

# OAK RIDGE SITE SPECIFIC ADVISORY BOARD



## FY 2008 WORK PLAN

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10/23/07  
Date

Lance J. Mezga, Chair  
Oak Ridge Site Specific Advisory Board

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## INTRODUCTION

The Oak Ridge Site Specific Advisory Board (ORSSAB) is a federally appointed citizens' panel that provides advice and recommendations to the U.S. Department of Energy–Oak Ridge Operations (DOE-ORO) on its Oak Ridge Environmental Management (EM) Program. The group was formed in 1995 and is chartered under the EM SSAB Federal Advisory Committee Act Charter. The Board's mission statement is as follows:

The mission of the Environmental Management (EM) Site Specific Advisory Board (the Board) at Oak Ridge, Tennessee is to provide meaningful opportunities for collaborative dialogue among the diverse multicultural communities surrounding the Oak Ridge Reservation, EM, and the U.S. Department of Energy (DOE) Oak Ridge Office (ORO). The Board is chartered under the EM Site Specific Advisory Board Charter. At the request of the Assistant Secretary, the ORO Manager, or the ORO Assistant Manager for EM, the Board may provide informed advice and recommendations concerning the following EM site-specific issues: cleanup standards and environmental restoration, waste management and disposition, stabilization and disposition of non-stockpile nuclear materials, excess facilities, future land use and long-term stewardship, risk assessment and management, and cleanup science and technology activities. The Board may also be asked to provide advice and recommendations on any other EM project or issue. The Board ensures early, ongoing community access to information (and its interpretation and implications) and dialogue that improves the quality of the decision-making process of EM and ORO.

The Board is composed of up to 20 members, chosen by an independent screening panel to reflect the diversity of gender, race, occupation, views, and interests of persons living near the ORR. Members are appointed by DOE and serve on a voluntary basis, without compensation. The Board currently consists of members from five counties: Anderson, Blount, Knox, Loudon, and Roane. Non-voting members include representatives from DOE-ORO, the U.S. Environmental Protection Agency (EPA) Region 4, and the Tennessee Department of Environment and Conservation (TDEC). These members advise the Board on their agency's policies and views. Two non-voting student participants also serve on the Board to represent the viewpoints and concerns of area youth. The student representatives for FY 2008 are from Oak Ridge High School and Oliver Springs.

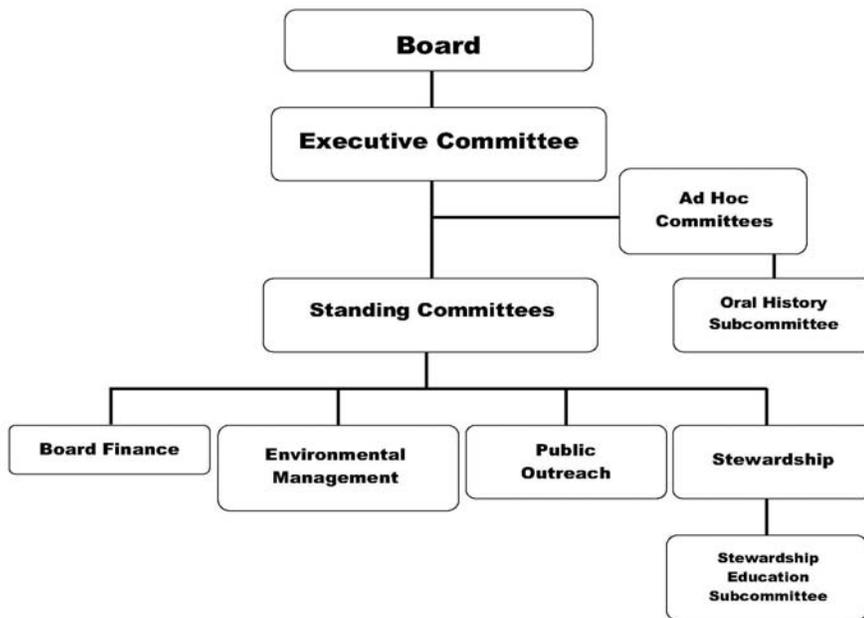
The Board meets monthly to hear presentations by persons working on relevant environmental management topics, listen to and discuss input from citizens, consider recommendations developed by the various ORSSAB committees, and perform other business. The Board strives for consensus in reaching decisions and conducts business under a set of bylaws, standing rules, and special rules of order, which incorporate the principles of *Robert's Rules of Order*.

## FY 2008 ORGANIZATION

ORSSAB generally works to achieve its mission through its committee structure, and each year the Board holds a planning retreat to determine how best to address its mission and what its committee structure should be. This year's retreat was held August 11, 2007, at Rothchild

Catering in Knoxville. A summary of the retreat is available on ORSSAB website (<http://www.oakridge.doe.gov/em/ssab/>).

The FY 2008 organizational structure is shown in Figure 1. It includes an Executive Committee, four standing committees (Board Finance, Environmental Management, Public Outreach, and Stewardship), and two subcommittees (Oral History and Stewardship Education). As allowed by ORSSAB Bylaws, other committees may be formed as needed during the year to address specific issues.



