

Former Wurtsmith AFB
Restoration Advisory Board (RAB) Training
 23 April 2019
 Robert J. Parks Library
 6010 N. Skeel Ave., Oscoda, MI 48750
 5:30 – 7:45 p.m. Eastern Daylight Time

Final Meeting Minutes

Current as of: 7-Jun-19

Members Present	Organization
Tim Cummings	Oscoda Township
Robert Delaney	Department of Environment, Great Lakes, and Energy (EGLE)
Abiy Mussa	Michigan Department of Health and Human Services (MDHHS)
Leisa Sutton (Alternate)	AuSable Township
Arnie Leriche	Community Member
Denise Bryan	District Health Department #2 (DHD2)
Matt Marrs	Air Force Civil Engineer Center/Air Force Co-Chair
Clint Emerson	U.S. Department of Agriculture Forest Service (USFS)
Joe Maxwell	Community Member
Jeff Moss	AuSable Township
Mike Munson	Oscoda-Wurtsmith Airport Authority (OWAA)
Dan Stock (Alternate)	Community Member
Robert Tasiar	Community Member
Aaron Weed (Alternate)	Oscoda Township
Cathy Wusterbarth	Community Member
Catherine Larive (Alternate)	Community Member
John Nordeen (Alternate)	Oscoda Township
Irene Dunn (Alternate)	Community Member
Bill Gaines	Community Member
Jerry Schmidt	Community Member
Martha Gottlieb (Alternate)	Community Member
Members Absent	Organization
Matthew Hegwood	Community Member
Jim Davis (Alternate)	Community Member
Joe Plunkey	Community Member
Other Attendees	Organization
Malcolm McClendon	AFIMSC/PA
Breanne Humphreys	CNMC – AFIMSC/PA support
Natausha Bly	CNMC – AFIMSC/OA support

Attachments

Attachment 1: Agenda

Attachment 2: Presentation

Attachment 3: Meeting Evaluation Form

Welcome and Introductions

Mr. Arnie Leriche, Wurtsmith RAB Community co-chair opened the meeting with brief comments.

Mr. Malcolm McClendon, RAB meeting facilitator, summarized the training objectives and key topics.

RAB members elected not to read ground rules at the beginning of meetings.

RAB Operations

Ms. Breanne Humphreys, RAB coordinator, reviewed successes and improvement opportunities (slide 7).

- Mr. Mike Munson, Oscoda-Wurtsmith Airport Authority Representative said he'd like to see more transparency.
- Mr. Jerry Schmidt made a statement that fresh water is a precious resource and the RAB, community and agencies have to work together to clean it and preserve it for children and future generations.
- Mr. Leriche asked to see the Air Force's data sharing policy in draft form so he can provide comments.

Mr. McClendon highlighted restoration-focused topics (slide 8). Mr. Leriche suggested moving "interim mitigation" from cleanup to Assessment & Investigation to align closer with the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) process.

Ms. Humphreys presented topics that are generally outside the scope of the RAB, and then walked through two examples to demonstrate how certain scenarios still support a restoration initiative and may be permitted. One example she highlighted was health studies. If a health study influences a health advisory or promulgated standard, then it is appropriate for the RAB to discuss. If not, it wouldn't be appropriate for the RAB to discuss a health study without outcomes that impact restoration—this avoids speculation.

Mr. Leriche brought up the 2012/13 Clark's Marsh fish study and 2018 deer study that resulted in the state issuing "Do not eat Fish/Deer" advisories. He asked when and how does that turn into a remediation action? Is it an investigation that is specific to that health issue?

Mr. Matt Marrs, Air Force co-chair, said when the CERCLA process gets to the Remedial Investigation (RI) phase.

Mr. Leriche stated that CERCLA allows interim mitigation. He said the Air Force should review state data and consider restarting the CERCLA process, going back to the preliminary assessment (PA) and conducting an ecological environmental risk assessment to see if it calls for more interim mitigation actions. He said the Air Force has done some innovative things in California to look at standards and how significant it would be to look at (screening levels) earlier.

The group discussed when off-base sampling is considered an appropriate topic for the RAB venue. Ms. Humphreys stated that if the base is known or suspected to be a contamination source and the contaminants have promulgated standards or lifetime health advisories, then off-base sampling may be discussed and presented during Air Force RAB meetings.

