

Former Wurtsmith AFB Restoration Advisory Board Orientation and Training

19 September 2017

5:00 – 7:30 pm

Robert J. Parks Public Library

Final Meeting Minutes

Members Present	Organization
Tim Cummings	Oscoda Township
Jim Davis (Alternate)	Community Member
Robert Delaney	Michigan Department of Environmental Quality (MDEQ)
Irene Dunn (Alternate)	Community Member
Bill Gaines	Community Member
Matthew Hegwood	Community Member
Arnie Leriche	Community Member
Chuck Lichon	District Health Department #2 (DHD2)
Matt Marrs	Air Force Civil Engineer Center (AFCEC)/CIBE
Tony Martoglio	U.S. Department of Agriculture Forest Service (USFS)
Joe Maxwell	Community Member
Ryan Mertz	Community Member
Jeff Moss	AuSable Township
Mike Munson	Oscoda-Wurtsmith Airport Authority (OWAA)
Dan O'Conner (Alternate)	Community Member
Joe Plunkey	Community Member
Dan Stock (Alternate)	Community Member
Jerry Schmidt	Community Member
Robert Tasiar	Community Member
Cathy Wusterbarth	Community Member
Members Absent	Organization
Chris Bush	Michigan Department of Health and Human Services (MDHHS)
Martha Gottlieb (Alternate)	Community Member
Catherine Larive (Alternate)	Community Member
John Nordeen (Alternate)	Oscoda Township
Aaron Weed (Alternate)	Oscoda Township
Other Attendees	Organization
Paul Rekowski	AGEISS (Air Force contractor)
Breanne Humphreys	Cherokee (Air Force Public Affairs contractor)
Jacob Bennett	Congressman Dan Kildee's office
Dale Corsi	DLZ (MDEQ contractor)
Leigh-Ann Fabianke	Galen Driscoll (Air Force contractor)
John Bradley	MDEQ
Ryan Londrigan	MDEQ
Jenny Haglund	Oscoda Press
Facilitator	Organization
Tim Sueltenfuss	Galen Driscoll (Air Force contractor)

Handouts in RAB Meeting Packets

- Attachment 1: RAB Agenda
- Attachment 2: Orientation Meeting Slides
- Attachment 4: DRAFT Wurtsmith RAB Operating Procedures
- Attachment 5: Acronyms
- Attachment 6: 2017 Wurtsmith RAB Members Contact List
- Attachment 7: Air Force BRAC Restoration Who's Who?
- Attachment 8: AFCEC Administrative Record Tutorial

Attachment 9: CERCLA Overview

Attachment 10: AFCEC Fact Sheet – GAC Water Treatment

Attachment 11: AFCEC RAB Comment Form

Welcome and Introductions

Mr. Tim Sueltenfuss, facilitator, called the RAB orientation and training to order at 5:00 pm and welcomed RAB members and others in attendance. Mr. Sueltenfuss introduced Mr. Matt Marrs, the Base Realignment and Closure (BRAC) Environmental Coordinator (BEC) for the former Wurtsmith Air Force Base, who welcomed the RAB to the meeting and suggested a moment of silence. Mr. Sueltenfuss reviewed the agenda and attendees were then asked to introduce themselves.

RAB members read the ground rules out loud and all members agreed to abide by these rules:

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

Meeting documents included in the RAB Packets were then reviewed.

RAB Business

Tim Sueltenfuss, Facilitator

Action Item Review

Mr. Sueltenfuss reviewed the ongoing action items that were recorded at the August 2017 RAB orientation:

1. The Air Force will be sure to properly orient attendees to maps and figures when they are presented at RAB meetings and ensure that they are easily viewable.
2. When the Air Force is discussing the EPA's Heath Advisory for Perfluorooctyl Sulfonate (PFOS) and Perfluorooctanoic Acid (PFOA) or other regulatory standards, they will indicate what environmental media they are talking about (ex: groundwater, surface water, soil, air, etc.)
3. When the Air Force is discussing PFOS/PFOA levels, they will do their best to convert all measurements into parts per trillion.