**Figure 1. FY 2008 organizational structure.**

Each ORSSAB standing committee creates its own work plan to guide its activities during the year. Suggestions for committee work plan topics were provided prior to the retreat by DOE, TDEC, EPA, ORSSAB members, and stakeholders (via the Board’s “Stakeholder Survey”). Selection of final work plan topics was made at the retreat by the Board membership. Topics were then incorporated into draft committee work plans, along with information on issue managers, timelines, expected output, and status. These work plans, which are “living documents” to be updated continually as the Board year progresses, are provided in the following pages.

**Board Finance & Process Committee  
FY 2008 Work Plan**

The mission of the ORSSAB Board Finance & Process Committee is to:

- Maintain overall responsibility for funding prioritization and control for the board. With the approval of the Executive Committee and in accordance with ORSSAB Bylaws, the Board Finance & Process Committee sets budget targets for each type of expenditure, proposes general budget guidance, determines funding availability for travel requests, and reviews monthly cost reports.
- Serve as the board’s forum for initial discussion on issues involving the ORSSAB Bylaws, the ORSSAB Operating Procedures, retreat planning, and preparation of the board’s annual work plan.
- Review and provide input to the Executive Committee and the board on DOE’s Environmental Management Program FY +2 budget and prioritization.

**BOARD FINANCE ACTIVITIES:**

<b>Month</b>	<b>Issue and Activities</b>	<b>Expected Output</b>	<b>Status</b>
Sept. (held 10/1)	<ul style="list-style-type: none"> <li>▪ Review monthly expenditures</li> <li>▪ Review the draft '09 ORSSAB work plan prior to presentation at the October board meeting</li> </ul>	<ul style="list-style-type: none"> <li>▪ Completed review</li> </ul>	<ul style="list-style-type: none"> <li>▪ Complete</li> </ul>
Oct. 25	<ul style="list-style-type: none"> <li>▪ Review monthly expenditures</li> <li>▪ Review '08 ORSSAB budget allocation from DOE</li> <li>▪ Revise mission statement</li> <li>▪ Discuss action items from the Oct. 1 Executive Committee meeting</li> </ul>	<ul style="list-style-type: none"> <li>▪ Completed reviews of expenditures and '08 budget</li> <li>▪ Revised mission statement</li> <li>▪ Resolution of action items</li> </ul>	<ul style="list-style-type: none"> <li>▪ Reviews complete</li> <li>▪ Mission statement approved</li> <li>▪ Action items resolved</li> </ul>
Nov. 29	<ul style="list-style-type: none"> <li>▪ Review monthly expenditures</li> <li>▪ Determine allocation of '07 carryover</li> <li>▪ Discuss '09 budget requirements</li> <li>▪ Review facilitation requests</li> <li>▪ Schedule EM budget work plan</li> </ul>	<ul style="list-style-type: none"> <li>▪ Completed reviews of expenditures, '07 carryover, '09 budget requirements, and facilitation requests</li> <li>▪ EM budget work plan</li> </ul>	<ul style="list-style-type: none"> <li>▪ Reviews complete</li> <li>▪ EM budget work plan scheduled</li> </ul>
<del>Dec.</del>	Meeting canceled		
Jan. 24	<ul style="list-style-type: none"> <li>▪ Review monthly expenditures</li> <li>▪ Review '07 carryover and '08 allocation from DOE, and recommend allocation among expense categories</li> <li>▪ Finalize '09 budget request, and submit to Executive Committee for approval and transmittal to DOE by Feb. 15</li> </ul>	<ul style="list-style-type: none"> <li>▪ Completed reviews</li> <li>▪ Final '09 budget request</li> </ul>	<ul style="list-style-type: none"> <li>▪ Reviews complete</li> <li>▪ Finalize '09 budget submitted to Executive Committee</li> </ul>

<b>Month</b>	<b>Issue and Activities</b>	<b>Expected Output</b>	<b>Status</b>
Feb. 28	<ul style="list-style-type: none"> <li>▪ Review monthly expenditures</li> <li>▪ Review government estimate of ORSSAB '09 budget request</li> <li>▪ Review '09 President's EM Budget</li> </ul>	<ul style="list-style-type: none"> <li>▪ Completed reviews</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
Mar. 27	<ul style="list-style-type: none"> <li>▪ Review monthly expenditures</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
April 24	<ul style="list-style-type: none"> <li>▪ Review expenditures</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
May 29	<ul style="list-style-type: none"> <li>▪ Review monthly expenditures</li> <li>▪ Review projected board costs for the remainder of the fiscal year</li> <li>▪ Discuss '09 ORSSAB budget</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
June 26	<ul style="list-style-type: none"> <li>▪ Review monthly expenditures</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
July 24	<ul style="list-style-type: none"> <li>▪ Review monthly expenditures</li> <li>▪ Prepare for retreat by reviewing '08 activities and tasks to carry over into '09</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
August 21	<ul style="list-style-type: none"> <li>▪ Review monthly expenditures</li> <li>▪ Elect '09 officers</li> <li>▪ Discuss report from DOE on '09 ORSSAB budget request</li> <li>▪ Discuss '09 tasks</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>

