



October 31, 1995

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 November 16, 1995, Restoration Advisory Board Meeting Agenda and October 19, 1995, Meeting Minutes**

Dear Mr. Yee:

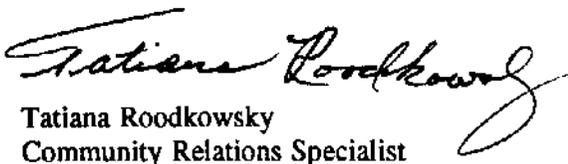
At the request of the Navy Co-Chair, Mr. Richard Pieper, please find the enclosed agenda for the November 16, 1995, Restoration Advisory Board (RAB) meeting. Also enclosed for your review are the draft minutes for the October 19, 1995, RAB meeting. Please submit any comments in writing at the November 19, 1995, 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

Also enclosed are the minutes from the October 12, 1995, Procedures Committee meeting and the minutes of the October 26, 1995, Public Relations Committee meeting.

Please call me at (415) 222-8309 or Mr. Pieper at (510) 246-5650 if you have any questions.

Sincerely,

  
Tatiana Roodkowsky  
Community Relations Specialist

Enclosures

cc: Mr. Richard Pieper, WPNSTA Concord  
Mr. Ronald Yee, EFA West  
File



# AGENDA

## NAVAL WEAPONS STATION CONCORD RESTORATION ADVISORY BOARD MEETING

Thursday, November 16, 1995

7:00 p.m. - 9:20 p.m.  
Ambrose Community Center  
3105 Willow Pass Road  
Bay Point, California

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- |             |  |
|-------------|--|
| 7:00 - 7:05 | WELCOME AND INTRODUCTIONS  |
| 7:05 - 7:40 | ECOLOGICAL RISK ASSESSMENT, LITIGATION AREA SITES  |
| 7:40 - 7:55 | QUESTIONS AND ANSWERS  |
| 7:55 - 8:05 | BREAK  |
| 8:05 - 8:20 | SUMMARY OF COMMUNITY RELATIONS PLAN  |
| 8:20 - 8:25 | QUESTIONS AND ANSWERS  |
| 8:25 - 8:45 | COMMITTEE REPORTS <ul style="list-style-type: none"><li>- DOCUMENT REVIEW COMMITTEE</li><li>- FINANCE COMMITTEE</li><li>- PROCEDURES COMMITTEE</li><li>- PUBLIC RELATIONS COMMITTEE</li></ul>                      |
| 8:45 - 9:00 | SECOND READING AND VOTE OF THE FOLLOWING ITEMS: <ul style="list-style-type: none"><li>- ROTATION OF RAB CO-CHAIR</li><li>- RAB MEETING FORMAT</li><li>- MEMBERSHIP APPLICATION</li><li>- LEGAL COMMITTEE</li></ul> |
|             | for further description of these four items, refer to the October 12, 1995, Minutes of the Procedures Committee meeting, included in your RAB mailing  |
| 9:00 - 9:10 | PUBLIC COMMENT   |
| 9:10 - 9:20 | FUTURE AGENDA TOPICS   |
| 9:20        | ADJOURNMENT  |



**NAVAL WEAPONS STATION CONCORD  
RESTORATION ADVISORY BOARD**

**MEETING MINUTES**

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

**THURSDAY, OCTOBER 19, 1995**

**I. WELCOME AND INTRODUCTIONS**

The Naval Weapons Station (WPNSTA) Concord Restoration Advisory Board (RAB) met at 7:05 p.m. on October 19, 1995, in the Ambrose Community Center in Bay Point, California. Acting Community Co-Chair, Mr. Henry O'Hagan, 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 the status of the environmental cleanup activities at WPNSTA Concord.

These minutes summarize the items discussed during the RAB meeting; they are not a verbatim transcript. Attachment A is a list of the participants. Attachment B is the meeting agenda. Attachment C is a summary of the handouts produced for the October 19, 1995 RAB meeting.

**II. UPDATE ON PROGRESS AT INVESTIGATION SITES**

**A. Overview of the Installation Restoration Program**

Mr. O'Hagan introduced Ms. Barbara Sootkoos of PRC Environmental Management, Inc. (PRC). Ms. Sootkoos updated the RAB on the environmental cleanup process at WPNSTA Concord. She stressed that more detail on the sites may be found in the handouts distributed at the meeting. Attachment C lists the handouts.

Ms. Sootkoos explained the Navy's Installation Restoration Program (IRP). She stated that the Navy developed the IRP in response to a 1980 Department of Defense mandate that the Navy identify abandoned hazardous waste sites at its installations.