Previous Meeting Minutes

Mr. Sueltenfuss reviewed the process for reviewing and approving meeting minutes. Specific steps regarding the preparation, review, dissemination and online posting of the minutes are included on page 3, section 2.3 in the draft RAB Operating Procedures. Approved minutes will be housed on the AFCEC Wurtsmith site:

<http://www.afcec.af.mil/Home/BRAC/Wurtsmith.aspx>. A hardcopy will be placed in the Installation Repository (IR) at the Robert J. Parks Public Library.

The timeline for RAB review of the minutes was discussed. Typically, the installation co-chair receives the draft minutes from the support contractor within 10 business days of the RAB meeting. The RAB will then receive the minutes approximately five to seven business days after that, so 15 to 17 business days after the RAB meeting. The RAB discussed the need to receive the meeting minutes at least one week prior to the next RAB meeting.

Operating Procedures

Tim Sueltenfuss, Facilitator

Review and Seek Approval in Concept

RAB Operating Procedures are intended to guide RAB members, make the RAB an effective and functioning advisory board and establish rules and guidelines to address common issues. RAB members had an opportunity to provide feedback on the Draft Operating Procedures prior to the September RAB training. Some of the comments received were reviewed and discussed:

1. **Section 2.4. Meeting Schedule and Location:** A comment was made that the word "reasonable" in the last sentence was too subjective. This sentence has now been changed to: Special meetings may be held at

any time if deemed necessary by the co-chairs, provided that all members are given at least seven business days advance notice of any special meeting.

2. **Section 3.1. Board Composition and Types of Members:** A RAB member suggested the maximum number of primary community members and alternate community members each be nine. The RAB agreed that this would be a workable size for the RAB. The RAB discussed the need to ensure a full range of perspectives are represented on the Board. Mr. Sueltenfuss noted that Section 3.7 permits RAB members to recommend adding a new member to the RAB as long as it does not exceed nine primary and nine alternate community RAB members.
3. **Section 3.3. Co-Chairs:** During the RAB orientation, the RAB members discussed designating a secondary community co-chair who would serve if the elected community co-chair were unavailable. [Note: After the meeting, the Air Force determined that the RAB Rule (32 Code of Federal Regulations Part 202) does not include provisions for a secondary community co-chair.]
4. **Section 3.5. Term of Service:** The Operating Procedures currently state that community members serve two-year terms, but may serve consecutive terms. A RAB member suggested that it seems there is a lot of training/learning required to be an effective RAB member and a two-year turnover would be wasteful, so a four-year term was suggested. Mr. Sueltenfuss mentioned that two-year terms could result in more members being engaged in the process because the time commitment is not as long. A RAB member said that if all the community positions end in two years, they could be left with no community members on the board. Although this is a situation that may work itself out in time, there was discussion of potentially electing half the community members on alternate years so not all terms would end at once. There was also the suggestion that once the primary community members' terms are up, their alternates could become primary members.
5. **Section 3.6: Replacing Members:** There was discussion about how the government members represent their agency's interests on the RAB. Alternatively, the community members should be representing their own personal interests and not the interests of a particular stakeholder group. Mr. Sueltenfuss clarified that individual community RAB members can share perspectives of organizations or communities of which they are a part of, and conversely, share the information they learn at the RAB with these same organizations, but individual community RAB members are not required to represent these perspectives as part of their RAB responsibilities.

There was a question about whether RAB members can hold their own meetings, outside of official RAB meetings, to review minutes and other documents. Mr. Sueltenfuss replied that there is nothing in the RAB Rule or draft Operating Procedures that would prevent this.

A RAB member asked what the purpose of the RAB is. Mr. Sueltenfuss reiterated the RAB purpose, mission and goals listed in section 1.1 and 1.2 of the draft Operating Procedures. It was also discussed that the RAB must focus on environmental restoration only, provide advice to the Air Force (but not make decisions) and serve as a conduit between the community and the Air Force. Mr. Sueltenfuss said that although the RAB is not a decision-making body, it is not powerless; the RAB serves as a two-way communication channel between the Air Force and the community. Mr. Bob Delaney, MDEQ, also mentioned the RAB can bring community sensitivities and perspectives that the government agencies do not always have access to or understand. Mr. Sueltenfuss encouraged RAB members to share information they learn at meetings with their fellow community members.

