

February 10, 2015

TO: Eastwick residents and stakeholders interested in CAG Formation  
for the LDCA Superfund Site

FROM: Marion Cox, Neutral Facilitator

RE: Followup to CAG Formation Meeting #1

During 2014 residents from the Eastwick area of Philadelphia, PA expressed their interest in working with EPA to establish a CAG as EPA moves forward in its work at the Clearview Landfill. EPA held the first CAG formation meeting on February 3, 2015 at the Eastwick Mercy Wellness Center with approximately 50 area residents and interested parties in attendance.

This letter is being sent to those who attended CAG Formation Meeting #1, as well as people in the community who have previously expressed their interest in participating in CAG formation. EPA will continue to notify the broader community about CAG formation through the SW Globe Times, mailing post cards, emails via the LDCA list serve, and by posting meeting announcements on EPA's LDCA website. Please feel free to share this information with residents throughout Eastwick who you believe might be interested in CAG formation.

One of the first tasks we are undertaking, as part of CAG formation, is to collect information from those participating in the process to learn more about what the community needs and wants from a CAG. A detailed CAG questionnaire was distributed to participants at the February 3rd CAG formation meeting. We asked everyone in attendance to fill out and return the questionnaire to me [the neutral facilitator] by February 15, 2015. I will review all questionnaires, and summarize the information received. I will share this summary with the community at our next CAG formation meeting, and together we will use this information to begin organizing a CAG that best meets the needs of the Eastwick community.

A meeting summary of CAG Formation Meeting #1 is attached to this letter. This letter and meeting summary, along with the agenda for CAG Formation Meeting #1, and EPA's presentation slides from the February 3, 2015 meeting can also be found on EPA's website for the LDCA Superfund site. The weblink for this information is: <http://go.usa.gov/vQv3>

**CAG Formation Meeting #2** has been scheduled for March 11, 2015. The meeting will be held at Eastwick Mercy Wellness Center. The meeting will begin at 6:30 pm and adjourn at 8:30 pm. A preliminary agenda for this meeting includes the following items:

***Preliminary Agenda  
CAG Formation Meeting #2***

- |         |  |
|---------|--|
| 6:30 pm | Opening Remarks - Marion Cox, Neutral Facilitator <ul style="list-style-type: none"><li>• Review of agenda</li><li>• Brief review of CAG Formation Meeting #1</li></ul>  |
| 6:45 pm | LDCA Site Update - Josh Barber, RPM and Larry Brown, CIC <ul style="list-style-type: none"><li>• Status update on new and on-going technical activities</li><li>• Status update on new and on-going public outreach activities</li><li>• Questions</li></ul> |
| 7:15 pm | Review of Questionnaire Results - Marion Cox, Neutral Facilitator <ul style="list-style-type: none"><li>• Summary of questionnaire results</li><li>• Presentation of ideas for CAG formation</li><li>• Discussion</li></ul>                                  |
| 8:15 pm | Next Steps   |
| 8:30 pm | Adjourn  |

Please feel free to contact me with any ideas, questions, suggestions, or comments you might have regarding the CAG formation process:

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***THANKS FOR YOUR CONTINUED PARTICIPATION!***

## **CAG FORMATION MEETING #1**

### ***LDCA Superfund Site Community Eastwick Mercy Wellness Center***

***February 3, 2015***

**Sponsored by: US EPA Region 3**

US EPA hosted an initial CAG Formation Meeting for the Lower Darby Creek Area [LDCA] Superfund Site Community in Eastwick PA on Tuesday, February 3, 2015 at the Eastwick Mercy Wellness Center. The meeting began at approximately 6:35 pm and adjourned at 8:30 pm. [Please see attached agenda.] Approximately 40 people were in attendance for this meeting.

### **WELCOME AND INTRODUCTORY REMARKS**

Larry Brown, US EPA Community Involvement Coordinator [CIC] for the LDCA Superfund Site opened the meeting with a welcome, introductions of EPA's LDCA site team, and the neutral facilitator hired to assist the community and EPA in CAG formation. Larry also reviewed the agenda and the purpose of this meeting.

The purpose of this meeting was for EPA to formally initiate the CAG formation process in the Eastwick community based upon the interest expressed by the community in forming a CAG for the LDCA Superfund site. Larry stated that as part of CAG formation process EPA has an obligation to conduct a process that is: open, transparent, and inclusive. In order to help achieve these requirements, Larry emphasized that EPA's activities include:

- Advertising to the community that a CAG is being formed for the LDCA Superfund site
- Providing the broadest possible notification to the public, and interested stakeholders, that the CAG formation process is underway
- Ensuring that the CAG formation process is as inclusive as possible and that anyone who is interested in CAG formation or becoming a CAG member is given a chance to participate
- Ensuring that the CAG formation process is an open and transparent process which anyone can attend and where all decisions are made in public view
- Providing basic information about what a CAG is and how EPA supports CAGs once formed

### **LDCA SITE UPDATE**

Josh Barber, the Remedial Project Manager [RPM] for the LDCA site provided a brief update on EPA's on-going and proposed technical activities for the LDCA site during 2015. Josh began his presentation by reviewing the overall Superfund process for those who might not have attended previous LDCA meetings, and who might not be familiar with the overall Superfund process. [Please go to the LDCA website to see EPA's presentation for this meeting which includes Josh's update on site activities at the LDCA site: <http://go.usa.gov/vQv3>.]