**RETREAT PLANNING ACTIVITIES:**

<b>Month</b>	<b>Issue and Activities</b>	<b>Expected Output</b>	<b>Status</b>
Sept.	▪	▪	▪
Oct. 25	▪	▪	▪
Nov. 29	▪	▪	▪
Dec. __	▪	▪	▪
Jan. 24	▪ Evaluate potential retreat locations	▪ List of potential locations	▪ Still working
Feb. 28	▪ Finalize retreat location	▪	▪
Mar. 27	▪	▪	▪
April 24	<ul style="list-style-type: none"> <li>▪ Review letters to DOE, TCEC &amp; EPA requesting issues for '09 work plan</li> <li>▪ Review '08 post-retreat survey</li> <li>▪ Begin agenda development</li> </ul>	▪	▪
May 29	▪ Continue agenda development	▪	▪
June 26	<ul style="list-style-type: none"> <li>▪ Finalize agenda</li> <li>▪ Determine materials to be included in retreat packet</li> <li>▪ Discuss menu</li> </ul>	▪	▪
July 24	▪ Finalize retreat logistics	▪	▪
August 21	▪ Evaluate retreat	▪	

**EM BUDGET & PRIORITIZATION ACTIVITIES:**

<b>Month</b>	<b>Issue and Activities</b>	<b>Expected Output</b>	<b>Status</b>
Sept.	▪	▪	▪
Oct. 25	▪	▪	▪
Nov. 29	▪	▪	▪
Dec.	▪	▪	▪
Jan. 24	▪ Begin evaluation	▪ Path forward	▪ Path forward set
Feb. 28	<ul style="list-style-type: none"> <li>▪ Discuss February board presentation on '08 budget and '09-'14 validated baseline</li> <li>▪ Review '08 - '13 5-year plans and President's '09 budget</li> <li>▪ Develop recommendation for submittal to board at March meeting</li> </ul>	▪	▪
Mar. 27	▪	▪	▪
April 24	▪	▪	▪
May 29	▪	▪	▪
June 26	▪	▪	▪
July 24	▪	▪	▪
August 21	▪	▪	

**Environmental Management Committee  
FY 2008 Work Plan Tracking Chart**

**Environmental Management Committee Mission Statement**

The mission of this committee is to evaluate and make recommendations on DOE's planning and implementation of ORR environmental restoration project and on treatment, storage, disposal and transportation of wastes and materials for which the EM Program is responsible. The committee will facilitate public participation in providing feedback to DOE on these decisions and consider health and safety, environmental justice and DOE complex-wide concerns related to its mission topics.

<b>Month</b>	<b>Issue Manager</b>	<b>Issue/Activities</b>	<b>Expected Output</b>	<b>Status</b>
Sept.	ORSSAB – Chuck Jensen, 539-9000 <a href="mailto:cjensen@dts9000.com">cjensen@dts9000.com</a>  DOE – Jim Kopotic, 576-9441 KopoticJD@oro.doe.gov  BJC –  EPA –  TDEC -  DOE - Dave Adler 576-4094 adlerdg@oro.doe.gov	Independent Verification of Cleanup at ETTP          Explanation of characterization process for CH and RH TRU in conjunction with Savannah River Site	Update on activities	Presentation given: Recommendation written and sent to Executive Committee for presentation to the board in March.          Dave Adler provided report. Suggested a more complete report from Bill McMillan. Committee took no further action at this time.

Month	Issue Manager	Issue/Activities	Expected Output	Status
Oct.	<p>ORSSAB – Tim Myrick 945-1275 <a href="mailto:myrickte@comcast.net">myrickte@comcast.net</a></p> <p>DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov</p> <p>BJC – Dick Kettle, 574-5762, <a href="mailto:kettellerh@ornl.gov">kettellerh@ornl.gov</a></p> <p>TDEC – John Owsley</p> <p>DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov</p>	<p>Detection of radiation contamination in picket wells in Melton Valley (joint meeting with Stewardship on Oct. 16)</p> <p>Update on ETTP RIFS</p>	<p>Possible recommendation</p> <div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: fit-content;"> <p>Joint Intergovernmental Meeting Oct. 16-18 Snowbird, Utah</p> </div> <p>Update on activities</p>	<p>Presentation given. No action at this time.</p> <p>D3 version has been approved. ARCADIS has reviewed the document and provided report to committee in January.</p>
Nov.	<div style="border: 1px solid black; padding: 5px; margin: 0 auto; width: 80%;"> <p>Meeting cancelled</p> </div>			
	<p>ORSSAB – Norman Mulvenon, 482-3153 mulvenon@juno.com</p> <p>DOE – Jim Kopotic, 576-9441 KopoticJD@oro.doe.gov</p> <p>EPA -</p> <p>TDEC – John Owsley</p>	<p>ETTP Accelerated Cleanup</p> <p>ETTP Ponds Progress</p>	<p>Update on activities</p> <p>Update on activities</p>	<p>Moved to May.</p> <p>Moved to May</p>

