

January 10, 1996



Mr. Ronald Yee
Remedial Project Manager
Engineering Field Activity West
Naval Facilities Engineering Command
900 Commodore Drive, Bldg. 206
San Bruno, CA 94066-2402

**Subject: Transmittal of December 21, 1995, Restoration Advisory Board Meeting Minutes
and January 18, 1996, Meeting Agenda**

Dear Mr. Yee:

At the request of the Navy Co-Chair, Mr. Richard Pieper, enclosed for your review are the draft minutes for the December 21, 1995, Restoration Advisory Board (RAB) meeting. Please submit any comments in writing at the January 18, 1996, RAB meeting or send your comments to Mr. Pieper at the following address:

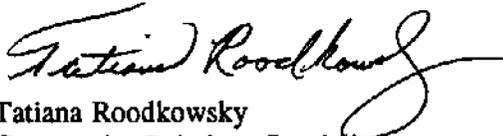
Mr. Richard Pieper
Code 092, Building IA-15
Naval Weapons Station Concord
10 Delta Street
Concord, CA 94520-5100
Fax: (510) 246-2003

You may wish to note that there will be a discussion at the January 18, 1996, RAB meeting will include a discussion of procedures for dropping inactive RAB members.

Also, please note that the format of these minutes has been revised as suggested at the December 21, 1995, RAB meeting. The format includes an "errata" sheet noting comments regarding the previous November 16, 1995, RAB meeting minutes.

Please call me with any questions or comments at (415) 222-8309.

Sincerely,


Tatiana Roodkowsky
Community Relations Specialist

Enclosure

AGENDA
NAVAL WEAPONS STATION CONCORD
RESTORATION ADVISORY BOARD MEETING

Thursday, January 18, 1996

7:00 p.m. - 9:00 p.m.
Ambrose Community Center
3105 Willow Pass Road
Bay Point, California

7:00 - 7:05	WELCOME AND INTRODUCTIONS
7:05 - 7:20	COMMUNITY CO-CHAIR REPORT
7:20 - 7:40	PUBLIC TRUST DOCTRINE AND THE COMPREHENSIVE ENVIRONMENTAL RESPONSE, COMPENSATION, AND LIABILITY ACT
7:40 - 7:50	QUESTIONS AND ANSWERS
7:50 - 8:00	BREAK
8:00 - 8:20	MEMBERSHIP/ATTENDANCE DISCUSSION
8:20 - 8:45	COMMITTEE REPORTS <ul style="list-style-type: none">• Document Review Committee• Finance Committee• Procedures Committee• Public Relations Committee <p style="margin-left: 40px;">- Second reading of recommendations and vote on procedures for conducting public outreach</p> <p style="margin-left: 40px;">[A description of these items, refer to the December 21, 1995, RAB minutes included in the RAB mailing]</p>
8:45 - 8:55	FUTURE AGENDA TOPICS AND REPORT ON STATUS OF ACTION ITEMS
8:55 - 9:00	PUBLIC COMMENT
9:00	ADJOURNMENT

**NAVAL WEAPONS STATION CONCORD
RESTORATION ADVISORY BOARD**

MEETING MINUTES

**Ambrose Community Center
3105 Willow Pass Road
Bay Point, California**

THURSDAY, DECEMBER 21, 1995

OLD BUSINESS

I. WELCOME AND INTRODUCTIONS/COMMUNITY CO-CHAIR'S REPORT

A. Welcome and Introductions

The Naval Weapons Station (WPNSTA) Concord Restoration Advisory Board (RAB) met at 7:00 p.m. on December 21, 1995, in the Ambrose Community Center in Bay Point, California. Community RAB Co-Chair, Mr. Herb Schwartz, welcomed the members of the RAB to the RAB meeting. He began the meeting by introducing himself and then asking the RAB members and the audience to introduce themselves. The purpose of the meeting was to discuss various procedural issues.

