



KELLY AFB  
TEXAS

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ADMINISTRATIVE RECORD  
COVER SHEET

AR File Number 156.02

**28 October RAB Action Item/Response**

**Item:** A

**Description:** Letter to ATSDR.

**Requestor:** Mr. Quintanilla

**OPR:** Mr. Sandoval

**Action:** Mr. Sandoval said that he would send a letter to the ATSDR asking for an explanation as to why the ATSDR Report was not sent to the RAB for review.

**Response:**

Temporarily on hold due to the resignation of Mr. Sandoval. This matter was addressed by Dr. Fowler, ATSDR, at Congressman Rodriguez's Community Forum on 14 Dec. 98. Minutes from the Community Forum will be provided to RAB members.

**28 October RAB Action Item/Response****Item:** B**Description:** Rationale behind decision not to allow RAB civilian co-chair to attend BCT meetings.**Requestor:** Mr. Rice**OPR:** Kelly AFB**Action:** Mr. Rice asked for an explanation regarding the denial by the BCT to allow Mr. Sandoval to attend the BCT meetings.**Response:**

- A. Review of Guidelines.** The relationship between the RAB and the BCT at closing installations is referenced in the RAB Implementation Guidelines (Guidelines) promulgated in 1994 by the Department of Defense and the Environmental Protection Agency. The Guidelines are attached as Appendix A to the Kelly AFB Charter.

**Membership.** The Guidelines at Part II discuss the selection of government members. The following statement is included:

“In the case of closing military installations, the Base Realignment and Closure (BRAC) Cleanup Team (BCT) will be a member of the RAB. The BCT consists of representatives from the DoD service, EPA, and the state.”

**Role of the BCT Members on the RAB.** The Guidelines at Part IV addresses the Roles and Responsibilities of the BCT members on a RAB at a closing installation as follows:

- “1. The BCT should maintain a close working relationship with other members of the RAB.
2. The BCT should provide timely and accurate information to the RAB.”

Membership on the BCT includes Kelly AFB, TNRCC and EPA. In addition to the community representation at RAB meetings, TNRCC and EPA are included as members of the RAB and TRS. One or more of the Air Force representatives on the BCT, although not RAB members, are also available at RAB and TRS meetings. Furthermore, the TRS and BCT members have agreed to synchronize dates for the regularly scheduled monthly TRS and BCT meetings to facilitate attendance of BCT members at TRS meetings. This existing cross membership and attendance allows

opportunity for the concerns of the community RAB members to be brought to the attention of the BCT.

**B. Request to Attend BCT Meetings.**

In response to the RAB's request to have representation at the BRAC Cleanup Team (BCT) meetings, the members of the BCT have determined that it would be best to maintain the makeup of the BCT as it is today. BCT members carefully weighed the request, and spent considerable time deliberating the benefits and drawbacks of such participation.

The BCT meets monthly for two days to serve very specific policy and technical peer review functions. Discussions at these meetings are preliminary, pre-decisional and part of the deliberation process of the agencies involved. BCT members expressed their understanding and appreciation of the RAB's request to attend meetings, and they unanimously agreed that it would be important to continue to share with the RAB the issues and outcomes from the meetings.

As a result, the BCT will continue to send meeting minutes to RAB members in a timely manner for review prior to the next RAB meeting. The minutes will also be provided in the information packets at the RAB meeting. To further facilitate close communication between the community members of the RAB and the BCT members, the RAB may wish to devote a portion the TRS meetings to ask question regarding the BCT minutes and provide discussion of BCT minutes as an item in TRS updates to the RAB.

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28 October RAB Action Item/Response

**Item:** C

**Description:** All BCT minutes.

**Requestor:** Mr. Sandoval

**OPR:** Kelly AFB

**Action:** Mr. Sandoval asked that the RAB receive all BCT minutes.

**Response:**

BCT Minutes will be mailed out to RAB members in a timely fashion, following all BCT meetings. July meeting minutes have already been provided to the RAB. Minutes from the September, October, and November meetings of the BCT were mailed out to all RAB members on 3 Dec 98. The BCT minutes from the December BCT meeting were mailed to RAB members on 22 Dec. 98.

