

.....  
**CBDPP I&M Committee Meeting Minutes**

**February 10, 2011**

**2430 Stevens / CR 297**  
.....

**ATTENDEES:**

Shawna Flood	Darrell Riffe
Scott Seydel	Joseph Samuels
Mary Sams	Chuck Wildman
Thomas Morris	Melissa Hart
Michele Solano	Larry Sherman
Sam Murff	John Herber
Mark Fisher	Emily Millikin
James DeRoos	Colby Smith
Karl Agee	Mike Petersen
Mike Stoner	Mario Moreno
Ron Ciola	Mike Butts
	Silvette Boyajian

**INTRODUCTIONS:**

Ron Ciola – DOE-ORP  
Karl Agee – WCH  
Mike Butts – CHPRC and BAG

**SAFETY TOPIC:**

- The news recently reported on three teenagers swimming in the ocean and two of them were swept away and drowned. The third teenager survived. It is very important to know your surroundings and pay attention wherever you may be.
- A reminder that worker verification is mandatory. An instance arose where a worker had completed Be Training but showed “pending status” on medical. This worker was not verified prior to work. A Lessons Learned will be developed once this has been resolved.
  - It is the responsibility of the Field Work Supervisor (FWS) to verify any restriction or pending status prior to work. It is also the responsibility of the FWS to verify before loaning any workers to another company. Workers are also responsible for themselves.

**OPEN ACTION ITEMS:**

- **Open Action Items:**
  - A meeting will be scheduled to review all of the open action items.
  - Invitees to the meeting will be: Darrell Riffe, Scott Seydel, Chuck Wildman, Leo Wickstrand, Larry Sherman, Thomas Morris and Shawna Flood.

- **6.27.2 Counseling:**
  - No information was given during this meeting.
- **Issues with Legacy Components:**
  - No information was given during this meeting.
- **Definition of “work” in Section 6.14:**
  - No information was given during this meeting.
- **Beryllium Waste Disposal Resolution Form:**
  - No information was given during this meeting.
- **Dust Disturbing Activity Resolution Form:**
  - No information was given during this meeting.
- **Intrusive Work and Non-Intrusive Work Resolution Form:**
  - No information was given during this meeting.
- **Duct Labeling Resolution Form**
  - No information was given during this meeting.
- **Develop Surface Contamination Protocol or Lessons Learned for the Tool Crib Incident.**
  - No information was given during this meeting.
- **Facilities Listing Maintenance, Section 6.6, Resolution Form:**
  - No information was given during this meeting.

**NEW BUSINESS**

- **AMH Quarterly Report of Contractors Workplace Monitoring Submittals**
  - This issue was continuation due to time constraints from the last meeting.
  - The Monthly Air Sampling Data reports who *is* reporting and the Quarterly Air Sampling Data reports who *is not* reporting.
  - MSA did not report any data for the Quarterly Report, however, they have reported for January, 2011.
- **Monthly Workplace Monitoring Notification Letters (Air Sampling) Report**
  - The Committee reviewed the Hanford Site–Air Sampling Data Report which reports the Non-Beryllium and Beryllium Workplace Monitoring Notification Letters submitted to AMH.
  - 300 Notification Letters were received by AMH for January 2011 by all contractors except CHPRC.