Mr. Schwartz stated that as community co-chair, he will work with the Navy to disseminate information pertaining to the installation restoration program (IRP).

These minutes summarize the items discussed during the RAB meeting; they are not a verbatim transcript. Attachment A is a list of the attendees. Attachment B is the meeting agenda.

B. Community Co-Chair's Report

Mr. Schwartz stated that he attended a remedial project managers (RPM) meeting on December 12, 1995 at the San Francisco office of PRC Environmental Management, Inc. (PRC). He stated that he would distribute a written report of this meeting at the January 18, 1996, RAB meeting.

Mr. Schwartz reported that Mr. John Fuery requested some changes to the November 16, 1995, RAB meeting minutes. Mr. Schwartz asked Ms. Tatiana Roodkowsky, PRC, to report on the conference call that took place on December 11, 1995, between Mr. Schwartz, Mr. Fuery, and Ms. Roodkowsky. Ms. Roodkowsky explained that Mr. Fuery wanted to include some comments to the meeting minutes for the public record. Mr. Schwartz asked that the minutes package include an "errata" attachment which would include comments received from the RAB members. Attachment C is the letter sent by Mr. Fuery regarding the November 16, 1995, RAB meeting minutes.

Ms. Roodkowsky reported that Mr. Fuery requested that the RAB minutes place more emphasis on the discussions between the RAB members and less on the summary of the presentations. She asked the RAB members to comment on the style of the meeting minutes for the Moffett Federal Airfield RAB. Mr. Larry Myers stated that he preferred the minutes to reflect more interchange between the members. Mr. Schwartz asked the RAB members present if there were any objections to change the meeting minutes to include more of the discussions between the members. No objections were made, and Mr. Schwartz requested that the meeting minutes be revised to accommodate RAB members' requests.

II. COMMITTEE REPORTS

A. Document Review Committee Report

Mr. Clint Mayfield, Document Review Committee Chair, delivered the Document Review Committee report. Mr. Mayfield stated that the last meeting of the Document Review Committee took place on December 19, 1995; Attachment D is a copy of the meeting minutes.

Mr. Mayfield reported that members present at the December 19, 1995 meeting decided to request three copies of all technical documents. Mr. Myers asked whether there will be a second repository for the documents; the current legal repository is the Contra Costa County Library in Pleasant Hill. Ms. Connie Peak stated that if the library receives a second set of documents it can be available to be checked out. Mr. Mayfield stated that Mr. Richard Pieper, WPNSTA Concord, arranged for the Document Review Committee members to meet in a room dedicated to the RAB in the Badge and Pass office, located at the main gate to the naval weapons station. Mr. Mayfield provided Mr. Ronald Yee, Engineering Field Activity (EFA) West, with a list of requested technical documents. Mr. Yee stated that he will discuss the request with the members of the Document Review Committee.

Mr. Pieper stated that the Badge and Pass Office is available daily after 4 p.m. to all RAB members. He stated that if RAB members would like to meet before 4 p.m. they should contact Mr. Pieper 2 days in advance of the desired meeting date. He requested that the RAB members park in the large parking lot. Mr. Pieper stated that he has given the names of the RAB members to the guards in the Badge and Pass office. Only those RAB members whose names appear on the approved security list will be admitted. Mr. Pieper noted that tables and chairs are available as well as two (currently) empty bookcases.

Mr. Mayfield asked Mr. Pieper whether RAB members may use the photocopy machines located in the Badge and Pass Office. Mr. Pieper replied that if the use is within reason, and not excessive, RAB members may use the copy machines. Mr. Pieper asked that members be sparing in their use of Navy's copying paper. If more than a few sheets are needed, please prearrange with Mr. Pieper to obtain paper so as to avoid depleting the security department's stock. Members are welcome to bring and use their own paper.

