
CBDPP I&M Committee Meeting Minutes

November 3, 2011

2430 Stevens / CR 297

ATTENDEES:

Shawna Flood	Darrell Riffe
Michele Solano	Bob Legard
Scott Seydel	Randy Phenneger
Mike Butts	Mario Moreno
Larry Sherman	Joseph Samuels
Chuck Wildman	Dale Gunter
Dr. Karen Phillips	Colby Smith
	Lisa Hart

INTRODUCTIONS:

Dale Gunter – WRPS/HAMTC, new Alternate for Thomas Morris.

SAFETY TOPIC:

- Daylight Savings occurs this Sunday. Make sure you check the batteries in all of your smoke detectors and carbon monoxide detectors. Ensure that you and your family know where the fire extinguisher is located in your home in case it is ever needed. The fire extinguisher needs to be checked on a yearly basis for replacement, as over time, the chemicals will settle and it will be unusable.
- A reminder that not all pedestrians use crosswalks and you need to be as alert as possible while driving. In recent news, a 15-year old Richland High School student was killed when she was hit by a car while crossing the street. She was not in an intersection and had ear buds in her ears listening to music. The driver was not cited as he was not speeding and it was accident.

NEW BUSINESS:

- **Quorum:**
 - Dale Gunter, Alternate for Tom Morris, represented WRPS/HAMTC.
 - Chuck Wildman, delegated authority for Mark Fisher, represented the BAG.
 - Larry Sherman, delegated authority for Emily Millikin, represented WCH.
 - Larry Sherman, delegated authority for Kirk Domina, represented HAMTC Employee Health Advocate.
 - Committee had full quorum.
- **Beryllium Inbox:**
 - A spam email was received in the Beryllium inbox; no new questions.

- **Learning Objectives for BWP/BHA Gap Training:**
 - HAMMER presented the Committee with the Learning Objectives for the IH/IHT for the BWP to obtain the Verification to Proceed with Delivery. The Pilot for the BWP for IH/IHT was held last week and positive feedback was received with a few minor comments that are easily fixable. Two changes were recommended from the Pilot that included Updating the Forms and changing the Talking Points.
 - The Committee granted the Verification to Proceed with Delivery with the caveat that a corrected Lesson Plan can be seen.
 - HAMMER agreed that the finalized Lesson Plan will be brought back to the Committee for review.
 - HAMMER presented the Committee with the proposed gap training module for Beryllium Workers. A handout was given outlining the Learning Objectives. If the Committee approves the gap training, it would then go to the TCOE (Training Center of Excellency) then into the design of the Learning Objectives.
 - The Committee approved the gap training.
 - The Committee also approved the gap training for PPSM as the PPSM will be covered by this gap training.

- **Training Update:**
 - The Beryllium Worker training is due for its Annual Review in April, 2012.
 - The Training Subcommittee will be involved in the Annual Review. If any changes are made to the training, it will be brought back to the Committee and a summary will be provided.
 - The Annual Review will integrate Feedback Forms from students and any updates from any new courses.

- **Section 6.14, Managing Beryllium Affected Workers Resolution Form:**
 - A Resolution Form for Section 6.14, Clarification of BAW Measurable, was reviewed by the Committee. The Resolution Form proposed replacing the word “measurable” with the word “detectable”.
 - The Committee discussed this Form and determined that a Clarification will be done for this topic in order to expedite the work in the field and this would be addressed again when the Product Team starts developing this.
 - Colby Smith will prepare the Clarification Form and bring to the Committee for review.
 - Some of the discussion/comments included:
 - Leave the word measurable and add a requirement note.
 - Replacing the wording just trades one problem for another.

- **CBDPP and Implementing Procedures Configuration Control Resolution Form:**
 - The Committee reviewed and approved the Resolution Form.
 - This Resolution Form only pertains to DOE-0342 and will be an Appendix to it in the next Revision. The Form states that if a Significant Change is made, DOE has the authority to determine if it is a major change or minor change.
 - The Implementing Procedures do not have major/minor changes.