Month	Issue Manager	Issue/Activities	Expected Output	Status
Dec.	ORSSAB – Rhonda Bogard 574-3539 bogardrs@y12doe.gov	<del>Update on K-25 D&amp;D</del>	<del>Update on activities</del>	topic moved to full board presentation
	DOE – Jack Howard 576-5982 howardjl@oro.doe.gov	Perma-Fix Conference December 10-13 Nashville, Tenn.		
	ORSSAB – Tim Myrick 945-1275 <a href="mailto:myrickte@comcast.net">myrickte@comcast.net</a>	Engineering and Technology Roadmap	Possible recommendation or comments to DOE HQ	Presentation made by Elizabeth Phillips, Recommendation approved by full board, February 2008.
	DOE – Dave Adler 576-4094 <a href="mailto:adlerdg@oro.doe.gov">adlerdg@oro.doe.gov</a>			
	ORSSAB – Ron Murphree 637-1925 rmurphree@denark.com	Recommendation on writing future ESDs	Recommendation	Recommendation written by R. Murphree and approved by committee. Sent to Executive Committee to be presented to full board in March.

Month	Issue Manager	Issue/Activities	Expected Output	Status
Jan.	<p>ORSSAB – Norman Mulvenon 482-3153 mulvenon@juno.com</p> <p>DOE – Dave Adler 576-4094 <a href="mailto:adlerdg@oro.doe.gov">adlerdg@oro.doe.gov</a> Jason Darby 241-6343 DarbyJD@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p> <p>TDEC –</p>	<p>2007 RER – Joint Meeting with Stewardship</p> <p>ARCADIS provided report on review of ETPP RIFS D3</p>	<p>Presentation on the 2007 RER</p> <p>Possible recommendation</p>	<p>Stewardship Committee to take lead in developing recommendation on future RERs.</p> <p>Committee will discuss report in February.</p>
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> Health Physics Society Conference Jan. 27-30 Oakland, Calif. </div>				
Feb.	<p>ORSSAB – Tim Myrick 945-1275 <a href="mailto:myrickte@comcast.net">myrickte@comcast.net</a></p> <p>DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p> <p>TDEC –</p>	<p>Review ARCADIS report on ETPP RIFS D3</p> <p>Update on Status of MSRE Fuel Salt Removal</p> <p><del>Discussion of C. Gelles' waste disposition presentation to full board in January.</del></p>	<p>Possible recommendation</p> <p>Status Report</p> <p><del>Determine if there are any unresolved issues or recommendations to be developed.</del></p>	<p>Draft recommendation written and presented to committee at March meeting</p> <p>Time at February meeting did not allow for discussion. Moved to March</p>

Month	Issue Manager	Issue/Activities	Expected Output	Status
March	<p>ORSSAB – Tim Myrick 945-1275 <a href="mailto:myrickte@comcast.net">myrickte@comcast.net</a></p> <p>DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p> <p>TDEC –</p>	<p><del>FY 2010 Budget</del></p> <p>Discussion of C. Gelles' waste disposition presentation to full board in January.</p> <p>Develop three top issues for SSAB chairs meeting in April</p>	<p><del>Possible recommendation</del></p> <p>Determine if there are any unresolved issues or recommendations to be developed.</p>	<p>Moved to Board Process and Finance</p>





Month	Issue Manager	Issue/Activities	Expected Output	Status
August	ORSSAB – Bob Olson 463-8608 <a href="mailto:Olson.bob2@comcast.net">Olson.bob2@comcast.net</a>  DOE- Dave Adler 576-4094 adlerdg@oro.doe.gov  BJC-  EPA-  TDEC –	Bear Creek Burial Ground Decision Document  Develop FY 2009 Work Plan	Possible recommendation	

### Potential Topics

Issue Manager	Issue/Activities
ORSSAB –  DOE –  BJC –  EPA –	Application of any Natural Resource Damage Assessment (carryover from 2007 work plan; also identified at annual meeting as a possible Stewardship topic)
ORSSAB –  DOE –  BJC – Julie Pfeffer, 241-1602 pfefferjl@bechteljacobs.org  EPA –	Application of Ecological Risk Assessments in Upcoming Decision Documents (carryover from 2007 work plan)
ORSSAB –  DOE –  BJC –  EPA –	<b>Proposed Plan on ETTP Sitewide record of decision</b>