Ms. Sootkoos discussed the various stages of the IRP. She noted that after a site investigation is conducted, a further investigation called a remedial investigation may be required, or no further action may be needed at that site. Mr. David Kory asked Ms. Sootkoos to clarify the reason for discontinuing an investigation. Ms. Sootkoos explained that these sites did not pose a significant threat to human health or to the environment. She mentioned a situation involving a site that had three wells that were suspected of causing cross contamination between aquifers. Once the wells were closed, the environmental threat stopped, and no additional investigation was required.

Mr. Raymond O'Brien asked whether the no further action sites can be characterized as having no contaminants present. Ms. Sootkoos explained that some of the sites were not contaminated, and other sites contained contaminants at levels that did not pose a risk to human health or the environment. Dr. Barbara Smith, U.S. Environmental Protection Agency (EPA), explained that until the Navy and federal agency agreements are signed, these areas cannot be officially characterized as having no contaminants. She noted that the proposed no further action sites will be included in the Federal Facilities Agreement (FFA) that will be negotiated between the Navy, EPA, and other agencies. Mr. Pieper, Navy RAB co-chair, stated that a key phrase to use is that the contaminant levels do not warrant further action because there is no significant human health risk or significant environmental risk. Mr. Pieper stressed that human health risk has not been a major problem at WPNSTA Concord. The focus of concern has been the ecological risk.

## **B. Litigation Area Overview**

Ms. Sootkoos mentioned that out of all the sites at WPNSTA Concord, the Litigation Area sites are the furthest along in the IRP process. She explained that these sites are called the Litigation Area sites because the Navy sued the adjacent and former property owners to recover cleanup costs. She stressed that these sites are very sensitive, unique areas because they include wetland areas that provide habitat for endangered and threatened species. She noted that the Litigation Area sites were divided into four remedial action subsites, known as "RASSs." The Navy designated these RASSs based on their geography and types of contaminants.

Ms. Sootkoos stated that the remedial action at the RASSs included excavating contaminated soils from approximately 18 acres, and backfilling, grading, and revegetating the excavated areas. She noted that the remedial actions for RASSs 3 and 4 were completed in mid-1994. The remedial actions for RASSs 1 and 2 are near completion. Ms. Sootkoos stated that the remedial design for the RASSs enhanced the existing habitat. Elevations were lowered to enhance the wetland area, refugial mounds (elevated mounds of soil) were constructed to provide refuge for the salt marsh harvest mouse, and excavated areas were revegetated with wetland plants harvested from local areas, where possible.

Mr. Steve Gallo asked whether the salt marsh harvest mouse prefers pickleweed. Ms. Sootkoos noted that the salt marsh harvest mouse does prefer pickleweed, and inhabits RASSs 1 and 2, which are marsh areas. She stated that the mice will be trapped and monitored as part of the monitoring activities that are currently being conducted at the Litigation Area sites.

Ms. Sootkoos stated that over 42,000 cubic yards of metals-contaminated soils were excavated and disposed of off site during the remedial actions. Mr. Larry Myers asked what the Navy did with the contaminated soils. Ms. Sootkoos noted that the Navy disposed of the contaminated soils at a Class I landfill in Kettleman City, California, which was the most cost-efficient disposal method.

Mr. John Fuery asked whether the criteria used to determine whether the soils would be excavated are more stringent under state regulations. Ms. Marty Walters, PRC, explained that the state criteria, total threshold limit concentrations and soluble threshold limit concentrations, were used to determine what soils would be excavated. Total threshold limit concentrations and soluble threshold limit concentrations are criteria principally used to evaluate whether waste is hazardous. In this case, the state criteria are more stringent than the federal criteria.

Ms. Sootkoos discussed the current remedial action monitoring. She stated that an extensive monitoring program was developed to monitor the effects of contaminants remaining after the remedial actions. This

monitoring program includes collecting soil, sediment, surface water, and groundwater samples. In addition, the characterization of vegetation, invertebrates, and wildlife will be conducted as part of the monitoring program. Ms. Sootkoos noted that the Navy also will conduct vegetation, invertebrates, and small mammal bioaccumulation studies.

Ms. Sootkoos reviewed the remedial action monitoring schedule. She explained that monitoring has been scheduled for before, during, and after the remedial actions. The monitoring conducted before the remedial actions was completed in 1992. The monitoring that took place during the remedial actions was conducted from 1993 to 1995. After the completion of the remedial actions, the first annual monitoring event was conducted from April through September 1995. Ms. Sootkoos stated that a report summarizing the during and after remediation (year 1) sampling will be submitted for public review in mid-1996.

