
CBDPP I&M Committee Meeting Minutes

November 4, 2010

2430 Stevens / CR 297

ATTENDEES:

Shawna Flood
Carol Powe
Randy Phenneger
Kirk Domina
Chuck Wildman
Kevin Collins
Jayme Kahne
Bob Legard
Emily Millikin
Mike Stoner
Erin Krebs
Sandy Rock
Mario Moreno

Mark Fisher
James DeRoos
Jason Zaccaria
Larry Sherman
Leo Wickstrand
Patricia Aldridge
Joseph Samuels
Kristy Kimmerle
Michele Edwards
Michele Mazzei
Alison Gjefle
Mary Sams
Michele Solano

INTRODUCTIONS:

Sandy Rock – AMH, Risk Communicator.

SAFETY TOPIC:

- Drivers need to be extremely careful when driving through a crosswalk. There was a recent incident where a driver was blinded by the sun in his eyes and did not see a pedestrian in a crosswalk. A bystander called out a warning to the pedestrian and the person was able to jump out of the way; his lunchbox was hit by the car. Even though pedestrians have the right-of-way in crosswalks, be aware of oncoming cars. Flags have been placed on each side of a crosswalk to be used for extra precaution.
- With flu season approaching again, AMH will be giving the flu vaccine to Hanford employees at no cost. Schedules are posted with dates and locations. The flu vaccine contains the vaccine for H1N1, which was highly prevalent last year.
- Word is out that Cell Phones are being sold to Telemarketers and these Telemarketers will be starting to call cell phones within the next month. The telephone number being given to call to block the Telemarketers is (888)382-1222. However, as this information has not been verified, you may want to contact the Federal Trade Commission for more information.

OLD BUSINESS:

- Review of Meeting Minutes:
 - Minutes from October 28, 2010 were approved by all members.

OPEN ACTION ITEMS:

- **Beryllium Website:**
 - No information was given during this meeting.
- **DOE-0342, Revision 1:**
 - No information was given during this meeting.
- **6.27.2 Counseling:**
 - No information was given during this meeting.
- **Issues with Legacy Components:**
 - No information was given during this meeting.
- **Definition of “work” in Section 6.14:**
 - No information was given during this meeting.
- **Beryllium Waste Disposal Resolution Form:**
 - No information was given during this meeting.
- **Dust Disturbing Activity Resolution Form:**
 - No information was given during this meeting.
- **Intrusive Work and Non-Intrusive Work Resolution Form:**
 - No information was given during this meeting.
- **Duct Labeling Resolution Form**
 - No information was given during this meeting.
- **Develop Surface Contamination Protocol or Lessons Learned for the Tool Crib Incident.**
 - No information was given during this meeting.
- **Facilities Listing Maintenance, Section 6.6, Resolution Form:**
 - No information was given during this meeting.

NEW BUSINESS:

- **Presentation on the HR/IR, Employee Concerns, Advocates Educational/Training**
 - Erin Krebs and Alison Gjeffle from Vivid Learning Systems gave a presentation regarding the “Worker’s Journey” Flow Chart. This is a CAP item due 12/31/2010.
 - Three (3) Processes were identified for the Worker’s Journey:
 - Start to Temporary Work Restriction
 - Temporary to Permanent Work Restriction
 - Outside Screening

- Each Process contains six (6) Roles:
 - Assisting Parties (Labor, Advocate, Employee Concerns)
 - Worker (Beryllium Associated Worker)
 - Management
 - HR Functions (Benefits, WC, Staffing, Training)
 - Medical (AMH, NJ, Private)
 - Safety/IH
 - The outline has been established but there is still an issue regarding flow down to subcontractors.
 - Mark Fisher and Mike Stoner will meet with Pete Garcia, DOE-RL, to obtain:
 - A commitment from DOE for verification from contractors:
 - Do the Contractors speak for lower tiered subcontractors
 - Flow down requirements
 - Flow chart for all contractors which outlines their subcontractors.
 - This will provide all of the information needed to know who is involved with the process
 - What HR Departments are to be involved? HAMMER needs this information identified. Patricia Aldridge will email Mark Fisher the required information needed prior to meeting with Pete Garcia.
 - A meeting is being scheduled for next week with Pete Garcia regarding Counseling Packets. The Vivid Presentation of the Worker's Journey will be presented and the information and issues will be reiterated. This meeting will give Pete Garcia the information necessary to write a letter to all of the contractors.
 - Do Case Managers need to be involved? This should be answered once direction is received from DOE regarding which parties are involved in the process.
- **Training Development**
 - IH/IHT Reference Manual assembly is on target to be completed by HAMMER on November 5th.
 - Risk Communication course development has begun with interviews being conducted with local experts in the field.
 - **Corrective Action Plan (CAP) Status**
 - Mark Fisher stated that DOE has/will request from all contractors that copies of the Objective Evidence required for the CAP items be delivered to DOE. All of this Objective Evidence will be stored at DOE.
 - It was reiterated that both HAMTC and the BAG have the right to review the Objective Evidence from each Contractor
 - **CAP Item F-4.10.1 (Instructions on use and completion of the BWP)**
 - WCH provided status that they are almost complete with the BWP. They will have a verification meeting and finalization meeting.

- DOE-RL, Pete Garcia, will be sending out an email next week for comments. There will be a due date listed in the email for comments to be submitted by.
- **CAP Item F-4.10.6 (Procedures for establishment, use and down-posting of BCFs/BCAs)**
 - Jayme Kahne will be scheduling a meeting to develop criteria to put into the work control process.
- **Questions Received - (BCA/BCF, Be Area Postings)**
 - Two (2) questions were brought to the Committee for discussion and answer. Both answers will be taken back to the person who submitted them.

Question #1

- *Are we going to consider a below grade Be area posting. If we do post an area outside as a BCF can the signs be put on posts instead of having to rope off the area.*
 - The CBDPP committee recognizes the need for signage for areas with potential below grade beryllium contamination. There may be other guidelines, State and Federal, which dictate otherwise. This will be addressed as an Action Item for the CBDPP Committee. Mike and Mark will take this to DOE-RL and ORP for Environmental Department to address. Each Contractor will meet and discuss with their Environmental Department the issues regarding the issues at hand. The CBDPP Committee voted and approved to develop a sign for posting of underground beryllium areas. Chuck Wildman will bring a Resolution Form to the Committee for posting of underground beryllium areas. Chuck Wildman and Jayme Kahne will work together to develop a sign for posting of underground beryllium areas. They will also develop the corresponding criteria needed for this sign.

Question #2

- *At what point can you consider an area a non-BCA once a BCF has been demolished AND Does covering the area with six inches of dirt apply to this like it does at ERDF once all debris has been removed?*
 - The Committee recognizes these concerns and both questions will be addressed and resolved through CAP item F-4.10.6.

Around the Table

Mary Sams

- Do questions still go through Webmaster? She was asked and responded to, a personal medical question, but was advised that the answer needed to be more global; not specific.

Jayne Kahne

- Has the signed and approved Resolution Form from the last meeting been posted on the website? What is the date implementation starts?
 - Per direction issued by DOE letter, the date implementation starts is the date that DOE signs the Resolution Form
 - The DOE/ORP letters will be sent out with the approved meeting minutes

James DeRoos

- Make sure that the information received in the CBDPP meetings are being filtered down to workers in the field.