## Ongoing Topics

Issue Manager	Issue/Activities
<p>ORSSAB –</p> <p>DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p>	<p>Safety updates (quarterly)</p>
<p>ORSSAB –</p> <p>DOE –</p> <p>BJC –</p> <p>EPA –</p>	<p>Operation of CERCLA Waste Cell</p>
<p>ORSSAB – Chuck Jensen, 539-9000 <a href="mailto:cjensen@dts9000.com">cjensen@dts9000.com</a></p> <p>DOE – Jim Kopotic, 576-9441 KopoticJD@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p>	<p>Independent Verification of Cleanup at ETTP (on current work plan for September)</p>
<p>ORSSAB –</p> <p>DOE –</p> <p>BJC – Julie Pfeffer, 241-1602 pfefferjl@bechteljacobs.org</p> <p>EPA –</p>	<p>David Witherspoon Cleanup</p>

<b>Issue Manager</b>	<b>Issue/Activities</b>
ORSSAB –  DOE –  BJC –  EPA –	Ambient Air Monitoring at Toxic Substances Control Act Incinerator
ORSSAB – John Coffman 220-0046 jcoffman@denuke.com  DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov  BJC –  EPA –	Newly generated waste (on current work plan for June)
ORSSAB – Norman Mulvenon, 482-3153 mulvenon@juno.com  DOE – Jim Kopotic, 576-9441 KopoticJD@oro.doe.gov  BJC –  EPA –	K-1007 Ponds Ecological Enhancement (on current work plan for May)
ORSSAB – Tim Myrick 945-1275 <a href="mailto:myrickte@comcast.net">myrickte@comcast.net</a>  DOE – Dave Adler 576-4094 adlerdg@oro.doe.gov BJC-  EPA-	Integrated Facilities Disposition Project

# FY 2008

## Public Outreach Committee Work Plan

The goal of the ORSSAB Public Outreach Committee is to implement the Board's mission statement as it relates to community involvement: *"The Board is committed to reflecting the concerns of the communities impacted by environmental management of the Oak Ridge Reservation and to serving as a communications link between the public and DOE."* The Public Outreach Committee will achieve this goal by advertising ORSSAB activities in a variety of publications and media; making presentations to local organizations, schools, and elected officials; and promoting awareness about ORSSAB through special events, exhibits, and other activities.

Month	Events and Activities	Expected Output	Status
Sept. 25	<ul style="list-style-type: none"> <li>▪ Elect FY 2008 officers</li> <li>▪ Publish October Advocate</li> <li>▪ Make high school presentations</li> <li>▪ Discuss second draft of EM poster</li> <li>▪ Review planning calendar</li> </ul>	<ul style="list-style-type: none"> <li>▪ Elected leadership</li> <li>▪ Completed Advocate and presentations</li> <li>▪ Completed reviews of EM poster and planning calendar</li> </ul>	<ul style="list-style-type: none"> <li>▪ Jan Teague and Kevin Westervelt elected chair &amp; vice chair</li> <li>▪ Advocate sent to printer</li> <li>▪ Decisions made on future presentations</li> <li>▪ EM poster revised and sent out for last review</li> </ul>
Oct. 23	<ul style="list-style-type: none"> <li>▪ Elect vice chair</li> <li>▪ Review FY 2007 annual report plan and schedule</li> <li>▪ Review planning calendar</li> </ul>	<ul style="list-style-type: none"> <li>▪ Election of vice chair</li> <li>▪ Approved annual report plan and schedule</li> <li>▪ Completed calendar review</li> </ul>	<ul style="list-style-type: none"> <li>▪ Election of vice chair postponed</li> <li>▪ Annual report plan approved</li> <li>▪ Calendar review completed</li> </ul>
Nov. 27	<ul style="list-style-type: none"> <li>▪ Elect vice chair</li> <li>▪ Review FY 2007 annual report</li> <li>▪ Review January Advocate editorial plan &amp; schedule</li> <li>▪ Review planning calendar</li> <li>▪ Set date of December meeting</li> <li>▪ Discuss library list of community organizations</li> </ul>	<ul style="list-style-type: none"> <li>▪ Election of vice chair</li> <li>▪ Approved annual report</li> <li>▪ Completed Advocate editorial plan &amp; schedule</li> <li>▪ Completed calendar review</li> <li>▪ Date for December meeting</li> <li>▪ Decision on organizations to make presentations to</li> </ul>	<ul style="list-style-type: none"> <li>▪ Bill Bass elected vice chair</li> <li>▪ Annual report and Advocate plan &amp; schedule approved</li> <li>▪ Calendar review completed</li> <li>▪ December meeting canceled</li> <li>▪ Organization list review postponed until January</li> </ul>
<del>Dec.</del>	Meeting canceled		
Jan. 30	<ul style="list-style-type: none"> <li>▪ Evaluate the Stakeholder Survey and the method of its distribution</li> <li>▪ Finalize FY 2009 budget request</li> <li>▪ Review compiled list of groups to which the committee would like to make presentations</li> <li>▪ Review potential presentations for Channel 15</li> <li>▪ Follow-up on the picket wells topic</li> <li>▪ Review planning calendar</li> </ul>	<ul style="list-style-type: none"> <li>▪ Decision on Stakeholder Survey</li> <li>▪ Final FY 2009 budget request</li> <li>▪ Decision on groups to which the committee would like to make presentations</li> <li>▪ Decision on potential presentations for Channel 15</li> <li>▪ Path forward on follow-up on the picket wells topic</li> </ul>	<ul style="list-style-type: none"> <li>▪ Stakeholder Survey distribution OK'd; questions to be discussed in May</li> <li>▪ FY 2009 budget request approved</li> <li>▪ Decision made on four groups to make presentations to</li> <li>▪ Decision made on potential presentations for Channel 15</li> <li>▪ Picket wells topic closed with action for Adler &amp; John Owsley</li> </ul>
Feb. 26	<ul style="list-style-type: none"> <li>▪ Review April Advocate editorial plan and schedule</li> <li>▪ Discuss participation in AMSE Earth Day</li> <li>▪ Generate chairs meeting topics</li> <li>▪ Review planning calendar</li> </ul>	<ul style="list-style-type: none"> <li>▪ Approval of Advocate editorial plan &amp; schedule</li> <li>▪ Path forward on Earth Day</li> <li>▪ Chairs meeting topics</li> </ul>	<ul style="list-style-type: none"> <li>▪ Advocate plan approved, with changes</li> <li>▪ Earth Day volunteers to be solicited at March board meeting</li> <li>▪ Chairs meeting topics generated</li> </ul>