Former Wurtsmith AFB Restoration Advisory Board Training

Final Meeting Minutes

23 April 2019

Mr. Robert Tasiar asked about whether or not impacted wells by the lake qualified. Mr. Marrs stated that the ones on the west side of the lake would qualify. He said an Air Force hydrogeologist subject matter expert would be presenting information regarding the east side of the lake at the RAB meeting the next day (April 24).

Mr. Bill Gaines pointed out that there are state rules and regulations that the Air Force chooses not to follow. He said it boils down to what is suspected and by whom and what the Air Force accepts as promulgated standards. He expressed concern that off-base impacts won't be addressed or reviewed properly by the Air Force.

Mr. Tim Cummings and Mr. John Nordeen, Oscoda Township trustees, recommended the Air Force focus on "perimeterizing" the contamination—known, suspected, and unknown sites—to help define and explain better. Mr. Cummings also suggested including a priority or hierarchy for sites and the nature of contamination.

Several RAB members indicated any visual representation / map of sites and contamination would need to remain flexible because the plumes migrate and information and standards are evolving.

Mr. McClendon provided more information regarding the Air Force "open house" that will take place one hour before each RAB meeting. Mr. Marrs explained that this provides an opportunity for members of the public who have questions or want to discuss topics more in depth to meet with Mr. Marrs and his support team. He said sometimes people are uncomfortable speaking during the public comment period, he said this is an opportunity for the public, and RAB members, to get more face time with the project team.

Mr. Leriche said he would prefer the event to be more formal vs informal. He expressed fear that important questions or information could be suppressed.

Mr. Marrs said the point of the meeting was to be informal and unstructured to let the community needs lead the conversation.

Mr. Jerry Schmidt expressed support for holding pre-RAB sessions.

Mr. Gaines said the time slot could also serve as an opportunity to review what is going to be covered during the meeting. He said the general public doesn't have a clue what to ask unless he's saved it from prior meetings or if it was specific to their own property.

RAB members reviewed slide 13 and discussed vacancies — currently one primary position and four alternate RAB member vacancies.

Mr. Joe Maxwell asked if the Air Force had any recommendations to reach the general public about vacancies, and to encourage involvement and awareness of RAB activities.

Ms. Humphreys said that community attendance would likely be high for the public meeting / question and answer session the following day (April 24, 2019) with Senator Gary Peters and Assistant Secretary of the Air Force for Installations, Environment and Energy, John Henderson. She recommended that each member try to speak with three community members in attendance, tell them about the RAB and encourage them to attend meetings and connect with members.

Mr. Leriche suggested people post about it on their Facebook pages. He asked the Air Force to place an advertisement in the local paper and requested applications to be sent to the co-chair as well as the Air Force.

Mr. McClendon confirmed that new members added before the August 2, 2019, term expiration for existing members would have a different term expiration date.

RAB Training

Mr. McClendon presented information on the Technical Assistance for Public Participation (TAPP). At the December 5, 2018, RAB meeting Mr. Greg Cole requested the Air Force provide additional training for members regarding the CERCLA process. Mr. McClendon said TAPP is a valuable resource for technical assistance beyond just CERCLA training.

Mr. McClendon reiterated that TAPP is not intended to replace training and support from the Air Force and other agencies, but that it is an option to consider, especially if members have expressed a desire for third-party support.

Mr. McClendon said Wurtsmith has not used any TAPP funds, so all \$100,000 is available. Mr. Leriche stated that the former Wurtsmith RAB voted not to use TAPP, and that's why the funds are unused.

Mr. Cummings asked why TAPP is limited to the community RAB members. He asked for clarification on whether other RAB members can receive training too, or if government RAB members are ineligible for that as well. Ms. Humphreys said they would look into the specifics and report back.

Mr. Leriche suggested the Oscoda and AuSable Township representatives look into public participation section of CERCLA. He said individuals on the agency side have other options for receiving training and grants.

Ms. Humphreys highlighted two examples of TAPP usage from Former Kelly AFB, Texas, and Former Chanute AFB, Illinois.

Mr. Gaines indicated CERCLA training wouldn't fit TAPP qualifications based on the examples provided. Ms. Humphreys explained that understanding CERCLA is critical to understanding many technical documents. Mr. Leriche said there is often a 60-day window for people to review documents.

