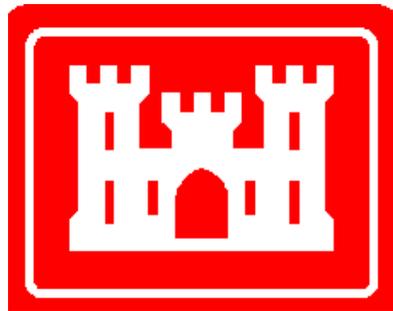


# **Public Outreach Plan**

## ***Supporting the Intrusive Investigation of Lot 18, Spring Valley Formerly Used Defense Site (FUDS)***

Prepared for:

**US Army Corps of Engineers  
Baltimore District**



Prepared By:

**Henry & Associates, LLC  
109 South Castle Street  
Baltimore, MD 21231**

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# Lot 18 Public Outreach Plan

This Lot 18-specific Public Outreach Plan (POP) is designed to support the intrusive investigation of Lot 18 located on American University property along the 4600 block of Rockwood Parkway, NW, in Washington DC. This POP will accomplish three major objectives. First, directed community outreach to the identified stakeholder groups will provide a thorough background on Lot 18 work to date, including the discovery of the chemical warfare agent Lewisite, in the summer of 2003. Second, this POP will provide the mechanisms needed to provide detailed technical information to interested stakeholders and provide them an opportunity to ask questions or express concerns pertaining to the associated work plans. Third, the POP will provide affected residents and students the key Shelter-in-Place information, which they will need to implement if engineering controls fail and there is a release of chemical agent or other hazardous chemicals.

The following document identifies the various stakeholders, describes the series of meetings that will be held, and outlines planned document availability and public review that will allow particularly interested or concerned residents to review the planned Lot 18 work and provide the Baltimore District their comments and concerns. Additionally, a schedule is provided as Attachment A, which outlines approximately when the various outreach plans will occur. Given that a significant amount of coordination is needed between the participating regulatory agencies and the various stakeholders, the dates provided are estimates and likely to shift as planning evolves. In turn, any person interested in a specific outreach effort should contact Mary Beth Thompson at 800-434-0988 or Ben Rooney at 410-962-0157.

## 1. Participating Stakeholders

There are three major categories of stakeholders affected by or participating in the cleanup of Lot 18. These three groups are separated for the purposes of defining the level of outreach recommended and the basis for the different recommendations. As the POP is implemented, it is quite possible that any given stakeholder may request additional or less involvement. The Baltimore District recognizes the need for such inherent flexibility and will respond to these requests as needed to keep all interested individuals informed and integrated with the planned excavation.

### 1.1. Group A Stakeholders

The primary stakeholders are those individuals that reside, work or otherwise engage in activities that place them within the No Significant Effects (NOSE) distance, as defined within the Public Protection Plan and established within Annex F (Lot 18 Work Plan) of the Chemical Site Safety Submission. The *potential* NOSE distance for Lot 18, if no engineering controls were used, would be 59 meters (194 feet). Those present within this distance could be exposed to and affected by a chemical release, if engineering controls were to fail during excavation of chemical warfare materiel (CWM). The planned use of engineering controls (i.e., a protective tent and air filtration system) will reduce the *actual* NOSE to within the confines of the engineering controls, but detailed outreach is still planned to those stakeholders closest to the work site as an extra precaution. Thus, the primary stakeholders include:

- *Occupants of homes* that are less than 59 meters from the Lot 18 dig site, and
- *AU individuals* who work in or otherwise utilize the five buildings located within the potential NOSE, if engineering controls failed.

There are several significant differences between the residential and university populations, and each population will require different outreach efforts. For instance, the residents can be expected to be present on the property everyday and will need direct and consistent communication with the Spring Valley team. For AU personnel, several subpopulations may use the facilities within the potential NOSE each day (e.g., employees within the Public Safety building), while other AU groups (e.g., students) will visit or traverse this portion of campus on a more limited basis. In turn, AU has its own internal process for education and outreach that will need to be integrated with USACE outreach. AU will take the lead in determining and executing the outreach education necessary in preparation for Lot 18 intrusive activities. The level of outreach necessary will be directly dependent on AU's final determination regarding its own use of pre-evacuation, emergency notification with shelter-in-place,

or a combination of the two. USACE will provide the necessary support as requested to ensure AU populations are informed and protected before intrusive operations begin.

Additionally, AU may be more dependent on the siren notification system, while residents may well prefer the e-mail and phone ring-down system as an additional notification mechanism to be used in conjunction with the siren system. Such significant differences in stakeholder needs are being identified and addressed throughout the technical and outreach planning of Lot 18 work.

### **1.2 Group B Stakeholders**

The second stakeholder group includes those individuals and entities that are either more integrated in the month-to-month activities of the Spring Valley project and/or serve a greater role within the community. These Group B stakeholders usually require more regular project update information and include the following:

- DC Council
- Advisory Neighborhood Commission
- Spring Valley Restoration Advisory Board (RAB)
- Horace Mann School

These entities receive questions and comments from a variety of Spring Valley residents and serve as a conduit for questions and concerns between the broader community and the Baltimore District. Given the level of interest in the planned Lot 18 efforts, this POP includes specific plans to keep these entities well informed of the project activities schedule and the progress made.