<b>Month</b>	<b>Events and Activities</b>	<b>Expected Output</b>	<b>Status</b>
Mar. 25	<ul style="list-style-type: none"> <li>▪ Review planning calendar</li> <li>▪ Finalize Earth Day planning</li> </ul>	▪	▪
Apr. 22	<ul style="list-style-type: none"> <li>▪ Discuss EPA Community Involvement Conference in June</li> <li>▪ Discuss Secret City Festival participation</li> <li>▪ Review planning calendar</li> </ul>	▪	▪
May 27	<ul style="list-style-type: none"> <li>▪ Review July Advocate editorial plan and schedule</li> <li>▪ Discuss Stakeholder Survey questions</li> <li>▪ Finalize Secret City Festival participation</li> <li>▪ Review planning calendar</li> </ul>	▪	▪
June 24	<ul style="list-style-type: none"> <li>▪ Review planning calendar</li> </ul>	▪	▪
July 22	<ul style="list-style-type: none"> <li>▪ Prepare for retreat by reviewing '08 activities and tasks to carry over into '09</li> <li>▪ Analyze Stakeholder Survey results</li> <li>▪ Prepare issues for chairs meeting</li> <li>▪ Review planning calendar</li> </ul>	▪	▪
Aug. 26	<ul style="list-style-type: none"> <li>▪ Set FY 2009 work plan</li> <li>▪ Review October Advocate editorial plan and schedule</li> <li>▪ Elect FY 2009 officers</li> <li>▪ Review planning calendar</li> </ul>	▪	▪

**Stewardship Committee  
FY 2008 Work Plan Tracking Chart**

**Stewardship Mission Statement**

The goal of the committee is to serve as a forum for discussion of topics relevant to the long-term stewardship of the Oak Ridge Reservation and to act as a liaison between DOE and the community at large.

<b>Month</b>	<b>Issue Manager</b>	<b>Issue/Activities</b>	<b>Expected Output</b>	<b>Status</b>
Sept.	<p>ORSSAB – Norman Mulvenon, 482-3153 mulvenon@juno.com Lorene Sigal, 482-4125, lagis@comcast.net</p> <p>DOE – Pat Halsey, 576-4025, <a href="mailto:halseypj@oro.doe.gov">halseypj@oro.doe.gov</a></p> <p>BJC –</p> <p>EPA –</p> <p>TDEC -</p>	Stewardship Map	Development of map for DOEIC showing areas of remediation and waste in place	Presentation made by Mr. Mulvenon. Recommendation approved by committee and passed by the full board in November to ask DOE to develop a Stewardship map for display in DOE Information Center.
Oct.	<p>ORSSAB – Ted Lundy, 577-9170, <a href="mailto:tslssab@usit.net">tslssab@usit.net</a></p> <p>DOE – Dave Adler 576-4094 <a href="mailto:adlerdg@oro.doe.gov">adlerdg@oro.doe.gov</a></p> <p>BJC – Dick Ketelle, 574-5762, <a href="mailto:ketellerh@ornl.gov">ketellerh@ornl.gov</a></p> <p>EPA –</p> <p>TDEC – John Owsley, Dale Rector</p> <p>DOE – Ralph Skinner, 576-7403, <a href="mailto:skinnerm@oro.doe.gov">skinnerm@oro.doe.gov</a></p>	<p>Detection of radiation contamination in picket wells in Melton Valley; combined meeting with EM</p> <p>Melton Valley general public notice</p>	<p>Possible recommendation</p> <div data-bbox="777 1314 1305 1436" style="border: 1px solid black; padding: 5px; text-align: center;"> <p>Joint Intergovernmental Meeting Oct. 16-18 Snowbird, Utah</p> </div>	<p>No action taken at this time.</p> <p>Notice has been written and approved by DOE Public Affairs, will be placed on DOE website and in local newspapers</p>