Mr. Jeff Moss asked how effective the RAB can be when constituents cannot drink water from their own wells. It was discussed that the RAB allows access to various agencies that can provide information and answer questions about the community's water. Mr. Moss said right now the water is undrinkable so he questioned how best to communicate this to the community. Mr. Delaney responded that Mr. Moss can tell people that the Health Advisory (HA) is not a law, it is just an advisory and folks can still choose to drink the water. A comment was made that municipal water is available. Mr. Joe Maxwell explained that there are people who use well-water and it is expensive to run a line to connect to municipal water and asked if something is going to be done to help. Mr. Marr mentioned the RAB is currently in the orientation phase and as the board moves into official RAB meetings, questions and topics such as this can be addressed. Mr. Moss mentioned the community is confused and concerned and this RAB is not what he thought it would be. Mr. Delaney encouraged the RAB members to be patient and noted the RAB has not had the opportunity to engage in in-depth conversation about some topics that concern the RAB members.

Mr. Moss wanted to know how the community can help make decisions. Mr. Tim Cummings responded that the community can talk to the trustee boards and share their concerns. Mr. Arnie Leriche said the RAB may be putting the cart-before-the-horse and “Restoration” is the key term and everyone needs to understand what the term means. He shared it means understanding where the contamination came from and how it is being cleaned-up to protect water sources. Mr. Leriche said the RAB can suggest agenda topics and share concerns with the Health department at meetings. Mr. Delaney mentioned the community has different political avenues they can use to help. Mr. Paul Rekowski said that restoration involves “cleaning things up” but also providing water as a remedial measure if appropriate, but there is a specific process the Air Force must go through to do this.

Adoption Process

The Operating Procedures will be officially adopted at the next RAB meeting after the community co-chair is elected.

Training

Tim Sueltenfuss, Facilitator

Breanne Humphreys, Air Force Public Affairs (Air Force Contractor)

Matt MARRS, Installation Co-Chair

RAB Scope

Mr. Sueltenfuss reviewed topics that are appropriate for the RAB to discuss and what topics are outside of the scope of the RAB.

Acceptable RAB topics:

- Environmental restoration activities at or around the former Wurtsmith AFB
- Air Force plans for future environmental restoration at the former base
- Providing comments to the Air Force about environmental restoration

Outside of the scope of the RAB:

- Making decisions about environmental restoration
- Environmental impacts of tenants, which are located on the former base
- Detailed funding amounts for environmental restoration contracts

Acronyms

A list of acronyms was included in the RAB packets. This is a living document that will be added to as appropriate.

Points of Contact

It was explained that Mr. MARRS is the Air Force point of contact for the RAB. Mr. MARRS mentioned there will be times when Mr. Sueltenfuss or Air Force Public Affairs might communicate directly with the RAB. Mr. MARRS encouraged members to call him with any questions or concerns and he offered to set-up meetings to visit with members whenever he is in town.

Participating Agencies

Another handout in the RAB packets explained the role of AFCEC’s BRAC Management and Execution Division. Regulatory and oversight agencies and other stakeholder organizations on the RAB were also described.

Participating agencies on the RAB:

- AFCEC
- Environmental Protection Agency (EPA)
- MDEQ
- MDHHS and DHD2
- USFS
- OWAA
- Oscoda and AuSable Townships

Mr. Moss asked if the Air Force has come out with a statement about PFOS. Mr. MARRS answered that this is part of what the contractor, AMEC, is currently working on and they will provide a presentation at the next RAB meeting. Mr. Moss asked if the Air Force has come out with a public statement about drinking water. Mr. MARRS replied that the Air Force has not yet done so. Mr. Leriche mentioned that the Air Force is responsible for restoration activities, MDHHS is responsible for addressing health effects and MDEQ is the “watchdog” of Air Force restoration

activities. A comment was made that the Air Force did provide water to the one well sampled with PFOS/PFOA results above the HA. Mr. Leriche said the Air Force cannot spend money on issues below the HA, so the RAB needs to understand the process to help make change and understand the appropriate people to talk to. Mr. Jacob Bennett with Congressman Dan Kildee's office mentioned that an amendment was passed requiring the Department of Defense (DoD) to conduct a study on the health effects of PFOS/PFOA in drinking water. \$7 million has been allocated to start the first year of the health study. The study will be conducted through the Centers for Disease Control and Prevention's (CDC's) Agency for Toxic Substances and Disease Registry (ATSDR).