Next, Josh reviewed EPA's recent Record of Decision [ROD] or "cleanup decision" signed in September 2014 for the Clearview Landfill [Operable Unit 1 - OU1], and provided an outline of the "remedial design" activities that EPA and its cleanup contractor propose to undertake and complete during 2015 as this relates to the Clearview Landfill OU1. Josh reviewed on-going technical work proposed to occur during 2015 at other locations on the LDCA site including the OU2 [Folcroft Landfill] and OU3 [Clearview Landfill Groundwater].

Questions and discussion: Following Josh's presentation, he answered a limited number of questions before the meeting moved to the main focus of the meeting CAG formation. A representative sample of the questions raised included:

- Why isn't EPA requiring the polluters [of the LDCA landfill] to pay for the cleanup?
- Why aren't the businesses located on the landfill required to pay for their own re-location
- Why isn't EPA paying for the re-location of residential property owners homes just like they are paying for businesses to re-locate during construction and cleanup?
- Does EPA have the engineering capability to protect homeowners during the construction and cleanup phases of work?

[This is a representative sample of the questions asked and does not represent each and every question raised and answered.]

### EPA's CAG FORMATION PROCESS

Following Josh's presentation, Larry Brown, and Helen Duteau [Chief, Superfund Community Involvement Branch, Region 3] made a joint presentation on CAG formation. EPA's presentation included discussion on:

- EPA's guidelines for CAG formation
- Why it is important for CAGs to meet or conform to EPA's guidelines
- Why CAGs are useful vehicles for 2-way communication for both communities and EPA

[Please go to the LDCA website to see EPA's presentation for this meeting which includes Larry and Helen's CAG formation presentation: <http://go.usa.gov/vQv3>.]

Helen and Larry gave examples of other CAGs that have been formed in Region 3, and stressed that EPA can only work with [ie, provide staff support and resources] CAGs that are formed using EPA's guidelines and with EPA's participation throughout the CAG formation process. EPA discussed two examples of the types of assistance the Agency can provide to properly formed CAGs. One example is providing "neutral facilitator" assistance as is already being provided to the Eastwick community through the use of Marion Cox also in attendance at this meeting. Another form of CAG assistance is the use of EPA's Technical Assistance Support to Communities [TASC] contractor. This is technical assistance available to CAGs similar to the type of assistance available to Superfund communities under the TAG program.

EPA also explained the variety of responsibilities that CAGs have, once formed, including reaching out to and keeping their constituents informed of their activities, and circulating information to the community regarding issues of interest and potential concern.

EPA noted that the Agency maintains its on-going community outreach and involvement program throughout the Superfund process. EPA has statutory and legal responsibilities for public outreach, and these legal responsibilities will not change even if a CAG is formed and functioning at the LDCA site. The CAG is not expected or allowed to conduct community outreach or involvement on behalf of EPA. EPA does not provide funding or support services to CAGs for their outreach activities to keep communities informed of CAG activities.

EPA acknowledged that preliminary work on forming a CAG had been occurring in Eastwick, but also noted that EPA had not been formally involved in these activities, nor had these activities been conducted using the guidelines laid out by EPA. Therefore, the core group currently meeting does not meet EPA's requirements for a CAG for the LDCA site.

Questions and discussion: Larry and Helen took a number of questions from the audience and there was a robust discussion about CAG formation including questions related to the CAG formation activities that some members the community had already undertaken. Some of the questions raised included:

- Does EPA consider that the core group or “preliminary CAG” has met EPA’s guidelines for CAG formation?
- Will EPA recognize this “preliminary CAG” as the formal CAG for Eastwick and the LDCA site?
- If not, why did EPA allow the core group to continue meeting as a CAG leading up to this meeting?
- Are CAGs expected to pay the costs of notifying the community of their meetings, providing summaries of their meetings to the community, and keeping the community informed of their activities?

[This is a representative sample of some of the questions asked and does not represent each and every question raised.]

### NEUTRAL FACILITATOR PRESENTATION and NEXT STEPS in CAG FORMATION

During the question and answer period following Larry and Helen’s discussion of CAG formation, Larry thought it might be useful for Marion Cox, neutral facilitator hired to assist with CAG formation for the LDCA site, to make her presentation as he felt her remarks might answer some of the questions being raised.

