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CBDPP I&M Committee Meeting Minutes

December 16, 2010

2430 Stevens / CR 297
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ATTENDEES:

Shawna Flood
Kirk Domina
Randy Phenneger
Michele Solano
Chuck Wildman
Mark Fisher
James DeRoos
Mary Sams
John Calcagni
Mike Stoner
Thomas Morris
Lynn Gates

Scott Seydel
Mario Moreno
Jason Zaccaria
Larry Sherman
John Herber
Julie Goeckner
Colby Smith
Robert Gilmore
Patricia Aldridge
Bob Legard
Silvette Boyajian
Darrell Riffe

*Leo Wickstrand delegated his vote to Thomas Morris.

*Emily Millikin delegated her vote to Larry Sherman.

INTRODUCTIONS:

John Herber – IBOT

SAFETY TOPIC:

- The Barricade Accident Slideshow was shown to the Committee as the safety topic. The accident in the video occurred on November 22, 2010 at the Savannah River Site Guard Post. The driver had his vehicle on cruise control at 45 mph and fell asleep as he was coming into work. No word on injuries. Note that the guard runs away from the accident and right in front of the car in the next lane, which also could have had a horrible result. There really isn't much that the first driver could have done to prevent the accident, but it's always a good idea to pay attention to what's behind you.

OLD BUSINESS:

- Review of Meeting Minutes:
 - Minutes from 12/02/10 and 12/09/10 were approved with minor corrections.

OPEN ACTION ITEMS:

- Open Action Items:
 - Scott Seydel will review the Open Action Items and remove any items that have been closed. In addition, any new action items will be added.

- **Beryllium Website:**
 - No information was given during this meeting.
- **DOE-0342, Revision 1:**
 - Committee review of Rev. 1 to be completed prior to publication.
- **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:

AMH Monthly Contractors Report for Beryllium IH Data

- Lynn Gates reported to the Committee which contractors provided their data to AMH:
 - October: CHPRC, PNNL, WRPS
 - November: WRPS
 - December (As of 12/16/10): CHPRC, WCH
- MSA is still investigating why the data was not reported since employee notifications were made.

- CHPRC reports that the November data was not provided to AMH due to MSA not being able to access the information. CHPRC data is submitted by the IH's after a peer review is completed. Once MSA finalizes this data, CHPRC is able to retrieve the data and submit the data to AMH. During November, MSA was not able to access the data to finalize it and Carol Powe, Point of Contact, was out of the office for three weeks.
- Each contractor has a Point of Contact that deals directly with AMH. Should a contractor be 30 days overdue in reporting data, AMH will contact them directly and follow up with a letter.
- Once the IH Database is available, AMH will have direct access to it. Notifications will automatically be generated and AMH will be able to search queries. The database will also alleviate clerical errors since "cut and paste" must be changed manually.
- The IH Database has not been implemented yet due to funding.
- Sam Murff is the Beryllium IH for AMH and is handling the IH Database data. All questions should be directed to him.
- AMH conveyed to the Committee that if it would like a presentation of the IH Database, Scott Seydel would need to contact Dave Jackson, MSA, to arrange for the appropriate person to present the concepts, status, etc.

Training Development

- HR/IR/EC and Advocate: The flow chart is almost complete. We are partway through final review and hope to complete that on 12/27/10. The counseling packet is having two of the sections rewritten then it will go for final review. To reiterate, these CAP items will not be completed by 12/30/10. The PPSM course is in place (F-2.2.2), but the HR/IR, etc. part is not.
- Risk Communication: Course development is underway. First dry run is scheduled for 1/5/11. Training is making visits to contractor's responsible management to help get the information out about the course. Sessions are set and open in PeopleSoft.
- Manual Revision: Final comments are due 12/17/10. Since the new BWP will not be in place yet, we are considering pulling that out as a separate handout. Once the final version is in place, we will put it back into the manual.
- IH/IHT: Have to okay to proceed. The initial meeting is scheduled the week of 12/27/10.
- All Hands Meeting: The video and presentation drafts will be completed the end of December.
- The Site orientation booklet and the Electronic Site Orientation (#100090 and #100099) need to be updated to include some basic information on beryllium such as signs that might be seen; requirements to be able to enter an area; and who to contact.

- There was discussion regarding decontamination for beryllium work, e.g. when to remove respiratory apparatus. Beryllium work decontamination is situational and established in the planning and shared in the pre-job.
- Development of a tracking list for resolutions and other items that will require training was raised. This list will be developed and incorporated into the CBDPP Committee Minutes. Items will be added when they are approved by the BAG and HAMTC to move forward with training development. Below is a draft for consideration.