Air Force Archived Records Tutorial

The Air Force AR website is: <http://afcec.publicadmin-record.us.af.mil/>. The Air Force Administrative Record (AR) is the official repository for decision-related documents. Per Air Force Instruction (AFI) 32-7020, section 12.3.5 and 12.3.5.1, The AR shall include, but is not limited to: Documents and materials containing information that form the basis for the Air Force's selection of a response action, including regulatory agency review and comments. Types of documents included in the AR include Preliminary Assessment/Site Investigation (PA/SI) reports, proposed plans, Records of Decisions (RODs), and public notices. As outlined in AFI 32-7020, section 12.4.1.2, the IR shall, at a minimum, contain items made available to the public, including documentation that is in the Administrative Record and all public documents associated with the RAB or equivalent. RAB documents to include minutes, agendas, presentations, resource documents and training material will be included in the IR. As previously mentioned, the IR is located at the Robert J. Parks Public Library in Oscoda.

The AFCEC webpage is intended as a public site for accessing news and information about the organization. Post- and pre-decisional documents, reports, for official use only (FOUO) or public comment documents will not be posted to the site. Again, the Wurtsmith AFCEC website is: <http://www.afcec.af.mil/Home/BRAC/Wurtsmith.aspx>

Ms. Breanne Humphreys gave a demonstration of how to navigate the AR. She mentioned the AR can be used to gain technical knowledge that can help RAB members compose specific questions to the Air Force. An instructional handout on how to use the AR was included in the RAB packets. Ms. Humphreys said all documents under the Wurtsmith section of the AR are listed in chronological order so the most recent document to be added is listed first. Mr. Leriche asked why BRAC Cleanup Team (BCT) minutes are not listed in the AR. Mr. Paul Rekowski responded that if no restoration decisions were made at the BCT meeting, those minutes would not be included. It was requested that BCT minutes be made available at future RAB meetings. As clarified, BCT minutes will be placed in the IR and only in the AR if restoration decisions are made for CERCLA actions.

CERCLA Overview

Mr. Marrs presented an overview of CERCLA, the cleanup process Wurtsmith follows in which DoD is the lead agency. A handout explaining the CERCLA process was also included in the RAB packets. The Air Force's investigation work and mitigation actions are guided by CERCLA, applicable state laws and the EPA's drinking water HA of 70 parts per trillion. AFCEC is moving forward promptly in accordance with the CERCLA process to identify, define and mitigate potential contamination.

The CERCLA process:

- Ensures thorough investigation work
- Leads to proper and complete removal actions
- Promotes accountability, community involvement and long-term protectiveness

Mr. Marrs also walked the RAB through the steps of CERCLA:

ASSESSMENT	INVESTIGATION	AGREEMENT	DESIGN AND CONSTRUCTION	OPERATION	MANAGEMENT
<i>Preliminary Assessment/ Site Inspection</i>	<i>Remedial Investigation /Feasibility Study</i>	<i>Proposed Plan /Record of Decision</i>	<i>Remedial Design/Action</i>	<i>Remedial Action- Operation</i>	<i>Long-Term Management, Oversight</i>
Reviews historical information and site visits with limited sampling to evaluate the presence or absence of contamination.	Evaluates the nature and extent of contamination at a site and assesses potential threats to human health and the environment.	Agency coordinates with regulator, recommends preferred remedy, presents proposed cleanup plan to public, issues ROD stating cleanup alternatives.	Develops detailed cleanup plans necessary to implement the remedy selected in the ROD.	Remedial action follows design and includes the construction or implementation phase of site cleanup.	Ensure site cleanup work continues and the cleanup continues to be effective.

