

# PORTSMOUTH SITE SPECIFIC ADVISORY BOARD

## ANNUAL WORK PLAN

### Fiscal Year 2023



The attached SSAB Work Plan has been agreed upon by U.S. Department of Energy and the Portsmouth Site Specific Advisory Board on Date X, 2022:



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Mr. Jody Crabtree, Board Chair  
Portsmouth SSAB

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Mr. Jeremy Davis, DDFO  
Department of Energy Portsmouth Site

## **INTRODUCTION**

The Portsmouth Gaseous Diffusion Plant (PORTS) Site Specific Advisory Board (SSAB) is a stakeholders' board, chartered to provide advice and recommendations to the U.S. Department of Energy (DOE) on decontamination and decommissioning, environmental remediation, waste management, and related issues at the Portsmouth Site. The Portsmouth/Paducah Project Office (PPPO) manages the Environmental Management (EM) activities in Portsmouth.

The SSAB is comprised of volunteers, chosen to reflect the diversity of gender, race, occupation, views, and interests of persons living near the Portsmouth Site. The board is committed to reflecting the concerns of the communities impacted by the environmental management of the plant site. Besides DOE, the Ohio Environmental Protection Agency (OEPA) and the Ohio Department of Health (ODH) are represented in an advisory capacity.

The scope of the SSAB is to provide advice and recommendations concerning the following EM site-specific issues: environmental restoration; waste management; recycling; future land use and long-term stewardship. The Board may also be asked to provide advice and recommendations on any other EM projects or issues.

The Board meets to hear presentations by persons working on relevant environmental management topics, listen to and discuss input from citizens, consider recommendations developed by the PORTS SSAB subcommittees, and perform other business. The Board strives for consensus in reaching decisions and conducts business under a set of bylaws, standing rules, and special rules of order, which incorporate the principles of *Robert's Rules of Order*.

Most months SSAB members participate in subcommittees to focus on various topics related to site cleanup. Active subcommittees for the fiscal year 2023 were established based on project priorities, as selected by the SSAB members, with guidance from DOE. They are:

- Environmental Monitoring, Health and Safety
- Future Land Use
- Contracts and Baselines

This Work Plan addresses the SSAB priorities for the 2023 Fiscal Year. Although the Board intends to structure its activities to focus on the priority projects, it is understood that other topics may present themselves that could result in deviation from the Work Plan. A prescribed process is followed to alter the SSAB work plan with alterations accepted and approved by both the SSAB and DOE.

## **SSAB ADMINISTRATIVE BOARD MEETINGS**

SSAB administrative meetings are intended to communicate the business of the SSAB and to discuss and vote on recommendations to be submitted to DOE. In addition, Deputy Designated Federal Official (DDFO) comments will be made in the form of a presentation intended to brief SSAB members of recent developments and provide site highlights and accomplishments.

SSAB meetings will also be the forum for educational presentations that complement the working session or site management matters. Examples of suggested topics for presentations may include the annual budget process and risk education.

| <b>PORTS SSAB 2022- 2023 Meeting Schedule</b> |  |   |  |
|---|--|---|--|
| Month   | EM/HS<br>“project execution”   | Future Land Use<br>“project completion”   | Contracts/Baseline<br>“project strategy”                               |
| September 2022                                | National Chairs Meeting  |   |  |
| October 2022                                  | Site EM project update and overview  | Future Use 101: land use and economic development; History of Property Land Use Efforts/ Studies  |  |
| November 2022<br><b>Board Meeting</b>         | Clean Up Strategy and Planning   | PORTS Land Use Plan; Property Transfer Strategy; Future Redevelopment (infrastructure/ easements) |  |
| December 2022                                 | December Educational Session: Contractor Community Involvement Update                  |   |  |
| January 2023<br><b>Board Meeting</b>          | Environmental Monitoring and Results including 2021 ASER                               | SODI Update and Interactions with DOE; SODI/ OU New Initiatives                                   |  |
| February 2023                                 | Public and Worker Safety Overview (Dr. Highley)  |   | Baselining 101 and PORTS Baseline                                      |
| March 2023<br><b>Board Meeting</b>            | DOE/OEPA/ODH co-located monitoring overview  |   | DOE Contracts and PPPO Contracting Strategy; Community Commitment Plan |
| April 2023                                    | DOE Quarterly Public meetings  |   |  |
| May 2023<br><b>Board Meeting</b>              | Environmental Monitoring and the Community – (student ASER, public meetings, websites) |   | Update on Budget Numbers/ Impacts                                      |
| June 2023                                     |  |   |  |
| July 2023                                     | New Member Orientation and Site Training/ Tours  |   |  |
| August 2023                                   |  |   |  |

PORTS SSAB will establish an Executive Committee to help with updating Board Operating Procedures, membership recruitment efforts, and the annual funding request recommendations.

## PORTS SSAB 2022- 2023 Workplan Topics and Deadlines for DOE Recommendations

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|----------------------|---|--|
| <b>November 2022</b> | <b>Work Plan Item:</b>  | <i>Infrastructure and Redevelopment</i>  |
|                      | <b>Briefing Provided:</b>   | November 2022  |
|                      | <b>Recommendation/Deadline:</b>   | January 2023   |
|                      | <b>Description: DOE, board members and support staff will meet virtually if local COVID level are in a “red” status with a preference of in person. Regulators, liaisons, and support contractors will participate virtually.</b> | <p><u>Background:</u><br/>As DOE makes plans to complete active D&amp;D of the PORTS site, there is an opportunity to make decisions on the removal or transfer of site infrastructure. DOE will discuss current plans within the DOE baseline and allow local economic developers to share their thoughts and insights on infrastructure needs for redevelopment.</p> <p><u>SSAB Scope:</u><br/>From a community perspective, the SSAB will be asked to provide a recommendation on what infrastructure should be considered for transfer as part of the cooperative site/ community redevelopment efforts.</p> |

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| <b>January 2023</b> | <b>Work Plan Item:</b>  | <i>Environmental Monitoring and 2021 ASER</i>  |
|                     | <b>Briefing Provided:</b>   | January 2023   |
|                     | <b>Recommendation/Deadline:</b>   | March 2023   |
|                     | <b>Description: DOE, board members and support staff will meet virtually if local COVID level are in a “red” status with a preference of in person. Regulators, liaisons, and support contractors will participate virtually.</b> | <p><u>Background:</u><br/>DOE publishes an Annual Site Environmental Report that compiles environmental monitoring data collected over a lagging calendar year. The data is compiled, and a report is produced that communicates the status of the data collected.</p> <p><u>SSAB Scope:</u><br/>From a community perspective, the SSAB will be asked to provide a recommendation on ways to enhance the ASER and improve the way DOE communicates environmental data with local stakeholders.</p> |

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|----------------------|---|--|
| <b>February 2023</b> | <b>Work Plan Item:</b>  | <i>Annual Funding Requests</i>   |
|                      | <b>Briefing Provided:</b>   | February 2023  |
|                      | <b>Recommendation/Deadline:</b>   | March 2023   |
|                      | <b>Description: DOE, board members and support staff will meet virtually if local COVID level are in a “red” status with a preference of in person. Regulators, liaisons, and support contractors will participate virtually.</b> | <p><u>Background:</u><br/>         DOE provides an overview of the baseline and project expenditures for upcoming years. DOE will discuss potential impacts and project acceleration possibilities.</p> <p><u>SSAB Scope:</u><br/>         From a community perspective, the SSAB will be asked to provide a recommendation on DOE’s annual funding request and prioritizations for budgetary surpluses or shortfalls.</p> |