Mr. Munson said Clark's Marsh is the elephant in the room and said he'd like to see TAPP used to get an expert's opinion on what needs to be done to clean up Clark's Marsh.

Mr. McClendon recommended community RAB members review the remaining TAPP steps regarding the application process on their own.

RAB Procedures

Ms. Humphreys said the Air Force has been trying to follow a repeatable process that supports members receiving agendas and presentation materials at least three business days ahead of meetings. She said they would like to formalize the process and get everyone on board with the timeline, and complying with associated deadlines. She said they want to respect the time allocated to those who have put together presentation materials and, if possible, avoid taking away their allocated time in order to make time for unplanned presentations.

Mr. Cummings asked if the process would also apply to stakeholder updates. Ms. Humphreys said the process for requesting time and providing presentation materials to the Air Force only applies for technical presentations. She said the brief stakeholder updates at the beginning of the meeting would remain as is—meaning agencies are not required to send updates to the Air Force ahead of the meeting in order to provide an update during the meeting. She said it's only for people who intend to use more than a few minutes and bring slides or handouts to discuss with the group.

Mr. Leriche stated that there should always be a standing window of time for one of the two state agencies to use for a technical presentation—MDHHS or EGLE. He said he negotiated that with the Air Force last year and would like to see that remain. Mr. Marrs said a 15-minute window would continue to be reserved for that purpose, but reiterated that the agency representatives would still need to coordinate

with the Air Force co-chair regarding presentation topics and provide slides in advance as indicated on slide 31.

A RAB member asked if the state agencies could take more than 15 minutes, if needed. Mr. Marrs said, yes, on a case-by-case basis, and that it would need to be communicated to the Air Force ahead of time in order to adjust the agenda accordingly.

Ms. Cathy Wusterbarth referenced the agenda for the RAB meeting the following day (April 24th) and said she did not recall military munitions being discussed as a necessary presentation topic.

Mr. Leriche stated that he'd already asked Mr. Marrs to get through that presentation in five minutes or less. Mr. Marrs said information about military munitions is important for communities of both active and BRAC bases. He said the presentation would be brief.

Ms. Humphreys wrapped up the procedures discussion by reminding members that adhering to the schedule is critical for the Air Force to review information, disseminate to members and place the print order on schedule.

Mr. Leriche stated that other RABs have uploaded meeting minutes and RAB materials to the Administrative Record and asked for the Wurtsmith team to do the same. He said he's noticed inconsistency from site to site regarding timing and report completeness.

Voting

Mr. Gaines stated he was not in favor of the current voting procedures. He said he would not be at the meeting the next day, and his assigned alternate will not be either. He said he wants voting procedures that enable another alternate to sit in for him and be able to vote if a vote is held. He said he'd like the Air Force to allow more flexibility regarding alternates.

Ms. Humphreys said the voting procedures are community RAB member driven and can be modified if that's what community RAB members desire.

Mr. Leriche said voting procedures have been periodically discussed, but that there wasn't a lot of community RAB member participation in work sessions over the winter. He said it is something the Community RAB has the power to change.

Mr. Cummings asked if the voting procedures could be added to the following day's meeting agenda. Mr. Leriche objected to adding it to the agenda and said the RAB members have another month to put something in writing and then vote. Mr. Cummings asked about the month that he's referring to; Mr. Leriche said that over the next month the community co-chairs would get together and put together recommendations that would be "out" within the next month.

Ms. Humphreys re-stated that voting procedure recommendations should originate from the community RAB faction vs co-chairs.

Mr. Tasiar recommended that Mr. Leriche set up a community RAB work session within two weeks of the training. Mr. Tasiar requested that members receive timely notification and meeting date/time options so that everyone has reasonable opportunity to attend. Mr. Tasiar stated that he had been unable to attend previous work sessions because Mr. Leriche had not provided advance notice.

Mr. Leriche asked community RAB members, alternates and primaries, to send him and Mr. Gaines an email with options.

Ms. Humphreys said all members are welcome to copy the Air Force representatives and/or herself on emails if they are unsure who to contact, or if they don't feel their concerns are not being addressed.