Month	Issue Manager	Issue/Activities	Expected Output	Status
Nov.	<p>ORSSAB - David Martin, 617-0501, dmartin@ieee.org</p> <p>DOE – Ralph Skinner, 576-7403, skinnerrm@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p> <p>TDEC –</p>	<p>Status of filing property notices in Anderson and Roane County</p> <p>Discussion of possible recommendation on historic preservation at K-25</p> <p>Discussion of Contamination in Melton Valley Picket Wells from October Meeting</p> <p>Discussion of Draft Recommendation for Long-term Stewardship Map (carryover from October meeting)</p>	<p>Update on progress</p> <p>Possible recommendation</p>	<p>Anderson County has been working with Roane county to set up a similar recording method as Anderson County for cross referencing property notices and plat maps.</p> <p>Committee will ask for more detail on the topic at the December meeting</p> <p>Time did not allow for discussion at November meeting. Will be placed on December agenda.</p> <p>Concurrence on recommendation gathered through email. Passed by full board at November 2007 meeting.</p>

Month	Issue Manager	Issue/Activities	Expected Output	Status
Dec.	<p>ORSSAB – Darryl Bonner 241-2587 bonnerdc@bechteljacobs.org</p> <p>DOE – Ralph Skinner, 576-7403, skinnerm@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p> <p>TDEC –</p>	<p>Discussion of possible recommendation on historic preservation at K-25</p> <p>Discussion of Contamination in Melton Valley Picket Wells from October Meeting</p>	<p>Possible recommendation</p>	<p>Presentations made by PKP and AMSE. Subcommittee formed to study proposal and formulate recommendation or suggestions to DOE.</p>
			<p>Perma-Fix Conference December 10-13 Nashville, Tenn.</p>	
				<p>Issue transferred to Public Outreach Committee</p>
Jan.	<p>ORSSAB – John Million, 483-0756, jmillion@att.com</p> <p>DOE – Jason Darby, 241-6343, darbyjd@oro.doe.gov</p> <p>DOE – Ralph Skinner, 576-7403, skinnerm@oro.doe.gov</p> <p>BJC –</p> <p>EPA –</p> <p>TDEC –</p>	<p>2007 Remediation Effectiveness Report – Joint meeting with EM</p> <p>Discussion of revised Stewardship Directive</p>	<p>Presentation on the 2007 RER</p> <p>Possible recommendation</p>	<p>Committee will take lead in writing a recommendation on future RERs.</p> <p>Mr. Skinner hopes to ORO and Y-12 concurrence on directive by February.</p>
			<p>Health Physics Society Conference Jan. 27-30 Oakland, Calif.</p>	



Month	Issue Manager	Issue/Activities	Expected Output	Status
April	ORSSAB – DOE – BJC – EPA – TDEC –			
May	ORSSAB – DOE – BJC – EPA – TDEC –			
			EPA Brownfield Conference May 5-7 Detroit, Mich.	
June	ORSSAB – DOE – BJC – EPA – TDEC –			
			Air and Waste Management Conference June 24-27 Portland, Oregon	
July	ORSSAB – DOE – BJC – EPA – TDEC –	Review FY 2008 accomplishments		
August		Develop FY 2009 Work Plan		

### Potential Topics

<b>Issue Manager</b>	<b>Issue/Activities</b>
ORSSAB – DOE – BJC – EPA –	Application of Natural Resource Damage Assessments (per 2007 annual meeting)
ORSSAB – DOE – BJC – EPA -	Understanding criteria for construction of institutional controls (carryover from 2007)
ORSSAB – DOE – BJC – EPA -	DOE budget and project prioritization
ORSSAB – DOE – BJC – EPA -	Review the 2007 RER (presentation topic for Environmental Management for January)
ORSSAB – DOE – BJC – EPA -	Defined and consistent use of terms in documentation (carryover from 2007)
ORSSAB – DOE – BJC – EPA -	Survey of Melton Valley to confirm waste left in place is located on a grid system (carryover from 2007)

<b>Issue Manager</b>	<b>Issue/Activities</b>
ORSSAB – DOE – BJC – EPA -	Study of declaration sections of records of decision to determine if language is acceptable, particularly in calling for land use controls.
ORSSAB – DOE – BJC – EPA -	Evaluate how closure facilities (Rocky Flats, Fernald, Weldon Springs, Mound) are managing long-term stewardship; carryover from 2007)
ORSSAB – DOE – BJC – EPA -	Review Melton Valley Property Record Notices, per the Melton Valley RAR, (recommendation 139 milestone) December time frame

### **Ongoing Topics**

<b>Issue Manager</b>	<b>Issue/Activities</b>
ORSSAB – DOE – BJC – EPA -	Monitor the progress of the Long-term Stewardship Directive and Implementation Plan (LTS Directive on current work plan for November)