- The Notification Letters submitted do not contain any data. It is up to the Contractor to determine what data is sent to AMH.
  - The Notification Letters for Non-Affected Workers contain the Sample Date, Location, Action Level, PPE and Summary.
  - The Notification Letters for Affected Workers contain the Sample Date, Location, Action Level and Summary (The same information as the Non-Affected Workers without the PPE information).
  - There is no action item or directive to track frequency however AMH is internally tracking this itself. The Committee agreed that it does want frequency tracked.
- **Training Development**
    - Will resume meetings when the all day CAP Rebaselining meetings are done. Will report progress at the next meeting.
- **HAMMER Training Questions (for the Committee), if any**
    - No new questions have been received.
- **Beryllium Inbox**
    - The Committee agreed upon a process to answer all incoming questions to the Beryllium Inbox. This process supersedes all previous agreements and is as follows:
      1. If question is purely a factual question = Bob Gilmore will answer it and report to the Committee.
      2. If question is an Interpretation = Bob Gilmore will Auto-Reply to the sender and report to the question to the Committee. Once the Committee reaches consensus Bob will respond to the sender.
      3. If question is sensitive in nature = Bob Gilmore will type up the question without the names and contact information and present to the Committee for resolution.
      4. If question is other = Bob Gilmore will contact Scott Seydel, Mark Fisher and Darrell Riffe for immediate response, if needed before the next Committee meeting.
- **CBDPP Charter**
    - A hard copy of the revised Charter, with company President signatures, was distributed to the Committee for their review.
- **DOE-0342 Revision Process**
    - A hard copy of the Proposed Process for incorporating changes/resolution forms into the CBDPP (DOE-0342) was handed out to the Committee. This was also sent out via email to the Committee.
    - All comments are to be sent to Darrell Riffe prior to the next meeting.

- If necessary, a separate meeting will be scheduled in order to finalize this prior to the next Committee meeting.
- **CAP Rebaseline Status**
  - The CAP items are being identified and defined as to what the items mean and then will determine the achievable resolution. The Presentations given by the Lead Contractor at the 60% and 90% completion will be able to achieve this.
  - A Lead Contractor will be assigned to a specific CAP item that has been identified as a major item.
  - Julie Goeckner and Tim Bussman will be meeting with each Lead Contractor to determine a schedule. Development of this schedule will take time.
  - The new Hanford Site Beryllium Corrective Action Process, *New Systems Approach to Consensus* is still being developed.

### **ITEMS FOR DISCUSSION**

- **Questions for the CBDPP Committee**
  - The previous questions submitted to the Committee regarding routine sampling in rad count rooms and equipment for response will eventually go through the CAP Process for resolution.
  - The Committee discussed its options for when it receives future questions for response. The Committee cannot advise what actions to take but it can give its recommended best practice.
  - Darrell Riffe will draft an opinion, from the Committee, as best practice to answer the questions received (regarding the routine sampling in rad count rooms and equipment). This will be sent out for review to selected persons prior to obtaining consensus from the Committee. The Be Sub-Committee will then identify the means of distribution.
- **Questions for the Committee**
  - The Committee discussed the questions previously asked; however, this too will go through the CAP Process for resolution.
  - For the question, *“When workers from one contractor work for another contractor, who collects the samples and who is responsible for reporting it?”* the Committee determined that the Company directly supervising the work is responsible for sampling of the worker.
    - If a person is an Affected Worker, the worker’s employer is required to sample the work area of the protected worker prior to work or coordinate with the loaned company to do so. An Affected Worker needs to be monitored once a year per the requirement.
  - For the question, *“How the exposure history is maintained if one person switches to another company?”* the Committee determined that the history is already maintained in the persons medical records at AMH and will also be maintained in

the new IH Database once developed. Other locations could also include EJTA and the Beryllium Registry. This will be resolved upon completion through the CAP Process.

**OLD BUSINESS:**

- **Review and Approval of Previous Meeting Minutes**
  - Minutes from 1/06/11 and 1/13/11 will be reviewed at the next meeting. There was no quorum due to an absent member and no delegation was given.
  
- **Discussion of F-4.4.2, Roles & Responsibilities of Work in Buildings Belonging to Other Contractors**
  - Darrell Riffe is re-working this and developing a draft.
  - This item will go through the CAP Product Process.

**AROUND THE TABLE**

**Mark Fisher**

- Mark will bring up the Committee's consensus, not vote, in a meeting with DOE today, regarding the qualification of the annual exams for medical clearance.

**Colby Smith**

- WRPS performed electrical sampling for the following:
  - UFARM: 22 bulk/28 wipe (total of 50) – none above level. Pictures were taken of the samples/areas.
  - BFARM: Samples to be taken approximately next week.
  - All electrical sampling results will also run through the electrical sub-committee.