RAB Membership

Former Wurtsmith AFB Restoration Advisory Board Training

Final Meeting Minutes

23 April 2019

Mr. Gaines noted the verbiage about RAB compositions was more inclusive in the Operating Procedures and requested the RAB application to be updated to reflect the same message — more than Oscoda is affected by contamination and is eligible for Wurtsmith RAB membership.

Conclusion

The RAB training adjourned at 7:45 p.m.

Air Force Installation and Mission Support Center FACT SHEET



Restoration Advisory Board Training

Former Wurtsmith Air Force Base

DATE/TIME: Tuesday, 23 April 2019, 5:30-7:30 p.m. EST

LOCATION: Robert J. Parks Public Library, 6010 N. Skeel Ave., Oscoda, MI 48750

GROUND RULES:

1. Respect one another: maintain an atmosphere of open dialogue and ideas exchange.
2. Use our time together efficiently, wisely, and respectfully.
3. Listen and remain open to each other's varying points of view.
4. Speak clearly and succinctly one person at a time; avoid interrupting others.
5. Share information early, openly, and honestly.
6. Maintain a propensity for progress: prepare, discuss, document, and move forward.
7. Accurately and objectively relay to others the discussions that occur at board meetings.



Topic	Purpose	Time
Welcome	<ul style="list-style-type: none"> • Facilitator summarizes agenda, training purpose 	5:30-5:35
RAB Operations		
RAB Purpose	<ul style="list-style-type: none"> • Revisit RAB purpose <ul style="list-style-type: none"> ○ RAB successes ○ Improvement opportunities 	5:35-5:45
RAB Focus	<ul style="list-style-type: none"> • Discuss RAB focus on restoration, how to tackle non-restoration topics 	5:45-6:00
Community Engagement	<ul style="list-style-type: none"> • Coordinating RAB and public meetings • Informal open house before RAB meetings 	6:00-6:15
RAB Membership	<ul style="list-style-type: none"> • Update on resignation; replacing members 	6:15-6:30
10-Minute Break		
Technical Training		
Technical Assistance for Public Participation	<ul style="list-style-type: none"> • What is TAPP? • Benefit of TAPP for technical training and education • TAPP application process overview 	6:40-7:00
Procedures		
Update Operating Procedures	<ul style="list-style-type: none"> • Proposed updates to voting procedures, role of alternates, timeline for submitting content, last minute presentations/speakers 	7:00-7:20
Action Item Tracker	<ul style="list-style-type: none"> • Guidelines for Air Force-maintained AI tracker 	7:20-7:30

Attachment 1

For more information, contact AFIMSC/PA: 1-866-725-7617 | 210-925-0956 |
AFIMSC.PA.workflow@us.af.mil | www.afimsc.af.mil

Air Force Civil Engineer Center



Wurtsmith Restoration Advisory Board Training

23 April 2018
Malcolm McClendon
AFIMSC/PA



Wurtsmith RAB Agenda

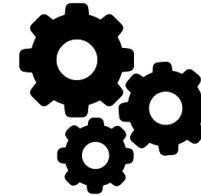


Welcome



- Agenda Review
- Purpose

Operations



- Reflection
- Meeting Discussions/Topics
- Community Engagement

Break



Training



- TAPP Overview
- Application Process

Procedures



- Review OPs
- Action Item Tracker



Wurtsmith RAB



Welcome





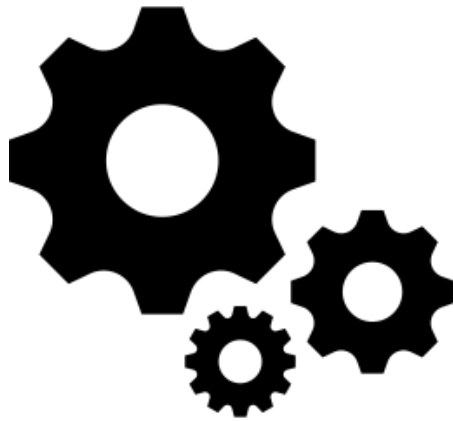
Wurtsmith RAB Ground Rules



- 01** | Respect one another and maintain an atmosphere of open dialogue and exchange of ideas.
- 02** | Use our time together efficiently, wisely and respectfully.
- 03** | Speak clearly and succinctly; one person at a time; avoid interrupting others.
- 04** | Listen and remain open to differing points of view.
- 05** | Maintain a propensity for progress: prepare, discuss, document and move forward.
- 06** | Share information early, openly and honestly
- 07** | Accurately and objectively relay to others the discussions that occur at board meetings.



