

**AGENDA**  
**Shell Alameda County Sites Strategy Meeting 11/04/04**

Attendees

Donna Drogos, ACEH  
Ariu Levi, ACEH  
Barney Chan, ACEH  
Bob Schultz, ACEH  
Karen Petryna, Shell  
Karen Lyons, Shell

Introductions

*provide list of sites for our review + decision*

BC Meeting objectives

- Develop plan to prioritize sites.
- Work towards an efficient portfolio management framework.  
Plan should reduce ACEH "housekeeping/administrative" burden through a) improved compliance with ACEH standards, b) technological advancement, and c) standardization of report elements

BS Management Framework

- Single point of contact for Shell and for ACEH
- Shell to provide regularly updated spreadsheet of all site data and status to ACEH  
format -- Excel spread sheets.

*Be mention shell sites* ← *Broadway*  
*1430 14th St*  
*Alameda Webster St* →

BC Housekeeping/Administrative Requirements

- Perjury statement/cover letter with all technical reports
- Professional certification of all technical reports
- Record fee title holder identification (initial/CAP/closure) -- email KP Standard form
- Compliance with deadlines, extension requests from RP
- Geotracker submittals
- Requests for closure must come from RPs
- 2 day notification (email) prior to field investigation
- Reports must contain recommendations and anticipated future work/recommendations

BS Technical Advancement

- Discontinuation of "traditional investigations"
  - LUSTLine #27, Robbins, Gary, "Three-Dimensional Sampling"
  - Groundwater Vol. 36, No. 6 (pp 853-862), Elci et. al., "Implications of Observed and Simulated Ambient Flow in Monitoring Wells"
- adhere to guidelines published in:
  - o API Pub. No. 4699 "Strategies for Characterizing Subsurface Releases of Gasoline Containing MTBE."
  - o USEPA, "Expedited Site Assessment Tools for UST Sites: A Guide For Regulators."
  - o SWRCB, "Guidelines for Investigation and Cleanup of MTBE and Other Ether-Based Oxygenates, Appendix C."
- three dimensional site assessment with regional geologic context
- \* mass flux framework at sites: CVX Technical Publication.
- Clusters of short screened MWs
- Vertical gradients
- Streamlined quarterly groundwater monitoring report format
- Conceptual Models for all sites with graphical and summary data presentation

*(2 copies) \* Mass Flux*

Going forward

Updated case & RP list to be generated by ACEH  
Portfolio spreadsheet with proposed priorities from Shell

*next mtg !*