Ms. Sootkoos explained that the Navy is performing a qualitative ecological assessment (QEA) to evaluate the effects of the remaining contamination on ecological receptors. She stated that the QEA includes literature research and modeling. Various sampling activities will be conducted to evaluate risk. These sampling activities include soil, sediment, and surface water sampling; invertebrate bioassays; and bioaccumulation studies, focusing on pickleweed and fish tissue. Ms. Sootkoos informed the RAB that the QEA field work will be completed this October and the QEA report will be submitted for public review in late 1996.

### C. Tidal Area Sites Overview

Ms. Sootkoos introduced Ms. Lynn Valdivia, PRC, to discuss the Tidal and Inland Area Sites. Ms. Valdivia noted that both groups of sites are currently at the same stage of the cleanup process. The field work for the remedial investigation was completed recently at both areas. Field work for the Tidal Area sites was completed in September 1995, and the analytical data have not been received. Field work for the Inland Area sites was completed in July 1995, and analytical data are currently being reviewed.

Ms. Valdivia noted that the August 1995 RAB presentation by Dr. Smith discussed the Tidal Area in detail, and that she would provide only a brief update. She noted that there were four Tidal Area sites identified in the Initial Assessment Study (IAS) report issued in 1983: Site 1, Tidal Area Landfill; Site 2, R Area Disposal; Site 9, Froid and Taylor Roads; and Site 11, the Wood Hogger Area.

A site characterization study was conducted at the Tidal Area sites in 1989, and the chemicals detected at the sites included petroleum, solvents, pesticides, PCBs, and metals. The site characterization study results indicated that the levels of chemicals at the sites did not pose a threat to people. However, the study did not evaluate risk to non-human receptors. Mr. Myers asked how the sites were determined not to be a risk to human health. Dr. Smith explained that although some "hot spots" may occur, it is highly unlikely that the area would ever be developed, since the area is mainly wetlands. In addition, access to the sites is restricted, and human contact with chemicals at the sites is limited. Dr. Smith stressed, however, that whatever remedies are selected, both humans and animals will be protected.

Ms. Valdivia noted that EPA is conducting a pilot study using traditional bioassays to evaluate the effectiveness of the newer toxicity test that the Navy used during the remedial investigation. Mr. Scott Etzel asked what was the purpose of the pilot study. The response was deferred to later in the meeting, and is discussed in Section II, part G of the meeting minutes.

Ms. Valdivia announced that the Navy will issue a remedial investigation report and ecological risk assessment in 1996. Mr. Fuery asked whether the RAB would be given an opportunity to comment on

the remedial investigation and ecological risk assessment. Ms. Valdivia explained that the RAB would be given a presentation and an opportunity to comment on the reports.

#### **D. Inland Area Sites Overview**

Ms. Valdivia briefed the RAB on the Inland Area sites. She noted that an initial assessment study identified several Inland Area sites in 1983. Most of the sites were investigated further during the confirmation study, which was completed in 1984, and a site investigation, which was completed in 1993. Based on the investigation results, five sites were recommended for further study as part of the remedial investigation: Site 13, the Burn Area; Site 17, Building IA-24; Site 22, Building 7SH5; Site 24A, the Pistol Firing Range; and Site 27, Building IA-20.

**Site 13, the Burn Area** - Ms. Valdivia noted that previous investigations identified lead, diesel, and motor oil in soil, and the ground surface in one trench is covered with residue from napalm thickener. Petroleum was detected in soil samples from below the napalm thickener. No chemicals were detected in groundwater samples. Future activities at Site 13 include a removal action for the napalm thickener and lead and petroleum contamination in several trenches.

**Site 17, Building IA-24** - Previous investigations identified diesel and metals in soil and groundwater samples. Preliminary results of the remedial investigation show lead and motor oil in soil in the drainage channels around the site and in soil at the steam cleaning outfall in Seal Creek.

Mr. Myers asked where Seal Creek discharges. Mr. Pieper responded that Seal Creek becomes Diablo Creek, goes northward to Hastings Sluice, and ultimately into Suisun Bay. Ms. Valdivia noted that samples were collected from beneath the steam cleaner discharge line in the creek. Mr. Myers asked if samples were collected beyond the outfall. Dr. Smith replied that samples were only collected from beneath the outfall because the remedial investigation focused on the area with the highest likelihood of being impacted by chemicals from the discharge line.