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**28 October RAB Action Item/Response**

**Item:** D

**Description:** BCT minutes in information repository and administrative record.

**Requestor:** Mr. Sandoval

**OPR:** Kelly AFB

**Action:** Mr. Sandoval asked if the BCT minutes were in the information repository and administrative record.

**Response:**

Minutes will be maintained in the main San Antonio Public Library and at the Kelly AFB Library.

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**28 October RAB Action Item/Response**

**Item:** E

**Description:** RAB packets to RAB members before RAB meeting.

**Requestor:** Mr. Sandoval

**OPR:** Kelly AFB

**Action:** Mr. Sandoval asked if it was possible for RAB members to get the RAB packets 2 to 3 days prior to the RAB meeting.

**Response:**

Yes, steps will be taken to ensure that RAB members receive RAB meeting packets prior to the RAB meeting.

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**28 October RAB Action Item/Response****Item:** F**Description:** Other government agencies that sponsor training activities.**Requestor:** BGen Murdock**OPR:** Kelly AFB**Action:** General Murdock said that the Air Force will look at other government agencies that sponsor training activities which RAB members could attend.**Response:****RAB Training****Edwards Aquifer Authority** can do a special briefing or presentation for the RAB, if desired, to cover the aquifer, the recharge zone, etc.**TNRCC**

TNRCC staff are sending the Clean Texas 2000 catalog of training materials on pollution prevention, recycling, waste reduction, etc., for review by RAB members.

TNRCC's Community Relations Advisor informs us that their Community Advisory Panels (CAPs) have a training session soon after the CAP is formed. Materials are specific to the facility involved and created by the project management team for the facility. This is usually all morning on a Saturday and is what Kelly did when the RAB was originally formed.

TNRCC Federal Facilities Team arranged waiver of fees and reservation of quotas for RAB members to attend the seminar on Texas Risk Reduction Rules last year. This may be repeated for other TNRCC programs of interest to RAB members.

TNRCC also sponsors an April event each year, the Environmental Trade Fair, which is open to the public. The Federal Facilities staff know of no other training relevant to RAB issues.

**EPA**

EPA tailored its presentation from the Seminar on Monitored Natural Attenuation and presented it for the RAB and community stakeholders on 28 Oct 98. This can be repeated when other interesting and relevant areas are addressed by EPA.

EPA Community Involvement and Outreach Information Center (703) 603-8780 is a resource for training and community involvement materials.

RAB members with specific interests and access to the Internet may also consult: <http://www.epa.gov/regional/statelocal/training.htm>. Members without computer access to the Internet may contact Dick Walters at 925-1815 to arrange to use a computer on-base or at a local library.

HAZ-ED Program . There are Superfund sites and many other hazardous waste sites in every state. Every community generates hazardous waste. The Federal Superfund Program, administered by the U.S. Environmental Protection Agency (EPA), investigates and cleans up hazardous waste sites throughout the United States. Part of this program is devoted to informing the public and involving them in the process of cleaning up hazardous waste sites from beginning to end. Haz-Ed was developed to assist EPA's efforts. Haz-Ed assists educators in teaching 7th through 12th grade students about hazardous waste, environmental issues surrounding site cleanup, and the Federal government's Superfund Program.



**Air Force Research Lab, Brooks**

Environmental and occupational health staff have agreed to repeat their previous training on environmental risk at the RAB's convenience.

These are the training opportunities we were able to locate. The search, however, will continue for materials that will assist RAB members in fulfilling their role in the cleanup program.

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## **28 October RAB Action Item/Response**

**Item:** G

**Description:** RAB training guidance.

**Requestor:** Mr. Rice

**OPR:** Kelly AFB

**Action:** Mr. Rice requested specific policy guidance on RAB training.

### **Response:**

The official position of the Air Force is set forth in a letter from Chief of the Environmental Division, Headquarters Air Force, in a letter dated 30 Oct. 98, a copy of which is attached. The letter states the Restoration Advisory Board (RAB) section of the Defense Environmental Restoration Program (DERP) statute and other legal authorities, provides funding for technical assistance training for citizen ARB members. Funding for the technical assistance training is available through the TAPP grant program only. The Kelly Air Force Base RAB has applied for and has been awarded a TAPP grant for Fiscal Year 1998.

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