<b>Issue Manager</b>	<b>Issue/Activities</b>
ORSSAB DOE – BJC – EPA -	Make presentations to community groups of the “Status Report for the Community on Long-term Stewardship”
ORSSAB – DOE – BJC – EPA -	Enforceable Institutional Controls/Land Use Control Implementation Plans
ORSSAB – Al Brooks, Norman Mulvenon DOE – BJC – EPA-	Passage of general act to ensure land records and associated plat maps are cross referenced to one another in county land records
ORSSAB – Donna Campbell, Ashlyn Hall, Lorene Sigal, Norman Mulvenon DOE – BJC – EPA -	Development of Stewardship video
ORSSAB – Norman Mulvenon, Lorene Sigal DOE – Pat Halsey BJC – EPA -	Development of Stewardship Map for DOE Information Center

# FY 2008

## Stewardship Education Subcommittee Work Plan

The mission of the Stewardship Education Subcommittee is to educate the public and students regarding cleanup of the Oak Ridge Reservation and to continue development of the Stewardship Education Resource Kit.

Month	Events and Activities	Expected Output	Status
Sept. 20	<ul style="list-style-type: none"> <li>▪ Finalize '08 work plan</li> <li>▪ Discuss postcard responses</li> <li>▪ Discuss kit revisions</li> </ul>	<ul style="list-style-type: none"> <li>▪ Final '08 work plan</li> <li>▪ Path forward on postcard responses &amp; kit revisions</li> </ul>	<ul style="list-style-type: none"> <li>▪ Work plan development ongoing</li> <li>▪ Revised PowerPoint files will be sent to all kit holders</li> <li>▪ Heather's kit revisions will be incorporated; reordering to be discussed in October</li> </ul>
Oct. 18	<ul style="list-style-type: none"> <li>▪ Review Heather's slide revisions and determine order</li> <li>▪ Set date of Nov. meeting</li> </ul>	<ul style="list-style-type: none"> <li>▪ Decision on slide revisions and order</li> <li>▪ Nov. meeting date</li> </ul>	<ul style="list-style-type: none"> <li>▪ Changes and additions made to Lesson 1 slides</li> <li>▪ Nov. date set for the 15th</li> </ul>
Nov. 15	<ul style="list-style-type: none"> <li>▪ Review Lesson 1 PowerPoint slides</li> <li>▪ Discuss Lessons 2-5 slides</li> </ul>	<ul style="list-style-type: none"> <li>▪ Revisions to slides</li> </ul>	<ul style="list-style-type: none"> <li>▪ Continued review of Lesson 1 slides</li> </ul>
Dec. 20	<ul style="list-style-type: none"> <li>▪ Complete review of Lesson 1 slides</li> <li>▪ Discuss Lesson 2 slides</li> </ul>	<ul style="list-style-type: none"> <li>▪ Revisions to slides</li> </ul>	<ul style="list-style-type: none"> <li>▪ Revisions made to Lesson 1 slides</li> </ul>
Jan. 17	<ul style="list-style-type: none"> <li>▪ Complete review of Lesson 1 slides</li> <li>▪ Discuss Lesson 2 slides</li> <li>▪ Discuss teachers workshop and distribution of hard copies of the kit</li> <li>▪ Review '09 budget request</li> </ul>	<ul style="list-style-type: none"> <li>▪ Revisions to slides</li> <li>▪ Path forward on teachers workshop and distribution of hard copies of the kit</li> <li>▪ '09 budget request</li> </ul>	<ul style="list-style-type: none"> <li>▪ Two slides lacking on Lesson 1 slides</li> <li>▪ Lesson 2 slide review and distribution of hard copies of the kit moved to February</li> <li>▪ Planning for teachers workshop set for June</li> <li>▪ '09 budget request complete</li> </ul>
Feb. 21	<ul style="list-style-type: none"> <li>▪ Review Lesson 1 slides 35 and 39</li> <li>▪ Review Lessons 2 and 3 slides</li> <li>▪ Discuss distribution of hard copies of the kit</li> </ul>	<ul style="list-style-type: none"> <li>▪ Revisions to slides</li> <li>▪ Path forward on distribution of hard copies of the kit</li> </ul>	<ul style="list-style-type: none"> <li>▪ Revisions to Lesson 1 slides 35 and 39 postponed</li> <li>▪ Revisions to Lesson 2 slides begun</li> <li>▪ Path forward on distribution of hard copies of the kit postponed</li> </ul>

<b>Month</b>	<b>Events and Activities</b>	<b>Expected Output</b>	<b>Status</b>
Mar. 17	<ul style="list-style-type: none"> <li>▪ Review Lesson 1 slides 35 and 39</li> <li>▪ Review Lessons 2 and 3 slides</li> <li>▪ Discuss distribution of hard copies of the kit</li> </ul>	<ul style="list-style-type: none"> <li>▪ Revisions to slides</li> <li>▪ Path forward on distribution of hard copies of the kit</li> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
Apr. 17	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
May 22	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
June 19	<ul style="list-style-type: none"> <li>▪ Begin planning teachers workshop</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
July 17	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
Aug. 21	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>