Marion Cox introduced herself to the audience, and thanked the community for allowing her to assist in CAG formation. She noted that she would make her best effort to meet their expectations while helping them form a CAG with a strong and effective voice in working with EPA and other relevant government agencies with responsibilities associated with the cleanup of the LDCA site.

She stressed that from her experience in helping establish citizen advisory groups, EPA guidelines requiring an open, transparent, and inclusive process for CAG formation were essential to establishing a CAG that would be truly effective and representative of the entire community - and stand the test of time over the life of the Superfund cleanup action.

Questions and discussion: The audience raised additional questions during Marion’s presentation related to the core group activities to date as well as CAG formation activities generally. Some of the questions raised during this part of the meeting include:

- Will the “bylaws” that the core group [ie, the preliminary CAG] has already developed be incorporated or adopted by the new CAG?
- Since the core group has already spent time selecting its members, developing bylaws, and beginning to establish its CAG - why is it necessary to start all over again to form a CAG?
- Given EPA’s and the neutral facilitator’s experience establishing similar advisory groups, what are some of the “organizational” elements that make for effective CAGs over the long term [eg, are subcommittees an effective vehicle to help CAGs run effectively over the long run]

[This is a representative sample of the questions asked and does not represent each and every question raised and answered.]

Marion noted that she developed a CAG formation questionnaire for Eastwick and the LDCA site community which was being handed out to everyone in attendance at this meeting. She asked that everyone take some time to review and fill out the questionnaire and return it to her no later than 15 February 2015. Marion stated that gathering the information from this questionnaire was the best way she knew to get basic, yet very important, information from those most interested in forming a CAG about how they want to form their CAG. Marion will summarize the information she receives, and share this summary at the next CAG formation meeting with those in attendance.

She stated that she use the information gathered from these questionnaires to discuss with the community specific options for CAG formation in the Eastwick community. This ensures that she is not presenting “generic” options and ideas - rather, she is working with the community to form a CAG based on the specific and expressed needs and ideas gathered from Eastwick residents and interested stakeholders themselves.

Marion laid out her preliminary ideas about “next steps” in CAG formation for the Eastwick community. She noted that these are just her ideas and are subject to change based upon what she learns from the questionnaires she receives, and any conversations she might have with people interested in CAG formation following this meeting.

CAG Meeting #2: Some of the agenda items might include:

- A summary of the questionnaire results will be discussed
- A discussion of how many CAG members might be appropriate
- A discussion of what types or categories of members might be good to have on a CAG
- A brief discussion of the key issues of interest that the CAG might want to focus attention on
- A list of people who express an interest in becoming CAG members
- Identification of any “gaps” that might exist between residents who want to be CAG members and other possible categories of CAG membership that have been identified

CAG Meeting #3: Some of the agenda items might include:

- Review of outstanding issues from CAG meeting #2
- Review of potential slate of CAG members - do “gaps” in membership still exist
- Brief statements from each potential CAG member before selection of CAG members
- Voting or selection of CAG members - if appropriate
- Discussion of qualifications for a CAG leadership team

Marion noted that these are preliminary ideas about what could happen during the next couple of CAG formation meetings. She also reminded those present that, as required by EPA CAG formation guidelines, all CAG formation meetings are open to the public and interested stakeholders, all meetings will be widely advertised, and will be attended by EPA’s site team.

Larry stated that EPA will announce shortly a time and location for CAG Formation Meeting #2 and thanked everyone for their attendance at this meeting.

The meeting adjourned at 8:30 pm.

**AGENDA**  
**Community Advisory Group [CAG] Information Meeting**  
**LDCA Superfund Site Community**

*sponsored by*  
**US EPA Region 3**

**Meeting location: Eastwick Mercy Wellness Center**

**February 3, 2015**

- 6:30 pm      Opening remarks and introductions - Larry Brown, LDCA CIC**
- Welcome including review of agenda, purpose and format of meeting
  - Introduction of LDCA project staff, neutral facilitator
  - Brief review of CAG activities to date
- 6:45 pm      Current status report of site activity - Josh Barber, LDCA RPM**
- Brief review of Superfund process and where the LDCA site is in this process
  - Status report on 2015 activities for LDCA site
  - Questions
- 7:15 pm      Overview of EPA guidance on CAG formation - Larry Brown/Helen Duteau**
- EPA presentation on CAG formation [also refer to <http://www.epa.gov/superfund/community/cag/>]
  - Review of CAG formation facilitator assistance
  - Questions
- 8:00 pm      Next steps for CAG formation - Marion Cox, Neutral Facilitator**
- Discussion of questionnaire soliciting information on CAG formation
  - Questions
- 8:30 pm      ADJOURN**