
CBDPP I&M Committee Meeting Minutes

August 25, 2011

2430 Stevens / CR 297

ATTENDEES:

Shawna Flood	Darrell Riffe
Michele Solano	Scott Seydel
Bob Legard	Emily Millikin
Karen Phillips	Leo Wickstrand
Colby Smith	Larry Sherman
Randy Phenneger	Joseph Samuels
Chuck Wildman	Thomas Morris
Mike Butts	Sam Murff
Mark Fisher	Mario Moreno
Lisa Hart	Silvette Boyajian
Kirk Domina	Calin Tebay

INTRODUCTIONS:

No new introductions.

SAFETY TOPIC:

- There was an incident at Argonne National Lab, per an ORPS Report, where a truck backed up to a dock. However, the truck left a gap between the truck and dock and a worker fell through the gap. The worker is in serious condition at the hospital. Just a reminder to be aware of everyday work activities, even routine ones.
- There was an accident on site yesterday where a front end loader drove up on a pile of moving chip rock and tipped over. The driver was wearing his seat belt but had to break a window in order to get out of the machine. An investigation of the subcontractor is being performed. A comment made by a subcontractor was overheard that this incident isn't a big deal and that it happens all the time.

NEW BUSINESS:

- **Quorum:**
 - Committee had full quorum.
- **Beryllium Inbox:**
 - A spam message was received in the beryllium inbox.
 - Received a message inquiring whether it is correct that building 308 is listed twice on the website or whether it should be 309.
 - Asked the Committee to look at the website and determine if this is an error.

- **CSC Beryllium Workplace Monitoring Notification Letters:**
 - The July 2011 Notification Letter Report was reviewed by the Committee.
 - CSC currently has up to 1,500 records.

- **BWP Procedure Discussion:**
 - A draft of the Hanford Site Wide Beryllium Work Permit (BWP) and Hazard Assessment Procedure was distributed for review.
 - Suggestions and comments were made regarding the Procedure:
 - Section 4.3.2. Only people inside the BCA sign off, what about people outside the boundary that help undress, wet wipe instruments, etc. Why do they not sign the BWP? The Postings Product Team is dealing with this issue.
 - Appendix A: Definitions. There are no definitions listed. Change title to Definitions & Acronyms.
 - Section 6.0: Records. Put Operations as part of Work Package needs to replace Project Safety and Health. The intent was that all employees would be able to access it.
 - Section 6.0 Records Retention. Add A copy stored electronically with copies retained in the Work Package.
 - Section 5.0. Modify first paragraph to add word control.
 - Add Header to each page of the Procedure.
 - A discussion ensued on what the expectations are for when a Procedure is presented before the Committee. For future Procedures:
 - Working at the 60% Presentation to get it into Procedure format.
 - By the 90% Presentation, Procedure is in final format and is ready to go.
 - The Tech Editor has been working with the group in between the 60% to 90% Presentation, so it is final at 90%.
 - The Product Teams accepts the Procedure.
 - The Procedure is brought before the CBDPP Committee for review and any possible showstoppers; not for comments or approval.

- **CBDPP and Implementing Procedures Configuration Control:**
 - The Committee reviewed and approved, with changes, the Resolution Form. The Resolution Form was given to DOE-ORP (Mario Moreno) to obtain RL's signature. Once signed, the Resolution Form will be posted to the website.
 - The Committee further discussed that Implementing Procedures for Configuration Control will be added to DOE-0342 as an Appendix.

- **IBOT Reports**
 - PNNL was contacted in regards to the buildings that were transitioned to WCH. Upon contact, PNNL expressed concerns in hearing that they are not being cooperative. It was recommended to PNNL that they should come and attend a meeting; however, no date has been scheduled.

- PNNL followed their own procedure in transferring buildings to WCH, which is to not characterize the buildings since the buildings weren't characterized upon their receipt. If WCH has questions resulting from the history, what was in the building or the IH documentation provided, they can contact PNNL to clarify. PNNL is concerned about workers being exposed when they are working.
 - PNNL was asked how they are communicating to the BAG and the CBDPP but no response has been given.
- **BeCAP Update:**
 - Several Product Team Presentations have been canceled in order for Team Leads to schedule meetings to define expectations for the 60% Presentations and 90% Presentations.
 - Team Leads have drafted both a Presentation and Roles and Responsibilities for Team Leads, Be Core Team, Members, Facilitators, etc. Comments were received from the Facilitators and the Team Leads are working through them.
 - A meeting is scheduled for this afternoon to further discuss the expectations regarding the 60% and 90% Presentations. At the 60%, it is expected that issues are brought up and the BAG provides their concerns. For the 90%, this presentation should be a solid product. Communications between the 60% and 90% should be finalized in this meeting.
- **Lessons Learned:**
 - The critique report was released regarding the PFP incident. No disciplinary action was taken as it could not be determined who moved the equipment. The very likely path of the equipment move was sampled and the results came back negative.
- **Issues in the Field**
 - **CBDPP Subcommittee (Company Level) Discussion:**
 - MSA: Having a meeting today.
 - WCH: No meeting was held.
 - CHPRC: Very poor attendance in the last meeting.
 - WRPS: Held meeting last week and discussed risk results.

AROUND THE TABLE:

Scott Seydel

- A question arose regarding wrapping waste with 6mil plastic. Confusion arose when a worker wrapped waste using 10mil plastic. Can 10mil be used or does it have to be 6mil?
 - Scott took the action to draft a Resolution Form clarifying that at least 6mil plastic must be used. This will be a minor clarification.

Randy Phenneger

- Wanted to know if it was still correct when, in the past, Dr. Calcagni had said that the LPT tests are done up to 45 days before the physical.
 - Yes, this is also going on now for the separations.

Leo Wickstrand

- The DQO Process is completed and has been sent out for review.

Silvette Boyajian

- There is still confusion surrounding the bulk sample and wipe sample. A wipe sample is taken after the bulk sample to ensure it is clean. Could this be a training issue?
 - Some discussion that this is a Process issue and once the Process is fixed, then it can be trained to.
- IH/IHT Training will occur after Characterization is completed.
- There was an article on aggressive beryllium air sampling in the BHSC Newsletter regarding the Kansas City Plant.

Darrell Riffe

- Will be on vacation for the next two meetings; Scott will run both meetings.

Karen Phillips

- CSC will implement the new work restriction.

Lisa Hart

- Will miss three meetings in September as she will be on travel and her husband is having surgery. Pat Aldridge will be attending. Lisa will provide status of the surgery.

Colby Smith

- What is the status of the Electrical Switchgear meeting? WRPS has 200 samples of the Farms during routine shut downs.
 - Still trying to schedule a meeting for the switchgear when a time that all can attend.