Ms. Valdivia stated that additional sampling may be required to evaluate the extent of the lead and motor oil in soil and groundwater at the site. Also, she noted that two underground storage tanks (USTs) at this site are scheduled for removal in 1996.

Mr. Gallo asked why the Navy is removing the USTs. Ms. Valdivia explained that California is implementing new, stringent UST regulations, most of which come into effect in 1998. Ms. Susan Gladstone, Regional Water Quality Control Board (RWQCB), noted that it may be more cost effective to remove the existing USTs before the new regulations are in effect.

Mr. Fuery asked whether the Navy is required to meet the federal UST standards. Mr. Pieper replied that the Navy must meet the state UST regulatory standards, which are more stringent than the federal standards.

**Site 22, Building 7SH5** - Ms. Valdivia stated that the next site under investigation, Site 22, has an UST containing diesel, and that the building located at the site has housed various painting activities. Preliminary remedial investigation results indicate that diesel was detected in the drainage channel, and diesel and the solvent trichloroethene were detected in groundwater samples near the UST.

Future activities at Site 22 include additional sampling to evaluate the extent of diesel and trichloroethene contamination in soil and groundwater. Also, the UST is scheduled for removal in 1996.

**Site 24A, the Pistol Firing Range** - Ms. Valdivia stated that the remedial investigation was conducted to evaluate whether metals are migrating from the site through surface water runoff. Results of the remedial investigation show that lead and petroleum-related compounds are present in shallow soils from the berm, and lead is present in surface soil in the drainage channels, which indicates lead is migrating from the site.

Future activities at Site 24A include a removal action to control migration of lead from the site and to remove the petroleum-related compounds in front of the berm. The source of the petroleum compounds has not been determined.

**Site 27, Building IA-20** - Previous investigations identified petroleum and pesticides in soil at Site 27. Preliminary remedial investigation results indicate pesticides, PCBs, diesel, and motor oil were detected in soil samples near the UST and in the drainage channel. Mr. Myers asked where the PCBs originated. Mr. Pieper noted that PCBs used to be a very common constituent found in waste oil products. He stated that various hydraulic components were tested at the site, such as fin actuators, that may have been cleaned out at the site.

Ms. Valdivia closed her presentation of the Inland Area sites by noting that there will be several opportunities for RAB input including a RAB review of the evaluation and selection of removal actions for Sites 13 and 24A, which are expected to occur in 1996. Also, RAB members will be asked to review a draft of the remedial investigation report which should be completed in July 1996.

#### **E. Solid Waste Management Unit Sites**

Ms. Valdivia introduced Ms. Anju Vig, PRC, to discuss the solid waste management unit (SWMU) sites. Ms. Vig defined a SWMU as any area or unit at a site where wastes have been placed at any time, regardless of whether the area or unit was intended for the management of wastes. She stated that in 1992, 29 SWMUs were identified in the Tidal and Inland Areas as requiring further action.

Ms. Vig stated that out of the 29 identified SWMUs, 24 were assessed in a confirmation study. The remaining five SWMUs were investigated or remediated under other programs. Ms. Vig summarized the initial results of the confirmation study for the 24 SWMUs. She stated that 15 out of the 24 SWMUs are associated with septic tanks where no releases of chemicals have taken place. Seven of the remaining SWMUs required supplemented field work, which was completed in October 1995, to determine the extent of chemicals, to confirm the presence of chemicals, and to assess the potential impact to groundwater. Ms. Vig stated that the results of the supplemental field work will be available in late 1995.

Ms. Vig summarized future SWMU actions. She noted that the Navy will issue a report on the results of the confirmation study and the supplemental field work in 1996, and will keep the RAB informed on any potential removal actions.

#### **F. Storage Tanks**

Ms. Vig noted that USTs were installed at WPNSTA between 1940 and 1979. She stated that most USTs stored diesel, and that 28 USTs have been removed since 1987. An additional 23 USTs are scheduled to be removed in 1996, and 4 USTs are slated for removal in 1998. After all the planned removals are completed, WPNSTA Concord will have one UST on site.

Ms. Vig stated that there are 19 active aboveground storage tanks (AST) and four inactive ASTs. Six ASTs are scheduled for removal in 1995 and 1996. Most the ASTs store diesel. After all the AST removals have been completed, WPNSTA will have 30 ASTs in place.

Mr. Fuery asked how the waste oils are handled at WPNSTA Concord. Mr. Pieper noted that all waste oil that is disposed of off the station is checked for contaminants. He stated that all tanks undergo a full metals analysis. He also noted that most of the waste oils are disposed of as waste oil, not hazardous waste.