- **BWP Status Update:**
 - The Hanford Site Beryllium Work Permit (BWP) and Hazard Assessment Procedure, DOE-0342-001, is ready for VP signatures.
 - An email, including a copy of the Procedure, will be sent out to all VP's with a message that someone will be in contact to obtain their signatures.
 - The BWP Procedure will not be implemented until:
 - DOE-0342 is implemented
 - The Forms are updated
 - A Letter of Direction has been sent to all of the contractors
 - There are two ways that the BWP Procedure can be implemented. It can be published with a caveat or it can be published on the date of implementation.

- **BeCAP Implementation:**
 - A Draft BeCAP Implementation Team handout was distributed to the Committee members. This draft handout defines the BeCAP Implementation Team by describing the following topics:
 - Purpose
 - Members
 - Objectives
 - Keys to Success
 - Responsibilities of Implementation Team Leads
 - The Committee also reviewed a Draft BeCAP Implementation Process Flow Diagram dated 11/1/11 – Rev 4. The Diagram starts with the Product that Passes Through the 90% Presentation and ends when the Product is Effective & Implemented.
 - The BeCAP Implementation Team assists the contractors in moving towards implementation after the 90% Presentation.
 - The Process also allows the Contractors and DOE to perform effectiveness reviews prior to HSS performing its own effectiveness review.

- **Communications to Workforce/BWP Communication:**
 - Any and all changes to the BWP Communication need to be sent to Darrell Riffe.
 - The BWP Communication is ready to go and will be distributed as soon as Geoff Tyree is given the approval to do so.
 - The Beryllium Website has been updated. Leo Wickstrand's name has been removed and replaced with Thomas Morris and Dale Gunter.

- **Lessons Learned:**
 - A recent Report was issued from the UK entitled, "Beryllium, A review of the health effects and the evidence for screening or surveillance in workers exposed to beryllium". This was prepared by the **Health and Safety Laboratory** for the Health and Safety Executive 2011.
 - Scott Seydel will send this to Shawna Flood and she will distribute to the Committee.

- **Issues in the Field:**
 - An issue arose in Building 326 while performing work inside where the border was the ceiling. Some lights were suspended but some lights were up in the ceiling. Work was performed on the lights up in the ceiling.
 - There was a miscommunication of the work scope that was to be performed.
 - A question was brought up in a BAG meeting regarding the Goethals building where body counts are being done and is it possible to have this room sampled? Higher levels were found in the shops surrounding this room. The results exceeded the Pels level but not trigger level.
 - It's believed that this is a Battelle building so is it a RL contract with PNNL? If so, does IBOT oversee it or does PNNL?
 - Julie Goeckner is looking into this.
 - A question regarding waste bags from PermaFix was brought up. PermaFix retrieves waste bags from the Site, reduces them down and sends the excess back. PermaFix ships under the DOT; not OSHA. The concern is whether the waste bags are checked for surface contamination when they are returned to the Hanford Site? The waste bags are mostly returned in waste boxes that are labeled as RAD. Are there any requirements for receiving?
 - Chuck Wildman will send a concern to Scott Seydel for him to look in to.

- **CBDPP Subcommittee (Company Level) Discussion:**
 - MSA: The Subcommittee meets today.
 - WCH: Nothing new to report.
 - CHPRC: The Subcommittee did not meet yesterday.

- CSC: Getting closer to holding the first meeting. Sam is the Lead for this and is preparing an employee wide announcement.
- **Meeting Next Week?**
 - The Committee decided it will not be meeting next or on Thanksgiving, but will meet on November 17, 2011.

AROUND THE TABLE:

Randy Phenneger

- Inquired about the BHSC Conference and since never been, when is the best day to go and where is this being held at?
 - Location is HAMMER. Rooms 10, 11 and 12 (walls will be taken out). This space will hold 100 people and webcasts will not be done.
 - Tuesday is the Tour and Board of Directors Meeting. Most people will not attend this day.
 - Wednesday and Thursday are the best days to attend. Thursday morning is most likely the best time to go. Thursday afternoon will be broken out into breakout sessions where small working groups are formed.
- Scott Seydel speaks at 1:00 on Thursday.