items become available. It will be decided at that time whether or not to cancel the meeting.
- **Update/Results regarding the MO767 Trailer Critique:**
 - In mid-July, a trigger level of .24 was received on a desk near a microwave in a room primarily used for pre-evolution meetings, lunch room, janitors, etc. The building was then posted as a BCA and individuals using this room were notified of the result. The room was decontaminated under the BWP and a sampling plan was written. The room was re-surveyed and came back clean. The posting of the BCA was removed.
 - This building is routinely sampled every month. The month of May was sampled and came back clean.
 - A second issue arose when a janitor made entry into the building after it was posted as a BCA. This incident is being handled separately.
- **BWP Procedure Status:**
 - The Procedure and Forms are nearing completion. The document control language needs to be updated by the Technical Editor and will then be sent out to the Team for review.
 - The Hazard Assessment Form has already been sent out for review and the Procedure, although not finalized, will be sent to Training so they can start planning.
 - There have been a number of issues with the Technical Editor/Writer.
- **CBDPP and Implementing Procedures Configuration Control:**
 - The Resolution Form for Configuration Control of DOE-0342 and Implementing Procedures was not signed by DOE-RL/ORP.
 - The Resolution Form listed a Major change as a Significant change and a Minor change as a Not Significant change. However, it was discussed that not all Major changes are Significant and not all Minor changes will rise to a Significant level per 10CFR850. DOE-RL/ORP should determine whether a Major change rises to the level of being a Significant change.
 - Scott Seydel will be revising the Resolution Form and sending to DOE-RL/ORP (Pete/Mario) for review. It will then be brought back to the Committee.
 - This Resolution Form is being put into the CBDPP as it will be used as the template for all Site-Wide Standards Procedures.
- **IBOT Reports**
 - Sampling is being done in Conference Room 297 of Building 2430 (the same room as the CBDPP Committee meeting). Results will take approximately two weeks.

- Three rooms in the Federal Building have already been sampled.
- Horsetrail Falls Room at the Hanford Training Center will be sampled tomorrow.
- A request was submitted to have any and all rooms sampled where Affected Workers are present. These include the rooms where the BeCAP meetings are held. WSCF is handling the lab work for these samples. These samples are funding by IBOT.
- **Communication to Workforce:**
 - The BWP Communication is being monitored as it is getting closer for the BWP to be finalized. The Communication may need to wait to be distributed until after the NTE letters are sent to the Contractors.
- **Training Update:**
 - Lisa Hart was absent from the meeting but sent an email giving a brief update.
 - The email stated that for the BWP Training (an IH/IHT Module), Training is awaiting the final changes to the Procedure and the issuance of the Hazard Assessment Review Record.
- **BeCAP Update:**
 - A BeCAP 60% Benefits Counseling Handbook Presentation was delivered on 9/07/11. It was determined that issues need to be further addressed, for example:
 - Time frames in Regulations
 - Need Interpretation from Office of General Counsel
 - These issues shall be worked by DOE-RL/ORP (Pete/Mario) and the Product Team.
- **Issues in the Field**
 - CBDPP Subcommittee (Company Level) Discussion:
 - No meetings since last week.

AROUND THE TABLE:

Leo Wickstrand

- Leo put in for Self-Select but has not heard whether it was accepted.
- If it is accepted, he has asked Thomas Morris to be the Primary Representative and Don Slaugh to be the Alternate Representative.

Sue Madara

- Effective 9/03/11, Staffing changes at CSC have been made, which include the following:
 - Dan Warren is the Beryllium Case Manager; he is a Certified Case Manager as of 8/12/11.

- Echo Smasne is now the Beryllium Coordinator.
- Sue Madara's role has changed to "Nursing and Beryllium Program Team Lead".
- Sam Murff remains as the Beryllium IH.
- In the process of advertising for another Beryllium Administrative Assistant.
- Dr. Angerbauer is the most recent addition to our Provider Staff.
- Dr. Jeffrey Larson has been brought in through the end of October to help with the Separation Exams.