#### **G. Miscellaneous**

Mr. Fuery asked Dr. Smith what cells were used in the bioassays. Dr. Smith responded that human liver cells were used.

A discussion ensued regarding the proposed reference marsh for the Tidal Area. EPA will study whether the ambient levels of chemicals at the reference marsh are possibly toxic. Mr. Fuery expressed concern that there may be contaminants present at the marsh site. Dr. Smith explained that there is no place in the greater Bay Area where there is no level of contamination. Mr. Fuery stated that he had a concern that the baseline for the ambient levels should not be set at an unrealistic level. He also asked whether rural areas could be used as reference marshes, since the rural areas might have ambient levels with less toxicity. Dr. Smith stated that most rural areas have more contamination. Ms. Gladstone stated that the RWQCB has collected samples throughout the Bay Area and most of the samples contain some contamination.

### **III. COMMITTEE REPORTS**

#### **A. Document Review Committee Report**

Mr. Wilfred Zukeran reported that the Document Review Committee met on September 28, 1995. Mr. Marvin Mayfield, temporary chair of the Document Review Committee, asked the members for a volunteer to chair the committee. Mr. Zukeran volunteered to serve as committee co-chair, and then after a few months, he will assume the chair position.

Mr. Zukeran stated that the Document Review Committee will receive and maintain all documents of interest to RAB members. The Document Review Committee also will summarize the documents distributed at each RAB meeting, and the summaries will become part of the meeting minutes. He stated that there would be three sets of documents. One set of documents would be maintained in the information repository in the main library, one set of documents would be kept with Mr. Pieper, and the third set would be maintained by the Document Review Committee at a location to be determined.

Mr. Zukeran announced that the Document Review Committee agreed to meet on the Thursday following the RAB meeting. He noted that the next meeting would take place on Thursday, October 26, 1995, at the Legends Golf Course Country Club, at 7:00 p.m.

Ms. Connie Peak added to Mr. Zukeran's report that the Document Review Committee will work closely with the Public Relations Committee to develop summary reports of the documents distributed at RAB meetings. She also noted that she took minutes, but the minutes were with Mr. Mayfield.

## **B. Finance Committee Report**

Mr. John Fuery reported that the Finance Committee met and discussed the possibility of establishing a non-profit organization, separate from the RAB. Mr. Fuery referred to the non-profit organization as a "501(c)(3)" organization. Mr. Pieper asked Mr. Fuery to explain the 501(c)(3) designation. Mr. Fuery stated that 501(c)(3) is the number of the Internal Revenue Service regulations that apply to non-profit organizations. Mr. O'Hagan asked Mr. Fuery if he would make a presentation at the next RAB meeting on the Finance Committee's proposal to establish a 501(c)(3) organization. Mr. Ralph Lambert asked whether the EPA Technical Assistance Grant could be used to assist the RAB. Ms. Wilson offered to meet with any interested RAB members to discuss the Technical Assistance Grant program.

## **C. Procedures Committee Report**

Mr. David Kory, Procedures Committee chair, reported that the Procedures Committee met on October 12, 1995, at the Legends Golf Course restaurant. The Procedures Committee agreed to meet on the first Thursday of each month. Mr. Kory noted that although he was not present at the Procedures Committee meeting, he was elected permanent chair.

## **D. Procedures Committee Proposals to the RAB**

Mr. Kory stated that the Procedures Committee proposed that the RAB adopt the meeting format proposed by the Procedures Committee and announced at the September 21, 1995, RAB meeting. He also reported that the Procedures Committee proposed the establishment of a legal committee. Mr. Kory stated that the Procedures Committee decided to rotate the responsibility of the RAB co-chair, when Mr. Herb Schwartz is absent from a RAB meeting. Mr. Pieper noted that the Procedures Committee also proposed a new RAB membership application. Mr. Pieper announced that these four proposals constitute a first reading to the RAB, and will be voted on at the next meeting.

## **E. Public Relations Committee Report**

Mr. Ed Gardner reported that the Public Relations Committee met on October 2, 1995. He stated that the Public Relations Committee will try to reach the public access television to announce the RAB meetings. Mr. Henry O'Hagan was elected chair, and Mr. Gardner was elected co-chair. Mr. Pieper requested that any documents prepared by the committee for public media be provided to WPNSTA Concord for review prior to release.

## **V. FUTURE AGENDA TOPICS**

### **A. Future Agenda Topics**

Mr. Raymond O'Brien suggested adding a discussion of the archeological sites to the RAB agenda. Mr. Pieper stated that the Navy did conduct an archeological survey known as the Historical Resources Plan and the only area determined to be of historical significance was the site of the Port Chicago incident.