Wurtsmith RAB



RAB Operations



Wurtsmith RAB

RAB Purpose



Represent

- Represent Oscoda, AuSable communities
- Ensure relevant community concerns are raised

Communicate

- Help provide info to the public
- Report findings back to community

Participate

- Review, evaluate and comment on documents and other materials related to installation restoration

Advise

- Provide advice and input on restoration issues to decision makers





Wurtsmith RAB

RAB Purpose



Successes

- Advice/feedback on Mission Street Treatment
- Thorough review, understanding of Preliminary Assessment
- Connecting with the community
- Meeting broadcast/streaming

Improvement Opportunities

- Focus on restoration
- More communication (AF updates) between meetings



Wurtsmith RAB Focus on Restoration



RABs may only address issues associated with environmental restoration activities.



Assessment & Investigation

- PA/SI/RI
- Feasibility studies
- work plans
- final reports



Decision Points

- RODs
- remedies



Cleanup

- 5 year reviews
- oversight
- mitigation
- site closure



Technical Assistance, Education

- RAB 101
- TAPP
- site tours
- technology
- MMRP
- UXO



Community Input

- proposed plans & remedies
- public comment & outreach



Wurtsmith RAB

Focus on Restoration



If a topic or question is raised that is beyond the scope of the RAB, the AF co-chair may identify the POC, or pass along the inquiry to the appropriate party for resolution.

Health

Studies
Blood sampling
Former military exposures

Non-IRP budgets

Proposed budgets
PBR funding details

State/ local

Local gov. issues
Easements & Access

Reuse activities

Reuse-related issues
Noise complaints

Other investigations

PFAS without LHA
Studies not related to AF ERP



Wurtsmith RAB

Focus on Restoration



Does the topic impact restoration?

Example: Newly released health study

Did the study influence, affect promulgated standards or lifetime HA?



It is appropriate for a health agency to present study background, findings & recommendations.

- AF should present on impacts to restoration, investigation, mitigation actions.



It is not appropriate to discuss health studies/ speculate without impacts to restoration activities.

Instead, use RAB:

- To provide brief stakeholder update
- To request a community forum to discuss



Wurtsmith RAB Focus on Restoration



Does the topic impact restoration?

Example: Off-base sampling

Is the base known or suspected to be a contamination source?

Do the contaminants have promulgated standards or lifetime HAs?



It is appropriate to request the agency that gathered the data to discuss validated results.



A different venue would be more appropriate. Use stakeholder update portion to recommend or announce a public forum for discussing this topic.



Wurtsmith RAB Community Engagement



- AF will continue to coordinate with DHD2 and MDHHS regarding public meetings.

- AF will host an informal open house/poster session for the public preceding RAB meetings.

- Not required for RAB members

- One hour ahead of RAB meeting will allow members of the public to ask questions, have one-on-one conversations with AF reps, others in attendance.



Wurtsmith RAB Membership Updates



Current Community RAB Membership

- 8 Primary Members
- 5 Alternate Members

Operating Procedures allow up to:

- 9 Primary Members
- 9 Alternate Members

Adding New Members (process for individuals)

- Send written request to add new member(s) to co-chairs.
- Recommendations are discussed at RAB meeting
- RAB comments, pros & cons, are forwarded to AFCEC/CIB



Wurtsmith RAB Membership Updates



Term of Service

- **Community members serve for two-year terms, but may serve additional terms.**
- **Two-year term expires August 2, 2019 for current members**

Process

- **Process(es) for appointing new members and/or re-appointing current members outlined in OPs**



Wurtsmith RAB



 **Break**



Wurtsmith RAB



Training



Wurtsmith RAB TAPP Overview



Technical Assistance for Public Participation:

Provides community RAB members with access to independent technical support through the use of government purchase orders.

TAPP complements in-house resources for technical assistance in order help RAB members better understand the scientific and engineering issues underlying an installation's environmental cleanup activities.