Mr. Moss asked what phase of CERCLA Wurtsmith is in concerning PFOS/PFOA. Mr. Marrs answered that the Air Force is still in the SI phase. Mr. Moss also asked if an Environmental Impact Statement (EIS) could be conducted for PFOS/PFOA. Mr. Marrs answered that Defense Environmental Restoration Funds (DERP) could not be used to pay for an EIS. Mr. Moss inquired that if funds were available for an EIS or an ecological study, would the Air Force consider it. Mr. Marrs suggested that Mr. Moss add this question to his meeting evaluation. It was further explained that the CERCLA process is exempt from the National Environmental Policy Act (NEPA) that would require an EIS. The CERCLA process does conduct a similar study, a Risk Assessment (RA). A RA has not been conducted at Wurtsmith since the EPA has established an HA for PFOS/PFOA but no regulatory agency has promulgated a maximum contaminant level (MCL) that would require a RA. Mr. Marrs mentioned that as the RAB moves forward, there will be more in-depth information on the CERCLA process and resulting documents will be discussed.

A question was asked concerning how long the CERCLA process has taken at the Former Pease AFB. Mr. Marrs responded that it depends on various factors but, since he also supports Pease AFB, he can share updated information about Pease with the Wurtsmith RAB. Mr. Bob Delaney explained the CERCLA process can take years. Interim actions can be taken if necessary outside of the normal CERCLA process. He cited an example of this from Pease AFB where the municipal water system was found to be contaminated with PFOS/PFOA so interim measures were taken to quickly ensure another water source was available to residents. Mr. Marrs added that the same environmental contractor is working at Pease and Wurtsmith and they have a good relationship with the regulators, which helps the process run more smoothly.

Community Co-Chair Candidates' Introduction

Tim Sueltenfuss, Facilitator

Mr. Sueltenfuss explained the responsibilities of the RAB community co-chair:

- Coordinate with the Installation Co-chair and other RAB members to prepare an agenda prior to each RAB meeting
- Ensure community member participation is open and constructive
- Attend meetings and ensure community issues and concerns related to restoration are raised
- Assist with providing information to the public
- Report back to the community
- Serve without compensation

He also explained that the community co-chair should have sufficient authority and ability to fully undertake RAB chairperson responsibilities. The length of the co-chair term should be decided by the RAB and outlined in the RAB's operating procedures (the draft Operating Procedures indicate a two-year term). The co-chair termination procedures should be included in the RAB's operating procedures and the co-chair is selected by majority vote of the primary community RAB members.

Introduction

Mr. Sueltenfuss asked community co-chair candidates to introduce themselves and describe why they are interested in serving in this role. Two candidates expressed interest in being considered for the position. Their remarks are abbreviated below:

Mr. Robert Tasior

Mr. Tasior said he is a full-time resident of Oscoda. He is the Vice Chairman of the Oscoda Planning Commission, a certified election inspector, Precinct 1 Chairperson, Lions Club Chair, member of the Board of Directors of the Lions Club and serves in other community leadership and voluntary positions. He retired from Delphi, worked at General Motors as a coordinator and has completed facilitator training, problem-solving training, process control courses, team building training and other such programs. He has worked with youth groups for many years, he is a member of a motorcycle club and has a strong attachment to the community. If chosen as co-chair, he believes he will successfully fulfill the responsibilities of the position.

Mr. Arnie Leriche

Mr. Leriche is originally from the New England area. He has a degree in Civil Engineering, served active duty in the Army, spent 23 years in the National Guard and worked at EPA Region 1 in the water and air pollution division, as well as enforcement and compliance divisions. He also worked at the New Hampshire Department of Environmental Quality and spent seven years working at EPA headquarters, retiring in Oscoda in 2010. After listening to Oscoda citizens' concerns about the fish advisory, he researched the Air Force AR to get more information. In 2016 he started getting involved by approaching the Oscoda Township to ask questions, attended public meetings and asked the Air Force and MDEQ questions. He went to trustees to request the Wurtsmith RAB be re-established, then drafted a letter to the Air Force who approved the re-establishment. Mr. Leriche shared he understands how government works, understands constraints on public budgets and how the community can help fill gaps. He believes the enemy is not the government, but the enemy is not having enough money, having wrong priorities and ineffective communication. His goal as co-chair is to be available for the community and RAB members to answer questions and try to link people with information and the right agencies to get their questions answered.

Election Process

At the next RAB meeting, the community RAB members will vote on the co-chair position. Only the community RAB members will vote and alternate community members will only vote if their primary member is not present. The candidate who receives most votes will be the community co-chair.