Mr. O'Brien stressed that he would like to see a discussion of this topic on a future agenda. Dr. Smith announced that she is working with her EPA colleagues to find an expert to address the archeological issues, particularly as these issues pertain to the landfill. Mr. Ronald Yee mentioned that the Navy has

an archeological expert, Mr. Lou Wall. Mr. Pieper stressed that there is no evidence that any Indian burial grounds existed at the landfill. He stated that he is concerned that the RAB could become side-tracked on this issue.

Mr. O'Hagan announced that Ms. Mary Gleason, PRC, will prepare a presentation on ecological risk assessment for the next RAB meeting.

#### **B. Next RAB meeting**

Mr. O'Hagan announced that the next meeting of the RAB will be held Thursday, November 16, 1995, at 7:00 p.m. at the Ambrose Community Center in Bay Point.

### **VI. PUBLIC COMMENT**

Mr. O'Hagan invited the public to comment on the issues raised in the meeting. No comments were received.

### **VII. ACTION ITEMS**

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

- Mr. Fuery will report to the RAB the results of the next meeting of the Finance Committee and the status of the IRS non-profit designation 501(c)(3) and the Technical Assistance Grant proposal.
- At the next RAB meeting, the Procedures Committee will ask for a vote on the following items which are explained in the Procedures Committee meeting minutes for October 12, 1995:
  - RAB co-chair rotation
  - RAB meeting format
  - Establishment of a Legal Subcommittee
  - Membership application

### **VIII. ADJOURNMENT**

Mr. Pieper adjourned the meeting at 9:15 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 PARTICIPANTS  
RESTORATION ADVISORY BOARD MEETING**

**OCTOBER 19, 1995**

**ATTACHMENT A**

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

Thursday, October 19, 1995

**1. COMMUNITY MEMBERS**

Mr. Scott Etzel; Mr. John Fuery; Mr. Steve Gallo; Mr. Edward Gardner; Mr. Anthony Jorgensen; Mr. James Koeppel; Mr. David Kory; Ms. Sylvia Kotecki; Mr. Ralph Lambert; Ms. Colleen Monahan; Mr. Larry Myers; Mr. Raymond O'Brien; Mr. Henry O'Hagan; Ms. Connie Peak; Mr. John Rosengard; Ms. Catie Roy; Mr. Thomas Shirley; Ms. Jeanne Waggoner; 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).

**3. REGULATORY AGENCY MEMBERS**

Ms. Susan Gladstone, California Regional Water Quality Control Board; Mr. James Pinasco, California Department of Toxic Substances Control; and Dr. Barbara Smith, U.S. Environmental Protection Agency (EPA).

**4. OTHER ATTENDEES**

Mr. A. Dongallo; Mr. J. Garcia, Student, U.C. Berkeley; Mr. Robert Jones, Contra Costa Grand Jury; Mr. Harry Koyer; Ms. Nedi Parks; Ms. Tatiana Roodkowsky, PRC; Mr. Roy Santana, EFA WEST; Ms. Barbara Sootkoos, PRC; Ms. Lynn Valdivia, PRC; Ms. Anju Vig, PRC; Ms. Marty Walters, PRC; Ms. Dorothy Wilson, EPA; and Mr. Wing Wong, EFA WEST.

**ATTACHMENT B**

**AGENDA  
NAVAL WEAPONS STATION CONCORD  
RESTORATION ADVISORY BOARD MEETING**

**OCTOBER 19, 1995**

**AGENDA**  
**NAVAL WEAPONS STATION CONCORD**  
**RESTORATION ADVISORY BOARD MEETING**

**Thursday, October 19, 1995**

**7:00 p.m. - 9:00 p.m.**

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

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7:00 - 7:10	WELCOME AND INTRODUCTIONS
7:10 - 7:45	UPDATE ON PROGRESS AT INVESTIGATION SITES
7:45 - 8:00	QUESTIONS AND ANSWERS
8:00 - 8:10	BREAK
8:10 - 8:30	COMMITTEE REPORTS
	-DOCUMENT REVIEW COMMITTEE
	-FINANCE COMMITTEE
	-PROCEDURES COMMITTEE
	-PUBLIC RELATIONS COMMITTEE
8:30 - 8:40	PUBLIC COMMENT
8:40 - 9:00	FUTURE AGENDA TOPICS
9:00	ADJOURNMENT