TAPP Handbook:

<https://apps.dtic.mil/dtic/tr/fulltext/u2/a376044.pdf>

TAPP Rule: 32 CFR Part 203


<https://www.govinfo.gov/content/pkg/CFR-2018-title32-vol2/xml/CFR-2018-title32-vol2-part203.xml>



Wurtsmith RAB TAPP Overview




Eligible Projects

- 
- Interpret technical restoration docs
 - Assess proposed remedial technologies
 - Interpret potential health implications of cleanup levels, technologies
 - Explain health implications of site conditions
 - Participating in relative risk evaluations
 - Certain technical training

Attachment 2

Ineligible Projects

- 
- Generating new primary data
 - Re-opening final DoD decisions
 - Epidemiological or health studies (blood, urine tests)
 - Litigation/underwriting legal actions
 - Community outreach, such as public meetings
 - Political activity and lobbying



Wurtsmith RAB TAPP Basics



TAPP is limited to community RAB members

- Community RAB members suggest topics for a TAPP project and are responsible for determining what projects to pursue



TAPP purchase order are limited

- **Annually:** 1% of CTC restoration or \$25,000 (lesser value)
- **Lifetime:** \$100,000 maximum



Wurtsmith RAB TAPP Examples



Former Kelly AFB, Texas

Following base closure in 1995, the Kelly RAB formed a Technical Review Subcommittee, whose responsibility was to review and discuss AF documents that were highly technical in nature.

- The Technical Review Subcommittee used TAPP funds to provide independent third-party reviews.
- The TAPP contractor's job was to review documents, and give the RAB his opinion of the document.
- The Kelly RAB was the first to use TAPP and exhausted available funds.



Wurtsmith RAB TAPP Examples



Former Chanute AFB, Illinois

The majority of Community RAB members voted in favor of pursuing TAPP support in August 2010.

Project Title: Technical Review and Interpretation of Environmental Documents for Chanute AFB Remediation

- Review environmental documents generated by the AF and make presentation with recommendations within 60 days after notification.
- Analyze environmental cleanup processes and comment on technical adequacy within 60 days after notification.
- Attend RAB meetings and other meetings as requested by the RAB membership and approved by the AF.



Wurtsmith RAB



TAPP: Roles & Responsibilities

Community RAB	Community Members	Community RAB POC	
	<ul style="list-style-type: none"> • Determines technical assistance needs • Votes on pursuing TAPP & individual projects 	<ul style="list-style-type: none"> • Designated focal point for communications with DoD regarding TAPP procurement process • Responsible for reporting requirements 	
Air Force	Installation Co-Chair	DERP Manager	Contract Officer
	<ul style="list-style-type: none"> • Reviews application to ensure it's complete, describes an eligible project, within budget • Serves as liaison between RAB & contracting office 	<ul style="list-style-type: none"> • Considers TAPP request, draft SOW & approves/ denies application 	<ul style="list-style-type: none"> • Prepares Statement of Work (SOW) • Manages money, purchase order (PO)
Assistance Provider	Provider/Contractor	Project Manager	
	<ul style="list-style-type: none"> • Any party to whom the DoD awards a contract for technical assistance 	<ul style="list-style-type: none"> • POC with DoD • Obligates organization executing PO to terms & conditions 	



Wurtsmith RAB TAPP Process



Evaluate Needs

Application

Approval

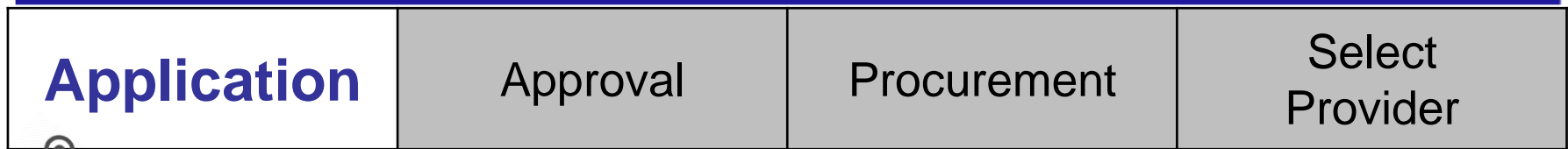
Procurement

Select Provider

- 1. Community RAB members evaluate technical assistance needs and whether they can be met by existing support options**
 - Restoration contractors
 - AF personnel, subject matter experts
 - Other RAB members, agencies
 - Volunteer sources within community
 - State, local, or federal personnel responsible for the oversight of restoration activities at the former base
- 2. Determine if TAPP is preferred option**
- 3. Propose TAPP project(s)**
- 4. Define TAPP project(s)**