RAB Business

Tim Sueltenfuss, Facilitator

Schedule First RAB Meeting

The first official RAB meeting was originally scheduled for November 2nd, but several RAB members had conflicting appointments. After discussion, the RAB decided to schedule the next meeting from 5:00 to 7:00 pm on Wednesday, November 1st at the Oscoda United Methodist Church. This meeting will be open to the public. The concern was raised that a 5:00 start time might be too early for people who work. The RAB decided to start the first meeting at 5:00 and assess whether the next meeting should start later. A meeting notice will be advertised in the local paper. Mr. Leriche mentioned that it would be good to coordinate the RAB meeting with MDHHS' next public meeting. An action was taken to contact Ms. Chris Bush to see if MDHHS can hold its public meeting on November 3rd. Mr. Delaney sent Ms. Bush an email requesting this.

The foam found on Van Etten Lake was discussed. MDEQ sampled the foam and found PFOS and PFOA contaminants in it. It was stated that the lake foam is a result of the Aqueous Film-Forming Foam (AFFF) from the base. Mr. Rekowski stated that, at a recent BCT meeting where this topic was discussed, Dr. Hunter Anderson from AFCEC made it clear he did not necessarily agree with the conclusion that the foam in the lake is directly attributed to AFFF used by the Air Force. Mr. Rekowski suggested that if Mr. Long, the Air Force PFOS/PFOA subject matter expert attends the next RAB meeting to do a briefing, he could elaborate on the Air Force position on the foam. He also noted that this is an example of how the RAB can help stop misinformation from being spread. RAB members shared that they are very interested in receiving data-driven information that they can share with the community. Mr. Tony Martoglio asked if there are any issues with people outside of the Air Force taking remedial actions. The response was possibly, but more specific information would be needed to give a more accurate answer. Mr. Rekowski mentioned the Air Force has awarded a contract for an interim action to put a Granular Activated Carbon

(GAC) unit on the pump and treat system. Mr. Leriche requested that the RAB have a goal for meeting presenters to provide presentations to members two weeks prior to the meeting. He also requested that if there are conflicting or alternate theories that can be considered an immediate need to know, similar to the foam situation previously discussed, that the Air Force, MDEQ or MDHHS provide information immediately and not wait for the next RAB meeting. Mr. Rekowski pointed out that the Health Department (Ms. Chris Bush) provided a report that was put in the newspaper about the levels of perfluorinated compounds in the foam. Ms. Bush was absent from the meeting so unfortunately, she could not restate the health department opinion on the foam. Mr. Delaney also asked if it is acceptable for him to send MDEQ reports to RAB members. RAB members responded yes.

RAB members discussed potential future RAB meeting agenda items:

- Community co-chair election
- Adoption of the Operating Procedures
- History of the PFOS/PFOA Health Advisory
- Overview of PFOS/PFOA at active and BRAC bases
- Expanded site evaluation presented by AMEC
- MDEQ and MDHHS discussing what water is like off the installation (MDEQ mentioned they can present what information is currently known, but all results will not be available by November)
- MDEQ and MDHHS discussing the foam present at Van Etten Creek (concentrations, technologies available and long-term effects)
- PFOS/PFOA concentrations within the discharge effluent in Van Etten Creek (what levels are appropriate, can the concentration levels allowed be lowered?)
- Options for discharging treated water from pump and treat systems
- How to apply for Technical Assistance for Public Participation grants

Meeting Evaluation

A RAB evaluation form was included in the RAB packets. Mr. Sueltenfuss asked that everyone fill those out before they leave and include questions or suggested agendas topics.

Conclusion

Matt Marris, Installation Co-Chair

Mr. Marris thanked everyone for their participation and mentioned the draft meeting minutes and information on the November meeting would be disseminated soon.

The RAB training adjourned at approximately 8:15 pm.

September 2017 Action Items

#	Action Item	Who	Due	Status
1.	At each RAB meeting the AF will update RAB members about which documents have been added to the AR since the last meeting.	Air Force	Ongoing	
2.	The RAB should request that the next MDHHS public meeting be held in coordination with the November RAB meeting. So if the RAB is scheduled for November 1, the MDHHS should be held on November 2. UPDATE: During the meeting Mr. Bob Delaney sent Ms. Chris Bush an email with this request.	Air Force and MDEQ	ASAP	