

Example: Corrective Action Framework Meeting Agenda for a Stalled RFI

Example Corrective Action Framework Meeting Agenda for Restarting a Stalled RFI

Topics for Discussion

- I. Introductions/References
- II. Objectives for Meeting
 - a. Agree on the scope of remaining sampling to support a final remedy decision
 - b. Agree on Constituents of Concern (COCs)
 - c. Agree on approach to complete Facility Investigation
 - d. Agree on schedule to complete Facility Investigation
- III. Discussion of Corrective Action Objectives by media
- IV. Current conceptual Model
- V. Objectives for Investigation Workplan
 - a. COCs
 - i. **Groundwater:** *Acetone, Xylenes, Acenaphthylene, Benzene, Phenol, Anthracene, Curnene (Isopropylbenzene), 2-Methylphenol, Fluorene, Ethylbenzene, 4-Methylphenol, 2-Methylnaphthalene, Toluene, 2,4-Dimethylphenol, Naphthalene, DNAPLs, PAHs, LNAPLs*
 - ii. **Soil:** *Naphthalene Crystals, Naphthalene, Phenol, Cumene, Alpha-methyl styrene, Benzene (BTEX), Other PAHs, LNAPL soils*
 - b. Groundwater:
 - i. Define extent of groundwater contamination (to maximum contaminant levels [MCLs] in shallow and deep aquifer)
 - c. Soil (for surface and subsurface):
 - i. Define extent of soils where COCs exceed EPA industrial screening levels
 - ii. Define extent of soils offsite where COC levels exceed EPA residential screening levels
 - iii. Determine and define COC levels
 - d. Vapor intrusion:
 - i. Use data from a and b to determine if vapor intrusion evaluations are needed
 - ii. Are on-site offices, etc. impacted (Is there a Health and Safety Issue?)?
- VI. Data gaps
 - a. Shallow Groundwater:
 - i. Benzene plume
 - b. Deep Groundwater
 - i. DNAPL extent
 - ii. Deep aquifer groundwater flow direction
 - c. Surface Soil
 - i. Additional data for some areas
 - ii. Provide soil data in a readable format for metals
 - d. Subsurface Soil
 - i. Napthalene crystal layer extent

VII. Specific

- a. Documents
 - i. Provide map/figure with all the groundwater wells and recovery wells (indicating which wells are deep wells)
 - ii. What is known about subsurface infrastructure that may impact groundwater flow or present pathways—particularly off-site pathways
 - 1. Cross-sections with infrastructure shown
- b. QAPP (do we need to renew or have a renewed one on file)
- c. Other
 - i. Electronic format (PDF, Word, CD, Excel, etc.) is preferred for deliverable
 - ii. Provide GIS data for property
 - iii. Provide data comparison to EPA Regional Screening Levels
 - iv. Assimilate everything into one report
- d. Timeline
- e. Communication
 - i. When Field work is being conducted
 - 1. EPA attendance to some events
 - 2. Routine calls?