Wurtsmith RAB TAPP Process



<https://www.esd.whs.mil/Portals/54/Documents/DD/forms/dd/dd2749.pdf>

- ✓ Provide information regarding tasks/projects, estimated costs and, if possible, nominate one or more potential sources/providers
- ✓ Identify POC for communication with AF co-chair regarding TAPP procurement
- ✓ Certify the project is a majority decision by community RAB members
- ✓ AF co-chair reviews application
- ✓ AF co-chair and RAB work together to prepare a draft SOW
- ✓ AF co-chair sends TAPP application and draft SOW to the DERP manager for consideration



Wurtsmith RAB TAPP Process



Determining Eligibility

Is TAPP the most appropriate resource to use?

- If the applicant makes a strong case that the required expertise is unavailable, or cites the need for an independent review, then the proposed project may be deemed eligible.

Is the project eligible under TAPP Rule?

- Refer to eligible, ineligible projects list (slide 9)

If the DERP manager rejects a TAPP request, he or she must prepare an explanation. The RAB may file an appeal.



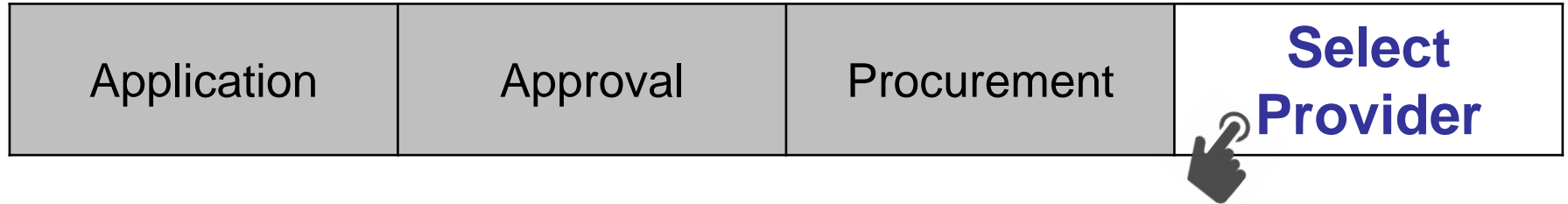
Wurtsmith RAB TAPP Process



- **A statement of work (SOW) is set out with the different requests as a biddable contract**
- **An accelerated procurement procedure (i.e. purchase orders) is used.**
- **TAPP contracts are awarded on the basis of competitive bid among contractors who meet the specified criteria.**



Wurtsmith RAB TAPP Process



- **The Government will select a provider offering the best value to the government.**
- **Community members of the RAB may be asked to review and provide comment on potential providers should more than one meet the established criteria.**
- **The procurement process is usually a minimum of 8 weeks**



Wurtsmith RAB TAPP Reporting



Reporting Requirements

The community POC of the RAB must submit a report that includes:

- **TAPP project description**
- **Summary of services and products obtained**
- **Statement regarding overall satisfaction of services and/or products**



RAB Procedures



Wurtsmith RAB RAB Procedures



Accommodating Unplanned Presentations

As a group, we will determine what constitutes emergent issues and topics that warrant adding unplanned presentations to the agenda once the submission deadline has passed.

Examples

- Sample results from state, AF: exceeding Lifetime HA
- Fish tissue sample results received after deadline
- Potable well sample exceedances
- Newly promulgated standards, Applicable or Relevant and Appropriate Requirements (ARARs)

