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CBDPP I&M Committee Meeting Minutes

May 26, 2011

2430 Stevens / CR 297
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ATTENDEES:

Shawna Flood
Scott Seydel
Mike Stoner
Emily Millikin
Mike Butts
Mary Sams
John Calcagni
Patricia Aldridge
Sam Murff
Elizabeth Hill

Darrell Riffe
Randy Phenneger
Kirk Domina
Mark Fisher
Chuck Wildman
Thomas Morris
Marie Seymour
Michele Solano
Mario Moreno
Bob Legard

- *Larry Sherman delegated his authority to Kirk Domina
- *Joseph Samuels delegated his authority to Marie Seymour
- *Colby Smith delegated his authority to Elizabeth Hill

INTRODUCTIONS:

- Marie Seymour – MSA, Industrial Hygienist.

SAFETY TOPIC:

- Memorial Day weekend is approaching which means that there will be a lot of drivers on the road. Make sure your trip is planned prior to leaving.
- A truck in a parking lot had a piece of wood sticking out from the back of his truck. There was no flag to alert this and it exceeded the 3 feet law. Remember to flag your load to alert drivers, pedestrians, etc. that there is a potential danger.
- A safety topic was given at the MSA All Hands meeting about boating. Remember to always wear your lifejacket. If you do not wear your lifejacket, make sure that they are accessible and within reach (not under the seat or in a storage area).
 - There has already been 5 drownings this year in the Tri-Cities.
- A Canadian broadcast showed a little girl in a lifejacket in a body of water calling for her mommy and daddy. The broadcast ended with “what good does it do if your child survives and you don’t? Wear your lifejacket!”.
- The Boat Races is another example, call it amateur hour. There are a lot of people trying to get their boats out and they are drunk. Be aware.

NEW BUSINESS

Establish Voting Quorum

- A voting quorum will be established before the start of each meeting; A voting quorum was established for this meeting.

Meeting Minutes

- Meeting Minutes were approved for 1/06 and 1/13/11; 2/10/11; 4/14 and 4/21/11.
- These Minutes will be posted to the website.

Beryllium Inbox

- A question was received in the Beryllium Inbox asking if similar Hanford Site CBDPP programs exist and if we have the links to them. The Beryllium Inbox Protocol Sub-Committee Team formulated an answer and will reply to the person.
 - The Committee did concur with the response.
- The Committee discussed whether or not to obtain the links from other sites by contacting the SOMD's from each site. However, they concluded that it was not up to the Committee to obtain the links as we cannot ensure that it is the most current. Also, all programs will be different. Essentially, we are just responding that this is what the Hanford site uses.

Be Waste Handling Resolution Form

- The Committee reviewed and approved the Resolution Form for Section 6.23, Waste Disposal.
- The Committee further discussed if laundry/laundry bags is relevant to this section and if it should be included into this section. The Committee determined that it was not relevant to this section, there is a separate process for properly packaging the waste and if there are issues with that process then the Committee can look at it.
 - Other points made regarding laundry bags is that the workers handling it must be a Qualified Beryllium Worker;
 - Laundry bags are not processed as beryllium by any of the contractors; and
 - Not sending out any beryllium swipes if using UNITEC.

Communication #1

- Due to a miscommunication, MSA sent out the Communication on Friday, As-Is. However, two changes were made to the Communication by Ray Corey and Julie Geockner, after MSA had sent it out. Geoff Tyree sent the Communication to the contractors on Monday for distribution, which included the two changes.
- The Committee believes that the Communication should have come back to the CBDPP Committee for review since the changes made were major changes; not minor changes. The name of one of the Products was changed from "Beryllium Counseling & Benefits Handbook" to "Affected Worker Booklet". This is considered a major change to the Committee. The MSA Communication was correct but the rest of them were incorrect.

- The Committee determined that if any changes are made to the Communication given to Geoff Tyree for distribution, the changes are to go to Scott Seydel, Mike Stoner and Mark Fisher for review and approval. The Committee determined that if every change goes back to the CBDPP Committee, it would cause a major delay in the release of the Communication.
 - Darrell Riffe will talk to Geoff Tyree about this.
 - Darrell Riffe will also bring Resolution Form 9.9, Communications Process, to the next meeting for the Committee to review.
 - Darrell Riffe will also email Tim Bussman to put this issue on the Agenda for the next BeCAP Team meeting.

DOE-0342 Revision/Incorporation of Proposed Language

- The Committee agreed to leave the Charter with the document for consistency and will remove the stand-alone link for the Charter on the website.
- The Committee discussed if it should revise DOE-0342 now since other Products will take approximately 3 months before they are finalized. If the Committee wants to revise the document, Mike Stoner wants to make a request to DOE-RL/ORP, via email, to have them not sign the document as it is difficult obtaining their signatures.
 - Currently, all Company Presidents must sign a Revision and DOE-RL/ORP must approve the Revision.
 - Mike Stoner and Mark Fisher will meet with RL/ORP to determine whether the DOE letter regarding the Resolution Forms pertains to putting the new language into DOE-0342 without getting signatures from Company Presidents and DOE approval.
- There is concern that if the document is revised and put into the field the workers will be expecting a finalized document; not just portions.
 - A suggestion was made to accept all changes in the document, remove all of the redlined-strikethrough of the “Rolling Draft” and have the Product Teams work from this “clean copy”. This will then be used as the most current rolling draft.
- Some of the representatives feel that the Resolution Forms change nothing in the field as the workers have been working to them already.
- For next week, the Committee is to determine whether it wants to revise the document.

Communication #2 (Systems Approach For Beryllium CAP Products)

- The Committee approved Communication #2 and Darrell Riffe and Mario Moreno will start the process.
- Any changes that DOE makes will need to be sent to Scott Seydel, Mike Stoner and Mark Fisher for approval. Once approved, the communication can be sent out for distribution.

Share Drive for Redline/Strikeout Draft Version of DOE-0342

- In order for Emily Millikin and Rodney Robinson to access the Share Drive, they will need to obtain an rl.gov address.

AROUND THE TABLE

Randy Phenneger

- Tuesday is the 90% Presentation for Facility Assessment.

Mario Moreno

- Shawna will send Communication #2 to Pete Garcia and Mario Moreno.