**ATTACHMENT C**

**LIST OF HANDOUTS DISTRIBUTED AT  
RESTORATION ADVISORY BOARD MEETING**

**OCTOBER 19, 1995**

**LIST OF HANDOUTS  
DISTRIBUTED AT  
OCTOBER 19, 1995  
RESTORATION ADVISORY BOARD MEETING**

**Bioassays Being Used For Ecological Assessments at Naval Weapons Station Concord, October 19, 1995**

**Department of the Navy Restoration Advisory Board Guidelines, October 18, 1994**

**Naval Weapons Station Concord Restoration Advisory Board Membership List, October 19, 1995**

**Procedures Committee Meeting Minutes of Thursday, October 12, 1995**

**Public Relations Committee Meeting Minutes of Monday, October 2, 1995**

**Summary (detailed) of Restoration Advisory Board Presentation October 19, 1995**

**Summary of Oral Presentation of Environmental Investigations at Naval Weapons Station Concord  
Delivered to Restoration Advisory Board on October 19, 1995**

## **MINUTES OF PROCEDURES COMMITTEE MEETING Naval Weapons Station Concord - Restoration Advisory Board**

**Date/Time of Meeting:** Thursday, October 12, 1995 at 7:00 p.m.  
**Location:** Legends Golf Course Clubhouse

**Members Present:** John Fuery, Ed Gardner, Larry Myers, Hank O'Hagan, Catie Roy, Herb Schwartz, Wil Zukeran

**Members Absent:** Rich Cox, Tony Jorgensen, David Kory, Clint Mayfield, Keith Woods

**Next Meeting:** Thursday, November 2, 1995 at 7:00 p.m.  
Clyde Community Center (tentative)

### **Meeting Day**

A new meeting day was proposed for the first Thursday of each month. Catie Roy will contact and confirm the new day and location with the absent members of the committee at the October 19 RAB meeting.

### **RAB Co-Co-Chair**

Herb Schwartz asked that members consider appointing a co-co-chair to chair meetings when he is out of town, etc. Hank O'Hagan suggested that the other committee chairs (members of the Steering Committee) form a rotation schedule to chair meetings, etc. when Herb is unavailable. Herb will put together a schedule for the future, and Hank agreed to co-chair the October 19 RAB meeting with Rich Pieper while Herb is out of town.

- \* The revolving co-co-chair to fill-in for Herb needs a motion/approval by the RAB.

### **RAB Meeting Format**

Herb and Rich developed a suggested format for the monthly RAB meetings:

- |                                       |                                |
|---------------------------------------|--------------------------------|
| 1. Welcome and Introductions (5 mins) | 4. Committee Reports (30 mins) |
| 2. Presentation with Q & A (60 mins)  | 5. New Business (10 mins)      |
| 3. Old Business (15 mins)             | 6. Public Comments             |

- \* The proposed RAB Meeting Format needs a motion and approval by the RAB.

### **Public Relations Committee**

Ed Gardner and Hank O'Hagan, members of the PR Committee presented minutes from their first meeting to the Procedures Committee. Herb asked them to update the RAB membership on their plans at the October 19 meeting.

### **Membership Application**

Catie will draft a proposed membership application for consideration by the RAB.

- \* Needs quick look, changes, approval by the RAB members.

**Legal Committee**

Herb suggested that a Legal Committee be formed to advise the RAB on legal issues involved in the NWSC clean-up, the RAB's statutory authority and to provide advice to the Navy regarding standards. John Fuery and Catie Roy agreed to begin recruiting committee members at the October 19 RAB meeting.

- \* The formation of this new committee needs RAB approval.

**Business Plan/Mission Statement**

Herb suggested that the RAB develop a mission statement including goals and benchmarks for RAB progress. The Procedures Committee can begin work on this project, and/or a special subcommittee can be formed for this task.

- \* This is another item for New Business at the October 19 meeting.

**RAB Document Storage**

The Procedures Committee has volunteered to be the temporary repository for all RAB documents until TAG monies are available or other arrangements are made.

- \* This probably also needs approval from the RAB membership.

**Social Event**

Herb also suggested that at some time in the near future, a social event for RAB members and their families should be organized so we can get to know each other better. This may require the formation of a temporary subcommittee?

- \* Need ideas from the RAB membership.

**RAB Questionnaires**

Catie will contact Clint to work on compiling the data collected from the questionnaires, and report to the group as soon as possible with a synopsis of our human resource base.

**Committee Chairman**

The Procedures Committee members present unanimously agreed to ask Dave Kory to stay on as Committee Chairman. Hopefully, we can gain Dave's approval at the October 19 RAB meeting !!

- \* Check with Dave.