**Emergent
Information**

**Planned
Agenda Topics,
Presenters**

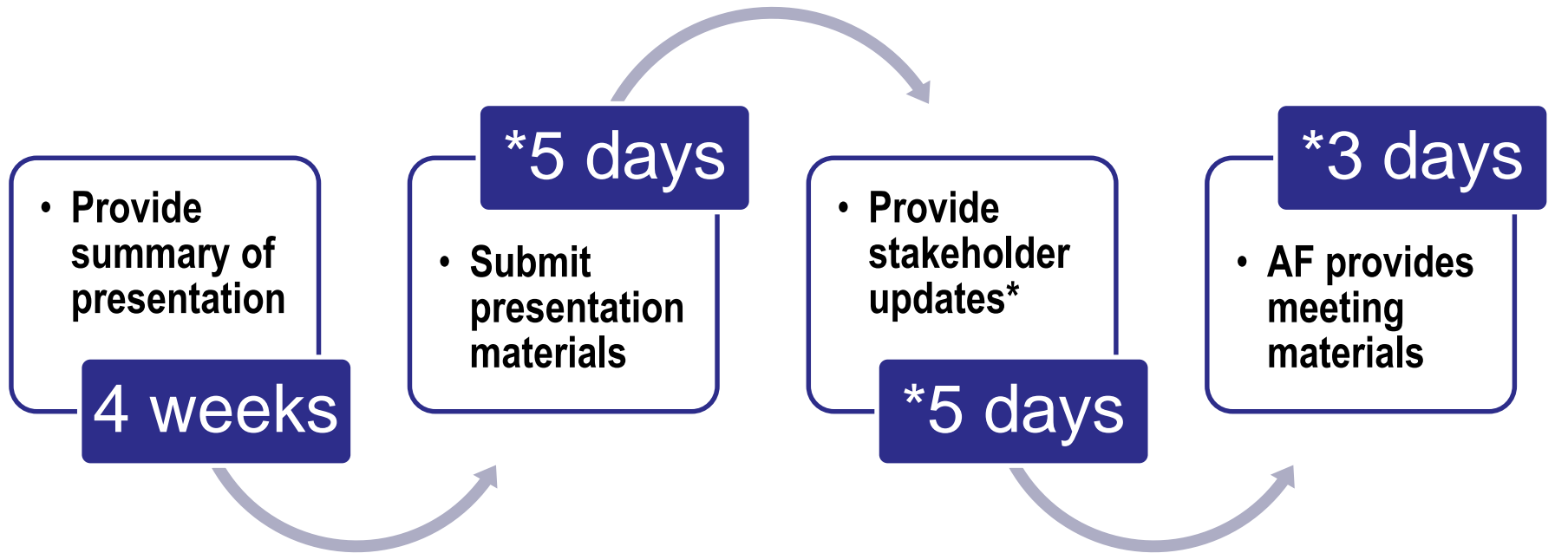


Wurtsmith RAB RAB Procedures



Future Meetings

Proposed timeline for submitting content ahead of meetings:



** indicates business days*



Wurtsmith RAB Operating Procedures



Proposed changes to Wurtsmith RAB OPs:

2.5

- **Timeline for submitting agenda topics, presentations and other material (2.5.2)**
- **Meeting Minutes dissemination (2.5.3)**

3.3

- **Co-chair voting process**

3.6

- **Term of Service and method(s) for appointing new members, re-appointing legacy members**



Wurtsmith RAB



Conclusion & Adjournment



RAB Comment Form



Former Wurtsmith Air Force Base RAB

Tuesday, April 23, 2019 – Training Meeting

Thank you for serving on the former Wurtsmith AFB RAB. Your service and participation is a key component in the restoration process. Your feedback will help us improve future RAB orientations, training sessions and meetings. Please take a moment to complete this short comment form. Leave completed forms at your seat at the end of the meeting or return to a member of AFIMSC Public Affairs. Thank you!



Below is a guide for rating the effectiveness of the RAB meeting. Check the corresponding box that best describes your feelings about each statement listed:

MEETING EVALUATION					
	Strongly Disagree	Disagree	Undecided	Agree	Strongly Agree
Agenda content was comprehensive and relevant.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Presenters were effective.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Satisfied with meeting venue and set-up.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall, the meeting was worthwhile.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OVERALL FEEDBACK					
<p>STRENGTHS</p> <p>What is the idea/topic you heard during the meeting that you found the most valuable and/or would like to discuss more?</p>					

OVERALL FEEDBACK

STRENGTHS

What did you like best about the meeting?

IMPROVEMENTS

What did you like least about the meeting?

What topics would you like to see discussed at future RAB meetings or training sessions?

What specific topics do you think would be helpful to have training sessions on?

ADDITIONAL COMMENTS

Please leave any additional questions here regarding RAB processes and rules and/or the ongoing restoration activities at Wurtsmith.