Mr. Schwartz closed the discussion by noting that Mr. Yee will be the source of the technical documents. He stated that Mr. Yee is the remedial project manager (RPM) for Tidal and Inland Area sites at WPNSTA Concord. In addition to Mr. Yee, Mr. Roy Santana is the RPM for the Litigation Area sites and Mr. Roger SooHoo is the RPM for the solid waste management unit (SWMU) sites. Mr. Yee noted that he is also responsible for the Navy's RAB participation and for the community relations activities.

B. Finance Committee Report

Mr. Anthony Jorgenson, Finance Committee member, reported that the Finance Committee had not met and therefore has no new business to report.

C. Procedures Committee Report

Mr. David Kory, Procedures Committee Chair, stated that the Procedures Committee met on December 7, 1995, at the Badge and Pass Office. He announced that the Procedures Committee members discussed procedures to drop inactive RAB members. After missing two consecutive meetings, the RAB members will be contacted by phone. If the RAB members do not respond to the contact, then they will be removed.

Mr. Scott Etzel recommended that RAB members be contacted after missing three consecutive meetings. Mr. Mayfield stated that he did not think contacting RAB members after missing two consecutive meetings was inappropriate. Mr. Myers stressed that one of the purposes of removing RAB members from the mailing list is to save money, not to penalize individuals. Mr. Mayfield recommended notifying inactive individuals when the meeting minutes are distributed and then asking a member of the Procedures Committee to call these individuals. Mr. Kory stated that the Procedures Committee will contact the inactive members.

Mr. Kory completed his report by noting that the Procedures Committee will meet every other month. The next meeting of the Procedures Committee will be held on February 1, 1996, at 7 p.m., at the Badge and Pass Office.

D. Public Relations Committee Report

1. Creation of RAB Column

Mr. Henry O'Hagan, Public Relations Committee Chair, reported that the Public Relations Committee met on Friday, November 17, 1995, at Ms. Sylvia Kotecki's office in Concord. Mr. O'Hagan stated that three action items were discussed at the meeting. First, the Public Relations Committee recommended that the RAB develop a monthly newspaper column. Mr. Myers asked Mr. O'Hagan to explain the purpose of the column. Mr. O'Hagan stated that the purpose is to report on RAB-related activities to generate interest among the community. He noted that Mr. Schwartz volunteered to write the first three columns. Mr. Myers asked whether the column would be subject to RAB review. Mr. O'Hagan stated that the members of the RAB representing the regulatory agencies and the Navy will have an opportunity to review the column. Mr. Myers expressed concern regarding RAB oversight of the proposed columns if the column presents potentially controversial issues. Mr. O'Hagan stated that either the RAB or a designated committee would review the column prior to publication.

2. Creation of Speaker's Forum

Mr. O'Hagan stated that the Public Relations Committee recommended that the RAB create a speaker's forum. Mr. Myers asked what organizations will request the speakers. Mr. O'Hagan explained that various service clubs such as Rotary or Kiwanis are actively seeking speakers. Mr. O'Hagan stated that the long-term plan is to develop 10-minute, 15-minute, and 20-minute model presentations.

Mr. Pieper asked whether the Public Relations Committee discussed potential speaker's topics. Ms. Kotecki stated that various topics could be included in the model presentations, such as the presentation delivered by Dr. Barbara Smith, U.S. Environmental Protection Agency (EPA) on the wetland areas.

3. Creation of Membership Outreach Program

Mr. O'Hagan reported that the Public Relations Committee recommended that the RAB establish a membership outreach program. He stated that the committee members expressed concern over the lack of diversity on the RAB. Mr. Etzel agreed with the outreach program and supported targeting certain groups and communities. He noted that some individuals at other socio-economic levels may not be able to attend meetings on a regular basis but should be invited to join the RAB. Mr. Etzel stressed that it is important to expand the diversity of the RAB membership.

