

EFCOG Deactivation & Decommissioning and Facility Engineering (DD/FE) Working Group Meeting Minutes

Tuesday, March 6, 2007

Hanford HAMMER Administrative Bldg Room 31

Attendees: See Attachment 1

Agenda: See Attachment 2

SUMMARY

The DD/FE Working Group held its Spring meeting at the Hanford site in Richland, Washington. The meeting included a tour of the Hanford ALARA Center. The group was informed that during the EFCOG Board of Directors meeting on February 20, 2007, their status was raised from Task Group to Working Group. During the Spring meeting three Task Groups were created, as follows:

- **D&D Hotline Task Group** to develop the idea of incorporating a D&D Hotline into the ALARA Center.
- **DOE 413.3A EM Clean-up Projects Guide Review Task Group** to serve in an advisory capacity to provide input on the EM Clean-up Projects guide.
- **IVC Review Task Group** to serve in an advisory capacity to provide input on the Independent Verification of Cleanup process related to the release of real property.

A list of proposed actions to improve integration, distribution, and promotion of D&D lessons learned and best practices was evaluated, and actions were assigned or combined with the D&D Hotline effort to accomplish this goal. The Task Group members are engaged and contributing substantially to supporting the above efforts and completing the addition of over ten new Best Practices focused on D&D to the EFCOG Best Practice web site via the **DD/FE Best Practices Review Task Group**.

MINUTES

Fluor's Larry Waggoner, Jerry Eby and Greg Perkins hosted a tour of the Hanford ALARA Center between 8:15 am and 10:00 am. Larry and Jerry walked the group through many displays of tools, equipment and processes that can be applied to reduce occupational radiation exposure to as low as reasonably achievable (ALARA). A PowerPoint presentation of the ALARA Center and the displays that the group viewed can be accessed at http://www.hanford.gov/rl/uploadfiles/ALARA_walk.pdf. In many cases the tools, equipment and processes reduce exposure by decreasing the time personnel spend in exposure situations by increasing the efficiency of accomplishing D&D-type work. Larry and Jerry also relayed their experience in what made and makes the ALARA Center successful and relevant.

The group returned to the HAMMER facility to continue the day's meeting at 10:35 am. Mike Fox from HAMMER briefed the group on the facility, emergency alarms and egress routes. Mike Stevens, Fluor Hanford Central Plateau Director of D&D and Remediation Projects, provided a safety topic regarding the necessity of establishing and enforcing exclusion areas around active D&D work areas (See Attachment 3). He showed pictures of a half-foot-long, razor-sharp metal shard that had been ejected during demolition shear work, but did no harm as it fell within the exclusion area around the work.

Next, Larry Waggoner led a discussion regarding operation of the Hanford ALARA Center, including a review of the evolution of the Center (See Attachment 4). Key attributes for success of the Center include: staffed by personnel having credibility with users, easy to use (barriers removed), supported by upper management, and well-marketed. The two primary ALARA Centers among the DOE Complex sites are at Hanford and Savannah River. Mike Lackey pointed out that a D&D Hotline could well be an outgrowth of the existing ALARA Center. Caution was expressed that if the D&D Hotline took much time to handle, that additional staffing of the Center would be needed. A Task Group was formed to develop

the idea of incorporating a D&D Hotline into the ALARA Center and will report back in the next teleconference. From discussion later in the meeting, the development should include potentially cataloguing the expertise of DD/FE members for the Hotline's main contact to refer to and call upon as necessary to increase the effectiveness of the Hotline. The **D&D Hotline Task Group** members are:

Bob Richardella – Leader
Sandra Waisley
Mike Johnson
Larry Waggoner

Following lunch, Russ Mellor reported on the presentation about the DD/FE Task Group he made to the EFCOG Board of Directors on February 20 (See Attachment 5), prior to the Annual Executive Council meeting in Washington, DC, on February 21 and 22. He announced that during Board business following the presentation, the Board elevated the status of our group from Task Group to Working Group. Russ and Mike Lackey commented how the rapid impact made by the active participation of DD/FE members was likely responsible for this recognition in less than four months since the group's kick-off meeting. Russ further indicated that based on what he'd observed, a higher level of interaction with other Working Groups would be needed given our new status. Russ showed us a copy of "EFCOG Review" that he'd picked up at the annual meeting, and Lanny Dusek will find out if our leadership can get on distribution for the publication. Russ also showed a copy of the ISM Working Group brochure (See Attachment 6), and Lanny will work up a similar brochure for the DD/FE Working Group that we can use in marketing.

Darin Dobbins reported on the status of D&D Best Practices (see table below). Members of the D&D Best Practices Review Task Group are coordinating their comments and getting them back to the authors for resolution prior to the Best Practices being posted to the EFCOG Best Practices web site under a new D&D category. Will Brocker from the ISM Working Group is a lead for the EFCOG Best Practices web site and has been sent drafts of the D&D Best Practices to review for cross-coding them into other categories to which they apply on the web site. Darin will be reviewing the existing Best Practices on the web site to see which of them apply and should be cross-coded to the new D&D category.

<u>Best Practice Topic</u>	<u>Author</u>	<u>Status</u>
Mold Detection and Remediation During D&D	Bill Stephens Washington Savannah River	With Review TG
Electrical and Mechanical Isolation Process (Cold & Dark)	Mike Johnson Washington Closure Hanford	With Review TG
Use of Commercial Rigid Polyurethane Foam for D&D	Kelly Trice Bechtel Jacobs	With Review TG
Space Action Team Assets for Value Contracts	Mike Auble LLNL	With Review TG
Blanket NEPAs	Carol Meincke Sandia	With Review TG
Open Air Demolition of Radiologically Contaminated Structures	Mike Lackey Fluor	With Review TG
Techniques for Identifying Underground Utilities or Obstructions	Darin Dobbins Stoller	Abstract Done – BP in Writing
Utility Redistribution Planning	Pat O'Neill Fluor	With Review TG
Nuclear Safety Planning for D&D	Bob Richardella Stoller	With Review TG
Project End State: Definition, Documentation and Verification	Harvey Story AREVA NP	Abstract Done – BP in Writing
Implementation of NFPA Arc Flash Requirements in D&D	Russ Mellor Washington Group Intl	With Review TG
Achieving Record of Decision on First Canyon in the Complex	Lanny Dusek Fluor	With Review TG
Post-Deactivation Surveillance and Maintenance	Carlo Melbihess UT-Battelle	With Review TG

TBD	Chuck Negin Project Enhancement Corp	Choosing Topic
TBD	John Gilmour CH2 Savannah River	Choosing Topic
TBD	Patrick Burke Bartlett Services	Choosing Topic
TBD	Don McGee AREVA	Choosing Topic

Mike Lackey went over open actions, and responsible persons reported on their status as captured in the Action table at the end of these minutes.

Discussion proceeded on the topic of preparation of guides to replace DOE M413.3, "Project Management for the Acquisition of Capital Assets Manual." Sandra Waisley reported that Phase I of the project involves developing the design review process and checklist for Critical Decision (CD) 1 through CD-4. Chuck Negin presented (See Attachment 7) the background and plans for development of the guides, stressing that while our direct involvement would be with the guide on EM Clean-up Projects, it would be beneficial to at least have input on many of the other guides to ensure D&D is properly considered in the overall guide development effort. Specifically, he said the DOE Order was primarily written by individuals with design-build experience and mindsets. CD-3, "Start of Construction," needs to be defined as to how it fits Deactivation and Decommissioning, and these may be best treated separately for CD-3 rather than combined. Another major question is, "How does characterization to develop alternatives fit into the CD process?" John Gilmour said that a new process had been directed at Savannah River, which applies the Order for CD-0, "Mission Need," and CD-1, "Preliminary Baseline Range," and then follows the Federal Facilities Act (FFA) rather than the remaining CDs. A Task Group was formed to serve in an advisory capacity to provide input on the EM Clean-up Projects guide and will report back in the next teleconference. The **DOE 413.3A EM Clean-up Projects Guide Review Task Group** members are:

- John Gilmour – Leader
- Chuck Negin
- Mike Lackey
- Carlo Melbihess

Sandra Waisley commented that there is another group at Savannah River National Laboratory that is working on the guide effort for D&D. They have developed a business plan for how to get this done. Mike Lackey responded that we need to be proactive to define how D&D fits into the CD process for that group. In follow-up to Chuck's presentation, Mike also asked members to e-mail one-paragraph examples of where people in D&D have had difficulty matching D&D with 413.3A.

Following a break, the meeting continued with Sandra Waisley discussing the Independent Verification of Cleanup (IVC) initiative. Sandra reviewed the background correspondence between EFCOG and James Rispoli, Assistant Secretary of Environmental Management (See Attachment 8). She then provided copies of a draft business plan for IVC (See Attachment 9), commenting that she would appreciate a detailed review of the plan. Mike Lackey noted that a distinction needs to be made between release of personal property (commonly called "free release") confirmed by Health & Safety and release of real property (what we'd do via MARSSIM or other method of confirmation for "site release") confirmed by ORISE, and that the expertise to provide feedback on the long-standing issue of free release would be found in the ISM Working Group's Subgroup on Radiological Protection. A Task Group was formed to serve in an advisory capacity to provide input on the IVC process related to the release of real property. The **IVC Review Task Group** members are:

- Russ Mellor – Leader
- Don McGee
- Carlo Melbihess
- Lanny Dusek

Next the group discussed a list (See Attachment 10) of brainstormed ideas from the October 2006 meeting on ways to get the word out about D&D Best Practices in a way that promotes their utilization. Chuck Negin recommended we first determine our target audiences. Ensuing discussion led to identifying targets as those new to D&D as well as those in D&D leadership roles; the former audience to help bring them up to speed more quickly and the latter audience to help them stay in touch with the most pertinent information among the plethora of resources that are available. Actions that Lanny Dusek will be calling on others to help pursue are as follows:

1. Ask other key D&D web sites to provide a link to the DD/FE web site, namely the American Nuclear Society's Decommissioning, Decontamination and Reutilization (DD&R) division.
2. Populate the DD/FE web site with a section containing the latest DOE documents on D&D to help people find the current rather than old information that has been superseded over the years.
3. Start identifying ourselves and our presentations in other forums with an EFCOG DD/FE alliance.
4. Work with Ed Yatsko to place a Google-type search from the DD/FE web site that is targeted to the many other D&D-related sites, including the following:
 - a. <http://www.ornl.gov/ddsc/> from Oak Ridge
 - b. <http://www.dd.anl.gov/> from Argonne
 - c. <http://www.hps1.org/sections/decom/> from the Health Physics Society
5. As DD/FE members' areas of expertise are catalogued for the D&D Hotline, also make these available to DD/FE members to assist in identifying those to call upon to provide readiness review participation.

Additionally, Sandra Waisley volunteered to circulate a draft charter from the EM Center of Excellence at the Savannah River National Laboratory.


Mike Lackey moved that the Interim Vice-Chair and Interim Secretary be elected to those positions. A show of hands of D&D Active Members indicated approval by the majority required by the DD/FE Charter. The next teleconference was tentatively scheduled for April 17, 2007, and we'll try to schedule our Fall meeting in conjunction with that of the ISM Working Group.