**Other Items**

- \* Need to check on status of NWSC tour for RAB member at the October 19 meeting.

The Procedures Committee meeting adjourned at approximately 9:00 p.m.

## PUBLIC RELATIONS COMMITTEE

### Meeting Minutes

October 24, 1995

The Public Relations (PR) Committee of Naval Weapons Station (WPNSTA) Concord, Restoration Advisory Board (RAB), was called to order by PR Committee Chair Mr. Henry (Hank) O'Hagan at 12:35 p.m. on Thursday, October 24, 1995, at 1470 Wharton Way, Suite D, Concord, California. It was moved, seconded and passed to accept the minutes of the last meeting as distributed.

Those in attendance were: Mr. O'Hagan; Mr. Ed Gardner; Mr. Steve Bachofer; Ms. Sylvia Kotecki; and Ms. Tatiana Roodkowsky, PRC Environmental Management, Inc.

Hank asked the PR Committee members whether they would recommend changing the RAB meeting from December 21, 1995, since the day falls close to Christmas. No decision was made, and Hank stated that he would discuss this issue at the next meeting of the Steering Committee.

Tatiana summarized the Community Relations Plan (CRP) she distributed to the PR Committee members for perusal at the October 19, 1995 RAB meeting. Tatiana reviewed the report and asked the PR Committee to especially address sections 5, 6, and 7 of the CRP. She asked that we note any areas of information that were unclear or incomplete. She offered to return to our next PR Committee meeting to have this brought to her attention.

Tatiana stressed that the CRP represents the final draft. She requested that the PR Committee review the comments submitted by the regulatory agencies including the U.S. Environmental Protection Agency and the Department of Toxic Substances Control.

During a brainstorming session, Tatiana encouraged PR Committee members to attend other RAB meetings held in the Bay Area to get ideas to help expedite our WPNSTA Concord RAB process of distributing information to our community. She agreed to distribute copies of meeting minutes and to inform Hank and Ed of future meetings of other RABs. She mentioned that the Hunters Point Annex RAB was scheduled for Thursday, October 26, 1995, at 5:30 p.m. Ed volunteered to attend on behalf of the PR Committee. Hank and Ed volunteered to distribute the meeting minutes received from other RABs to the PR Committee.

Hank raised the issue regarding encouraging members of the community to attend WPNSTA Concord RAB meetings. A brainstorming session followed and the PR Committee members discussed ways to utilize the CRP as a guide.

Following are the initial actions discussed to encourage community members to attend the RAB meetings:

- Environmental Tour of WPNSTA Concord
- Advertisements
- Community Calendar notices (note: Tatiana is placing these in some local newspapers)

- Public Access TV Channel (Ed and Tatiana are to work together to achieve this)
- Newspaper Column (Approach local newspapers and offer to write a weekly RAB column)
- Set up presentations in different locations around the area to keep the community informed
- PR Committee members approach community groups - offer to make short presentations (Examples: Homeowners Associations, Chambers of Commerce, Water Board, Realty Board, Rotary Clubs, etc.)
- Flyer - for mailings (Ask Tatiana to develop with the PR Committee's input)
- Develop another fact sheet (Similar to the fact sheet distributed in May 1995)
- Seek out meeting places in the surrounding communities to hold RAB meetings and to hopefully increase community attendance

Tatiana reported that there are limited funds available to send out mailings and develop fact sheets. However, Tatiana noted that when appropriate and the funds are available, she will work with the PR Committee to develop these fact sheets and mailings. She noted that the key is to prioritize the issues that are important to the RAB, and then to see if the funds are available.

Tatiana listed her commitment to action for the PR Committee to:

1. Keep the PR Committee informed of other RAB meetings in the Bay Area and to provide Hank and Ed with the meeting minutes of those RAB meetings;
2. Attend the next PR Committee meeting scheduled for Friday, November 17, 1995 at 12:00 p.m., 1470 Wharton Way, Suite D, Concord, California; and
3. Meet with Ed to develop a plan for placing public TV announcements.

The next meeting of the PR Committee will be held the *day after the regular RAB meeting at 12:00 p.m., Friday, November 17, 1995*, at 1470 Wharton Way, Suite D, Concord, California, (Sylvia's office). All members are encouraged to be on time. Also, please contact Hank or Ed to confirm attendance. For last minute calls, the office number is 510/ 685-5762. Please note that 1470 Wharton Way is east of Treat Boulevard, right turn off from Clayton Road, one block down and the building is on the corner.

The meeting was adjourned at 1:47 p.m.

Respectfully submitted by Sylvia Kotecki, October 25, 1995.