



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

REGION II

JACOB K. JAVITS FEDERAL BUILDING

NEW YORK, NEW YORK 10278

**COMMUNITY INTERACTION PROGRAM**

**FOR THE HUDSON RIVER PCBS REASSESSMENT RI/FS**

**STEERING COMMITTEE MEETING ON "MAKING THE C.I.P. WORK BETTER"**

Tuesday, September 1, 1992

5:30 p.m.

Albany Sheraton, 200 Wolf Road, Albany, N.Y.

**M I N U T E S**

Ann Rychlenski, Steering Committee Chair, opened the meeting at 5:30 p.m. Since this meeting was a working interactive session limited to the members of the Steering Committee, no observers were present. The purpose of this meeting was to assess the needs of the Liaison Groups in order to make the C.I.P. function better for the public and for EPA to ascertain the feasibility of addressing those needs. This was approached via a "brainstorming" exercise. The proceedings were as follows:

Ms. Rychlenski began the session by briefly outlining the steps in the exercise:

- 1) Review Ground Rules
- 2) Brainstorm
- 3) Consolidate Brainstorming Items
- 4) Multi-Vote
- 5) Action Items for C.I.P.

Please note: notes from the brainstorming session are reproduced in their entirety and attached to these minutes.

The ground rules for the brainstorming session were as follows:

- 1) Comments limited to participants
- 2) No personal attacks
- 3) Be open
- 4) No soapboxing

The ground rules were reviewed and agreed upon by the participants.

Following are the items that were brought to the table by the participants during the brainstorming session.

- 1) Make a brief summary of technical issues available that is easy to understand.
- 2) Make EPA's "ground rules" available
- 3) Less lobbying on final remedy
- 4) Expand and involve a broader spectrum of the public
- 5) Workshops on Superfund Process, 9 Criteria, etc.
- 6) Eliminate confusion
- 7) Honesty
- 8) Regional Administrator present at HROC
- 9) "Catch-22"/streamline process
- 10) More practical explanations
- 11) Field trips
- 12) Technical consideration
- 13) Informal meetings
- 14) Timeliness
- 15) Limit participation of PRP in citizen involvement
- 16) Clarify EPA/DEC roles, past & present
- 17) Use of creative methods
- 18) All available legitimate information should be incorporated, regardless of source
- 19) Simplify technical language "Common sense"

After brainstorming, the items listed were consolidated where possible, a multi-vote was conducted with each participant assigning up to five of the ten votes given them to a particular item. After tallying up the votes these are the action items decided upon for further work by EPA in the C.I.P.

- 1) SIMPLIFICATION OF TECHNICAL ISSUES IN BOTH WRITTEN AND VERBAL COMMUNICATIONS.
- 2) CLARIFY THE SUPERFUND PROCESS AND ROLES OF PARTICIPANTS
- 3) STREAMLINE THE PROCESS/GIVE TIMELY RESPONSES
- 4) PURPOSEFUL MEETING AGENDAS/INNOVATIVE MEETING TECHNIQUES

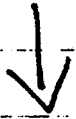
The session was adjourned at approximately 7:00 p.m. and the participants moved into the meeting of the Hudson River Oversight Committee.

# MAKING THE C.I.P. WORK BETTER

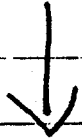
1) GROUND RULES



2) BRAINSTORM



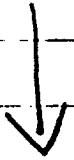
3) CONSOLIDATION



4) MULTIVOTE - 10/5



5) CATEGORIZATION



6) ACTION Items to C.I.P.

## GROUND RULES

- Comments Limited To PARTICIPANTS
- NO PERSONAL ATTACKS
- BE OPEN
- NO SOAPBOXING

# BRAINSTORMING

- 1) MAKE A BRIEF SUMMARY AVAILABLE (EASY TO UNDERSTAND)
- 2) AVAILABILITY OF EPA GROUNDRULES
- 3) LESS LOBBYING ON FINAL Remedy
- 4) EXPAND & INVOLVE BROADER SPECTRUM OF PUBLIC.
- 5) WORKSHOPS ON SUPERFUND PROCESS, 9 CRITERIA, ETC.
- 6) ELIMINATE CONFUSION
- 7) HONESTY
- 8) RA PRESENT AT HROC.
- 9) "CATCH-22" / STREAMLINE PROCESS
- 10) MORE PRACTICAL EXPLANATIONS

1) Field Trips

2) Technical Consideration

3) Informal Meetings

14) Timeliness

15) Limit Participation of PRP  
in Citizen Involvement

6) Clarify EPA/DEC Roles —  
Past & Present

7) Use of Creative Methods

8) All Available Legitimate  
Info Should Be Incorporated  
Regardless of Source

19) Simplify Technical Language

20) "Common Sense"

## ACTION ITEMS

1) SIMPLIFICATION OF TECHNICAL ISSUES  
(WRITTEN & VERBAL) — 9 VOTES

2) CLARIFY PROCESS & Roles OF  
PARTICIPANTS — 11 VOTES

3) STREAMLINE / TIMELY RESPONSE — 7 VOTES

4) PURPOSEFUL AGENDAS / INNOVATIVE  
TECHNIQUES — 16 VOTES