Mr. Myers asked Mr. Etzel to clarify how individuals would be able to participate on the RAB without attending meetings. Mr. Etzel noted that some organizations based in Contra Costa County encourage membership in their committees but do not have rigorous attendance requirements. He emphasized an important point is to not make participation difficult or complex in order to encourage diversity of community involvement.

Mr. O'Hagan announced that the next meeting of the Public Relations Committee will be held on Friday, January 5, 1996, at Ms. Kotecki's office.

Mr. Schwartz announced that the committee report delivered by Mr. O'Hagan constituted the first reading of the recommendations.

III. SECOND READING OF AND VOTE ON THE PROCEDURES COMMITTEE'S RECOMMENDATIONS

Mr. Kory reviewed the recommendations of the Procedures Committee. He noted that four items were presented to the RAB for a vote:

- Rotation of RAB co-chair. The Procedures Committee recommended that each committee chair rotate chairing the RAB meeting in the absence of the community co-chair.
- RAB meeting format. The Procedures Committee recommended that the RAB approve the new meeting format as noted on the agenda.
- Membership application. The Procedures Committee recommended that the RAB adopt the application distributed at the October 19, 1995, RAB meeting.
- Legal committee. The Procedures Committee recommended that the RAB create a legal committee to discuss legal and regulatory issues.

Mr. Schwartz asked the RAB members to vote on these recommendations. The recommendations were approved by consensus.

NEW BUSINESS

I. FUTURE AGENDA TOPICS

Mr. Schwartz stated that he will present a summary at the January 18, 1996, RAB meeting on the December 12, 1995, RPM meeting. He also noted that the January meeting will include a presentation on the Public Trust Doctrine and a second reading of and vote on the Public Relations Committee recommendations.

Mr. Schwartz announced that he is inviting Mr. Roger SooHoo, EFA WEST, to deliver a presentation on the removal action that is being considered for the SWMUs.

II. ANNOUNCEMENTS

Mr. Schwartz announced that he has received an application from Mr. Rich Perdue of Concord to join the RAB. He stressed that it is important to approve new membership procedures.

Mr. Schwartz announced that there will be a guided van tour of the IR sites on Thursday, January 18th, and that any RAB members can attend on a first come first served basis. Mr. Richard Cox and Mr. Henry O'Hagan expressed their interest and stated that they will participate.

Dr. Smith announced that a meeting will be held on January 10, 1996, at the PRC office located at 135 Main Street, San Francisco, to provide a status update on the ecological work at the Litigation Area sites. She also announced a meeting on February 20, 1996 at the RWQCB, 2101 Webster Street, Suite 500, Oakland, to discuss groundwater issues.

Mr. Schwartz stated that he will coordinate with the RAB members to see whether any of the RAB members would attend the technical meetings Dr. Smith announced.

Mr. Pieper announced that the next meeting of the RAB will be held Thursday, January 18, 1996, at 7:00 p.m. at the Ambrose Community Center in Bay Point.

III. PUBLIC COMMENT

Mr. Schwartz invited the public to comment on the issues raised in the meeting. No comments were made.

IV. ACTION ITEMS

The action items noted during the RAB meeting were as follows:

- The Document Review Committee will explore establishing a second repository for the technical documents.
- The content of the meeting minutes will reflect the interchange between the RAB members rather than strictly summarize the presentations.

V. ADJOURNMENT

Mr. Schwartz adjourned the meeting at 8:20 p.m. A copy of these meeting minutes is available to the public in the information repository located at:

**Contra Costa County Library
Main Branch
1750 Oak Park Blvd.
Pleasant Hill, CA 94523
(510) 646-6434**

ATTACHMENT A

**LIST OF ATTENDEES
NAVAL WEAPONS STATION CONCORD
RESTORATION ADVISORY BOARD MEETING
THURSDAY, DECEMBER 21, 1995**

ATTACHMENT A

**LIST OF ATTENDEES
RESTORATION ADVISORY BOARD (RAB) MEETING**

Thursday, December 21, 1995

1. COMMUNITY MEMBERS

Mr. Steven Bachofer; Mr. Richard Cox; Mr. Scott Etzel; Mr. Steve Gallo; Mr. Anthony Jorgenson; Mr. David Kory; Ms. Sylvia Kotecki; Mr. Marvin Mayfield; Ms. Colleen Monahan; Mr. Larry Myers; Mr. Henry O'Hagan; Ms. Connie Peak; Mr. John Rosengard; Mr. Herb Schwartz (community co-chair); Mr. Thomas Shirley; and Mr. Wilfred Zukeran

2. NAVY MEMBERS.

Mr. Richard Pieper, Naval Weapons Station (WPNSTA) Concord and Navy RAB Co-Chair; and Mr. Ronald Yee, Engineering Field Activity (EFA) West, remedial project manager

3. REGULATORY AGENCY MEMBERS

Dr. Barbara Smith, U.S. Environmental Protection Agency (EPA)

4. OTHER ATTENDEES

Ms. Tatiana Roodkowsky, PRC Environmental Management, Inc. (PRC) and Ms. Lynn Valdivia, PRC

ATTACHMENT B

**NAVAL WEAPONS STATION CONCORD
RESTORATION ADVISORY BOARD MEETING AGENDA
THURSDAY, DECEMBER 21, 1995**

AGENDA
NAVAL WEAPONS STATION CONCORD
RESTORATION ADVISORY BOARD MEETING

Thursday, December 21, 1995

7:00 p.m. - 8:30 p.m.
Ambrose Community Center
3105 Willow Pass Road
Bay Point, California

- | | |
|-------------|--|
| 7:00 - 7:05 | WELCOME AND INTRODUCTIONS |
| 7:05 - 7:35 | COMMITTEE REPORTS <ul style="list-style-type: none">• Document Review Committee• Finance Committee• Procedures Committee• Public Relations Committee<ul style="list-style-type: none">- First Reading of Recommendations for Conducting Public Outreach |
| 7:35 - 8:00 | SECOND READING AND VOTE OF THE FOLLOWING ITEMS: <ul style="list-style-type: none">• Rotation Of RAB Co-Chair• RAB Meeting Format• Membership Application• Legal Committee <p>(For further description of these four items, refer to the October 12, 1995, minutes of the Procedures Committee meeting, included in your RAB mailing.)</p> |
| 8:00 - 8:10 | BREAK |
| 8:10 - 8:25 | FUTURE AGENDA TOPICS |
| 8:25 - 8:30 | PUBLIC COMMENT |
| 8:30 | ADJOURNMENT |

ATTACHMENT C

**COMMENTS ON THE NOVEMBER 16, 1995, MEETING MINUTES
RECEIVED FROM MR. JOHN FUERY**

John J Fuery
Attorney at Law, General Contractor, Chemist
P.O. Box 27296
Oakland, California 94602-0405

Telephone: (510) 261-7133
Facsimile No: (510) 261-7280

December 8, 1995

Tatiana Roodhowsky, Community Relations Specialist
PRC Environmental Management, Inc.
VIA FAX 415-543-6480

Dear Tatiana,

As per our discussion last RAB meeting on November 16, 1995, I am responding to the emissions/oversights in the draft minutes of the November meeting.

Section II(B)

In Section II(B) Questions and Answers I am quoted as "mentioning that the environmental protection laws and regulations are not necessarily based on good science." In this incomplete summarization, I fear my point has been lost as the preface to that statement is severely lacking.

I prefaced my comment by explaining that the books Use and Abuse of Statistics and How to Lie with Statistics pointed out that how scientific results and their summarizations, i.e. statistics are manipulated and tweaked can lead to entirely different results at the hands of different scientists interpreting the same data.

Further, I stated that science is a dynamic and ever changing endeavor and that today's best scientific analysis is possibly obsolete, dated and ineffectual tomorrow.