Item # / Resolution #	Description	Approved for Training			Training Verification Date by CBDPP Committee	Completion Date of Training Development
		BAG	HAMTC	CBDPP/Other		

Training Requirements for Entry into a BCF

- Scott Seydel obtained the Visitor Orientation Booklet that is handed out when badges are issued. While at Badging, he was informed that it is possible for persons who are issued paper badges, to have no escort. However, this is not common practice.
 - This booklet is being revised. The Committee feel’s that now is the time to add beryllium information.
 - Patricia Aldridge will have Pat Gardner (HSWET) develop pages to add to the booklet regarding beryllium.
- The Committee also reviewed the training requirements for Hanford Site Access (See Attached to Minutes). The *Hanford Site Access Training Program Description, Rev 8, October 8, 2010*, lists the required training in Section 5.0, Training Requirements. Currently, there are two training courses that have been designed to meet the legal and performance based training requirements for Hanford site visitors.
 - Course Number: 100090, Visitor Orientation Booklet.
 - Course Number: 100099, Web-Based Training.

- **Beryllium Communications Sub-committee Process, Section 1.3, Resolution Form (OFI-5.3)**
 - The BAG will review the Resolution Form and Appendix D on Tuesday, December 21st, for approval.
 - The Committee reviewed the Form and Appendix D during the meeting but requested additional time since this was sent out late afternoon the prior day.
 - No language will be changed in the CBDPP; an Appendix D will be added to the CBDPP.
 - Shawna Flood will send out the Resolution Form and Appendix D to all Committee members for review.

- **Corrective Action Plan (CAP) Status**
 - CHPRC
 - Due to interim confusion, Scott Seydel is writing a Management Directive clarifying IH direction. He also hopes to include language in the Directive that will go into the process (additional requirements for peer reviews, etc.).

 - MSA
 - Regarding F-4.4.2, Bob Gilmore and Mike Stone will schedule a meeting to discuss this.

 - WRPS
 - Sent out the draft for the beryllium affected worker sampling process (F-4.3.1).
 - Colby Smith will send out the revised Process for review to all Committee members.
 - Mark Fisher will present this to the BAG on Tuesday, December 21st, for approval.

- **Questions**
 - Two questions arose during a HAMMER training class. HAMMER had asked the Committee to provide feedback to the below questions.
 - 1. What level of training is required for entering a BCF?**
 - Scott Seydel will draft an Interpretation to present to the Committee at the next meeting. The Interpretation will include training requirements and badging practices.

 - 2. When is a BRA required instead of a BCA?**
 - Scott Seydel will draft an Interpretation to present to the Committee at the next meeting.

Around the Table

James DeRoos

- During a past meeting with IH/IHT's it was clear that information regarding the CBDPP is not flowing down very well. During a past Plan of the Day (POD) it was noted by workers that there has been confusion between the CBDPP (Chronic Beryllium Disease Prevention Program) and the IHWP (a Hazard Control Document) used by the company.

Mike Stoner

- Was not invited to the IHT meeting scheduled for 12/30/10.
 - Pat Aldridge will resend the meeting invite and ensure that Mike is put on the distribution list.
- Who will be representing CHPRC at the IHT meeting?
 - CHPRC has not yet selected the representative but will advise once they do.
- What is the process for new training incurred from the CAP, to HAMMER? How does new training get communicated to HAMMER? Currently, all new training needed is being listed on the Resolution Form. Should a Training List be developed and maintained through the Committee and/or minutes?
 - Shawna Flood will start a Training List for Training Development to be reviewed by the Committee at the next meeting. The Committee will also need to determine if this should be a standing item on the Agenda.
 - The Committee needs to determine if a process needs to be established and if the Gap training element should be done during Committee meetings or outside of it.

Randy Phenneger

- Merry Christmas to everyone!

Chuck Wildman

- Was tasked to ask a question to the Committee. An incident at REDOX occurred while down posting signs (this incident is still under a beryllium Stop Work). Workers want to know if there have been other instances on Site where the .1 trigger level was exceeded. Normally, the IBOT is notified if a trigger level is received and then notified with the result. In this case, the IBOT was not notified.
 - It is anticipated that the Characterization Plan that CHPRC is drafting will address this issue.
 - It is believed that until the CBDPP, Resolution Forms and training is implemented, these issues will remain ongoing as there is a lot of confusion across the Hanford site.
- It was noted by other Committee members that Chuck stepped in and handled this situation and received much praise for a job well done in handling the approximate 30+ people involved with this situation.

Julie Goeckner

- Commends Chuck Wildman and his organization for the outcome of the incident.
 - Chuck held a meeting with all of the involved workers.
 - Ines Triay issued Kudos to Chuck and his organization for the action taken.
 - Both Pete Garcia and Julie Goeckner will be attending the CBDPP meetings as they are able to. They both look forward to working with everyone.

Mario Moreno

- During the week of January 10, 2011, Jacqueline Rogers will be providing training. Information will be forthcoming.

Mark Fisher

- It was mentioned at a recent BAG meeting that WCH has filed a complaint against PNNL for improper signage. Unsure of any further details.
- The BAG will be looking into the portable sampling labs that WCH has approached DOE in regards to. The chemical fluorescents method will be used and the mobile labs will be run by WSCF. WSCF is close to obtaining the AHIA Accreditation.
- The mobile sampling labs, also known as the Beryllium Finder Brilliant, will be stationed in the 300 area.