ACTIONS [note that actions shown closed in the February 12 Telecon Minutes are not shown on this list]

<u>Number</u>	<u>Action Statement</u>	<u>Responsible</u>	<u>Due Date</u>	<u>Status / Comments</u>
2006-10-6	Evaluate ways to distribute best practices (get the word out in a way that promotes their utilization) and report back at the next DD/FE Task Group meeting.	Rick-Martinez Chuck Negin	May 31, 2007	Closed – Ideas were discussed in the March 6, 2007, DD/FE meeting and actions assigned – see follow-on Action 2007-03-7.
2006-12-1	Attend and report out on: 1) November 6, 2006, NRC/DOE/FCFF/NEI/EPRI meeting on decommissioning lessons learned and 2) December 11-15, 2006, IAEA international conference on lessons learned from decommissioning of nuclear facilities.	Andy Szilagyi	Feb 17, 2007 Mar 6, 2007 Apr 17, 2007	
2007-02-1	Review existing Best Practices on the EFCOG web site and get those applicable to D&D coded to also appear in the new D&D category. Also, review our D&D Best Practices for cross-coding to other categories unless this will be done by coordinators for those other categories.	Darin Dobbins	Apr 30, 2007	
2007-02-2	Update the EFCOG DD/FE web site to provide links to the three circa 2000 D&D documents (guide, handbook, and matrix) that superseded the 1994 D&D Handbook and the Resource Manual.	Lanny Dusek	Mar 6, 2007 Apr 30, 2007	Sandra Waisley said Jud Lilly of DOE is working on 4 D&D guides. Lanny has updated the web site, but has not found the matrix to complete the action.
2007-02-3	Review IVC and DOE M413.3 Replacement opportunities and determine which initiatives you can volunteer to support.	Working Group Members	Mar 6, 2007	Completed – Task Groups were created in the March 6, 2007, DD/FE meeting – see follow-on Actions 2007-03-4 and 2007-03-6.
2007-03-1	Prepare a D&D Best Practice according to guidance on the EFCOG website (http://www.efcog.org/bp/index.htm) and submit it to Darin Dobbins, Mike Auble and Andy Szilagyi, who comprise the D&D Best Practices Review Task Group.	Charles Negin John Gilmour Patrick Burke Don McGee	Jun 21, 2007	
2007-03-2	Find out if DD/FE leadership can get on distribution for the "EFCOG Review" publication.	Lanny Dusek	Mar 30, 2007	

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<u>Number</u>	<u>Action Statement</u>	<u>Responsible</u>	<u>Due Date</u>	<u>Status / Comments</u>
2007-03-3	D&D Hotline Task Group develop the idea and report out at the next DD/FE teleconference.	Bob Richardella	Apr 17, 2007	
2007-03-4	DOE 413.3A EM Clean-up Projects Guide Review Task Group define how D&D fits the CD process to supplement the Savannah River National Lab effort and report out at the next DD/FE teleconference.	John Gilmour	Apr 17, 2007	
2007-03-5	E-mail Chuck Negin with one-paragraph examples of where people in D&D have had difficulty matching D&D with 413.3A.	Working Group Members	Mar 30, 2007	
2007-03-6	IVC Review Task Group provide review of IVC Business Plan to Sandra Waisley and report out at next DD/FE teleconference.	Russ Mellor	Apr 17, 2007	
2007-03-7	<ol style="list-style-type: none"> 1. Prepare DD/FE WG brochure patterned after the ISM WG brochure. 2. Ask other key D&D web sites to provide a link to the DD/FE web site. 3. Populate the DD/FE web site with a section containing the latest DOE documents on D&D. 4. Start identifying ourselves and our presentations in other forums with an EFCOG DD/FE alliance. 5. Work with Ed Yatsko to place a Google-type search from the DD/FE web site covering other D&D sites. 6. Make DD/FE members' areas of expertise available to DD/FE members to assist in identifying others to call upon to provide readiness review participation. 	Lanny Dusek	May 31, 2007	
2007-03-8	Circulate a draft charter from the EM Center of Excellence at the Savannah River National Laboratory.	Sandra Waisley	Apr 17, 2007	

Approved By:  Date: 3/19/07
 Michael B Lackey, P.E.
 DD/FE Working Group Chair