Moreover, the scientific literature presents new and better techniques for scientific analysis regularly.

Also, I indicated the point that you did gloss, that the laws and regulations do not necessarily represent good science as regulations are enacted generally some time prior to the work done under those regulations, and that the regulations may or may not be based on the best and most current scientific analysis.

Section III

Within section III there is no mention of the fact that part of the answer to Mr. Raymond O'Brien indicated that former military personnel as well as current base personnel were contacted to be part of the RAB. Of importance was Mr. O'Brien's comment that it sounded like the RAB was packed with those sympathetic to the Navy and not truly representative of the community at large.

I bring up this point because not only did Mr. O'Brien raise the point but others on my side of the meeting room observed the same point as did Mr. O'Brien, i.e. that it sounded as if the selection process was not truly representative of the divergent positions of those in the community, but rather was developed to have a more DEP-WPACTA Concord cross section.

Further, someone brought up the position that the RAB could consider, as holders of the Public Trust, any environmental concerns of the community, including nuclear issues. My recollection is that several persons, including Community Co-Chair Herb Schwartz were concerned with the nuclear issue which was summarily dismissed by Rich Pieper. I assume that your statement "Mr. Pieper explained that if the issue does not relate to the Installation Restoration Program, then it is not the RAB's concern" was regarding the Public Trust/citizen nuclear concerns interchange.

Frankly, I beg to differ. My reading of the enabling legislation indicates that in the RAB's advisory capacity, the RAB members are required and expected to express the community concerns and the Navy is entitled to act or not act on those community expressed positions as it sees fit.

Moreover, your statement that no one expressed any concern about nuclear issues in the interview process is incorrect. I, for one, attempted to reach the subject and was told that due to national security issues, my questions could not be addressed. Other RAB members I have spoken to have expressed that nuclear issues are of importance to them, even if the Navy would prefer to have it otherwise.

Section IV(B)

Regarding Section IV(B), Ms. Anne Houghton is NOT a consultant hired through TAG grants, rather, my understanding as expressed at the RAB meeting, is that she works for ICC (Institute for Global Communications) which runs various environmental and other forums including CareerPro which is a forum used by RAB's nationwide that keeps RAB's and other members of the public informed of actions taken in Washington, D.C. and other governmental centers of legislative and administrative action that will have an effect on the environment and laws and regulations governing oversight of the Public Trust.

Further, in response to Mr. Itzel's question about the extent of TAG applications, I indicated that Dorothy Wilson of the EPA had told me that the Livermore RAB was in the process of applying for its 2nd TAG (of 3 years duration) and that they obviously had a very technical citizenry, but still felt it necessary to have a TAG grant to hire paid technical advisor(s).

I also mentioned that there were other applicants for TAG grants.

At one point you indicated that the Hunter's Point RAB had been unable to acquire their TAG grant for "some" reason. To which I pointed out that it was my understanding that the Hunter's Point RAB may have been the one RAB that was denied a TAG grant because of their ineffectual formation of an Internal Revenue Code non-profit organization ["501(c)(3)"] as required in the enabling legislation for the TAG grant program.

That is, as I expressed repeatedly at the RAB meeting in November and before, if a citizen's group desires to obtain a TAG (Technical Assistance Grant) they MUST form a Title 26 United States Code section 501 subsection (c) subsection (3) non profit corporation [16 USC 501(c)(3)].

In the last paragraph of section IV(B), you stated Mr. Itzel moved to table discussion indefinitely. I believe Mr. Rosegard was actually the one who proposed that the RAB not even concern itself with the TAG grant issue in the future and that a vote was taken on that issue and that Mr. Itzel proposed thanking me for my efforts, though apparently futile, as well.

Section VII

Was the meeting actually adjourned at 9:30 p.m.????

Sincerely yours,

John J. Furry

cc: Herb Schwartz,
Aimee Houghton,
Raymond O'Brien
Scott Etsel,
Ed Gardner,
Steve Galle,
David Kory.

