

**Restoration Advisory Board  
Defense Supply Center Richmond  
Meeting Minutes  
August 12, 2002  
Chester, Virginia**

The meeting for the Defense Supply Center Richmond (DSCR) Restoration Advisory Board (RAB) was held at the Quality Inn, Chester, VA on August 12, 2002. Attendees included:

Voting RAB members

Richard John (Rich) Richezza (Community Co-chair)

George A. Beadles

Lonnie W. McCoy

Joyce Jackson

Janet Mauro Moe

Sarah K. Clarke

Robert Williams

Susan Young

Brian Collings

Clarence Brooks

Ex-officio Non-voting Members

Charles R. Carrell, Government Co-chair

Jack Potosnak, US EPA

Eric Salopek, Virginia DEQ

Vance Evans, US EPA

Advisors

Tom Owens, Public Affairs

Jimmy Parrish, Environmental Office

Andrew Gootee, Public Affairs

Adrienne Moore, Environmental Office

Frank Dipofi, Environmental Office

Mike Justis, Procurement Office

Ken Morris, Environmental Office

Angela McMath, Consultant

**June Minutes**

Minutes from the June RAB meeting were approved as submitted.

**Sampling Presentation and Discussion**

Angela McMath, consultant with Law Engineering, presented in-depth information on the sampling procedures used at DSCR including demonstration of some of the sampling and collection tools. Information from a variety of sources is considered when selecting sampling sites. Ms. McMath outlined the redundancies in sampling/evaluation procedures that are used to insure that valid results are achieved. Strict sampling protocols are followed to insure that all samples reach multiple laboratories without external contamination. When an area is tested for the first time, samples are tested for a full range of possible contaminants. As a knowledge base for an operable unit is developed and base lines are defined, tests become more specific. Over time, a class of contaminants is isolated, such as volatiles, heavy metals, etc., and analysis becomes more specific.

**Quarterly Update**

Ms. Adrienne Moore provided a quarterly update on cleanup activities. At a later date, she will provide additional information regarding the method used to determine gallons of water treated.

### **Community Enhancement Funds**

Ms. Janet Mauro-Moe provided a report on the public community meeting that discussed how best to use the funds provided through the Horne settlement. It was decided that a recommendation would be made to Dr. Nelson that \$5000.00 (of the \$50,000.00) be used by the community to form a Rayon Park Homeowners Association. When the Association is functional, appropriate use and documentation for the remaining \$45,000.00 will be the responsibility of the Rayon Park Homeowners Association. Rich Richezza, Community Co-chair will notify Dr. Nelson of the RAB recommendation.

### **Report Findings**

Upon request by Dr. Gootee that RAB members think about the schedule for a meeting for the 5-year review, September 9 was selected for a briefing of the review.

Mr. Charles Carrell announced that Frank Dipofi and Ken Morris would be switching assignments within the Environmental Office. Consequently Ken Morris will begin working with the RAB. Mr. Carrell also announced that DSCR is seeking another engineer to work with the RAB.

### **TAPP Process**

Dr. Gootee and Mike Justis discussed the procurement process and requirements for obtaining and using TAPP funds. A signed TAPP application from the community RAB members begins the process. The application will be forwarded to General Totsch for approval. Once the application is approved, DSCR will work with the community to prepare the statement of work (SOW) based on the information given in the application. The SOW is very important and the better it defines the desired work, the better the results of the solicitation and bidding process. A team of about three people that will include RAB members will do evaluation of the bids. Value of the procurement is a maximum of \$25,000.00. Janet Mauro-Moe provided the RAB with an example SOW from Memphis, TN.

A TAPP subcommittee will work with Rich Richezza: Brian Collings, Clarence Brooks, Janet Mauro-Moe, and Susan Young.

### **RAB Charter**

Mr. Rich Richezza led a discussion of Section 5 Paragraph C and Section 6 of the RAB charter. These sections pertain to attendance and meeting frequency. Members decided that no change in the charter was required; therefore, there were no motions or amendments. Community RAB members requested that future agendas be limited to only 1 or 2 technical items and that plenty of time be dedicated to discussion of those items. The facilitator was authorized to manage the discussion as necessary to maintain discussion flow and time management. The facilitator was further requested to provide an attendance record. The RAB voted to have monthly meetings. DSCR will work with RAB members to determine an appropriate location for future meetings.

### **Agenda Items for September 9**

5-year review

RAB members are requested to email agenda ideas to Rich Richezza.

The meeting was adjourned at 9PM.