ATTACHMENT D

**MEETING OF THE DOCUMENT REVIEW COMMITTEE
RESTORATION ADVISORY BOARD
NAVAL WEAPONS STATION CONCORD
MONDAY, DECEMBER 19, 1995**

DOCUMENT REVIEW COMMITTEE

MINUTES FROM MEETING
DECEMBER 19, 1995

DRAFT

MEETING CALLED TO ORDER AT 7:00PM, HELD AT PASS & DECAL OFFICE
MAIN GATE CONCORD NAVAL WEAPONS STATION

ATTENDEES: CLINT MAYFIELD CHAIR
CONNIE PEAK
RALPH LAMBERT
STEVE GALLO
STEVE BACHOFER

ABSENTEES: WILL ZUKERAN
JOHN ROSENGARD
JOHN FURY

ORDERS OF BUSINESS:

1. COMMITTEE ROSTER & ADDRESS

VERIFIED THAT ADDRESS'S & PHONE NUMBERS WERE CORRECT

2. SUGGESTION FOR SETTING DOCUMENT REVIEW COMMITTEE. IN PLACE,

FROM JOHN ROSENGARD, SETUP PRIMARY AND SECONDARY READERS
ON REPORTS & DOCUMENTS, ALSO HAVE MULTIPLE READERS ON
CERTAIN REPORTS. (IE: FEASIBILITY REPORTS.)

FROM CLINT MAYFIELD, COMMITTEE PERSONS MAY BE DIVIDED INTO
SMALLER GROUPS TO REVIEW DOCUMENTS,

BY SITE INTEREST, (IE; INLAND, TIDAL, OR LITIGATION.)

BY SPECIAL INTEREST, (IE: TYPE OF REPORTS.)

3. DOCUMENT AVAILABILITY

WE ARE REQUESTING 3 COPIES OF ALL DOCUMENTS,

ONE TO BE PLACED IN THE MEETING ROOM IN A LOCKED FILE
CABINET, THE OTHER TWO WILL BE FLOATING COPIES THAT
WILL BE ACCESSIBLE TO THE GENERAL R.A.B. TO CHECK
OUT TO TAKE HOME AND READ.

4. DOCUMENT PROCUREMENT

A LIST OF DOCUMENTS NEEDED WILL BE PROVIDED TO MR. RONALD YEE AT THE DECEMBER 21, 1995 MEETING. WE WOULD LIKE TO HAVE THE COPIES FROM THE LIST BY THE FIRST WEEK IN FEBRUARY SO THAT THE COMMITTEE CAN SETUP THE FILING SYSTEM.

5. A LIST OF ITEMS NEEDED WILL BE FORWARDED TO MR. RICHARD PIEPER

- ITEMS,
1. DOCUMENTS
 2. FILE CABINETS
 3. BOOK CASES
 4. CHECK OUT PROTOCOL

6. NEED TO FIND OUT ABOUT THE ACCESS AND AVAILABILITY OF THE ROOM THAT IS USED FOR THE MEETINGS, NEED TO KNOW IF IT WILL BE OPEN TO THE R.A.B. DURING THE DAY FOR DOCUMENT READING.

7. THE NEXT MEETING WILL BE HELD AT THE SAME PLACE AND SAME TIME ON JANUARY 16, 1996.

ACTION ITEMS:

1. WOULD LIKE TO KNOW ABOUT HAVING A SECOND SET OF DOCS. PLACED AT THE PUBLIC LIBRARY.
2. LIST OF DOCUMENTS NEEDED TO MR. RONALD YEE.
3. LIST OF ITEMS NEEDED TO MR. RICHARD PIEPER.
4. INQUIRER ABOUT THE AVAILABILITY OF ROOM AT WPNS. STAT.

MEETING WAS ADJOURNED AT 8:45PM.