### **1.3 Group C Stakeholders**

Group C includes all stakeholders not listed in Group A or Group B. These stakeholders tend to be less involved in or less affected by the planned Lot 18 activities, but periodically have needs and valuable input that should be addressed in order to maintain an inclusive and transparent process. Group C includes:

- Property owners whose homes are outside the potential NOSE (calculated without considering the planned engineering controls), but portions of their property falls within the NOSE
- Other residents who live within the Spring Valley project boundary
- Other elected officials
- Other interested individuals

## **2. Outreach**

The planned level of outreach in both meetings and educational materials provided are presented as a guide for outreach efforts prior to the initiation of Lot 18 intrusive activities. The time and resource invested may shift as the needs of the different stakeholder groups are more clearly identified through the working process.

### **2.1. Meetings**

A series of small group and community-wide meetings are scheduled to provide the various stakeholders the access needed to understand the planned efforts and reach an acceptable level of comfort. These outreach meetings are targeted to the needs of the different stakeholder groups.

## Final Lot 18 POP Tables

### 2.1.1. Group A

Those who live, work, own property or go to school within the potential NOSE require the greatest level of outreach before Lot 18 excavation resumes. Two small group meetings followed by an SIP Open House are recommended to achieve the following objectives:

- Establish two-way communication and provide a Lot 18 progress update
- Address identified concerns and complete SIP education
- Resolve any remaining concerns and outline how individuals can remain informed of progress and findings

In preparation for these upcoming meetings, an initial letter and *Lot 18 Planning Project Update* was sent to Group A stakeholders in January 2004.

Future AU involvement will include attending periodic working meetings to develop the Public Protection Plan and a series of on-campus meetings to support AU efforts to educate their four subpopulations, specifically AU Public Safety personnel, Staff, Students and Building Marshals, on Lot 18 and SIP. Final outreach plans on campus will be determined by AU, noting that Baltimore District and the regulatory agencies will confirm that AU's approach meets public protection needs identified by the Partnering agencies.

For the residents along the 4600 block of Rockwood Parkway, Baltimore District and regulatory representatives will contact NOSE residents in March to initiate discussion on Lot 18 plans and identify early questions and concerns. In April, a more detailed meeting will be held to answer initial questions and conduct target SIP training. These meetings will either be held at the Spring Valley Resident Office trailer, located at 5201 Little Falls Road, Washington DC 20016, or at the homes of individual residents, which will be determined during meeting coordination efforts at that time. In May, the NOSE residents will once again have the opportunity to discuss the project at the planned Site Tour for Lot 18.

Additional one-on-one support meetings will be held as requested to meet individual needs both for the community NOSE properties and stakeholders on AU campus, unless AU chooses to move occupants of the potentially affected buildings.

### 2.1.2. Group B

Given their respective roles and the services they provide to the broader community, the Baltimore District is offering monthly meetings for interested Group B stakeholders to discuss Lot 18 work plans, stakeholder needs and next steps. For elected officials, this would come in the form of monthly update meetings to supplement the monthly project updates that are produced on or about the 15<sup>th</sup> of every month. E-mail recommendations have been sent offering such regular meetings.

For the RAB, monthly Lot 18 updates were initiated at the December 2003 RAB meeting. These monthly Lot 18 presentations will become more detailed in the upcoming months, as the supporting documents become available for presentation and review. A detailed Lot 18 presentation and discussion will be the sole focus of the April 13 RAB meeting. RAB meetings are open to the public and held from 7 to 9:30 p.m. at St. David's Episcopal Church, which is located at 5150 Macomb Street, N.W., Washington D.C. 20016.

While the Horace Mann School would be minimally impacted during a Lot 18 emergency (e.g., potential impact to a bus route), the Baltimore District recognizes the importance of keeping such an institution well informed. A Lot 18 introductory letter has already been sent outlining the upcoming work. In follow-up, an information presentation will be offered to school officials in April. Whether Horace Mann School requires follow-up information and/or additional meetings will be coordinated directly with school officials.

## Final Lot 18 POP Tables

### **2.1.3. Group C**

A community-wide meeting will be held April 19 to provide all interested stakeholders an overview of Lot 18 plans and how SIP is being used on this specific project. While it will not be necessary for the broader community to SIP in the unlikely event of a release at Lot 18, providing a thorough presentation on the protective measures in place is crucial to general understanding of the Lot 18 approach. This community-wide meeting will be held at the Metropolitan Memorial United Methodist Church, 3401 Nebraska Ave., NW, Washington DC 20016.

## **2.2. Educational Materials**

A series of educational materials will be developed to supplement the in-person outreach described above. These materials will address A) ordnance and technical Lot 18 issues, and B) SIP and public safety.

### **2.2.1. Munitions and Explosives of Concern (MEC) and Lot 18 Plans**

The Baltimore District has generated a variety of fact sheets to support previous Spring Valley efforts. In support of Lot 18, previously generated fact sheets will be updated as appropriate and re-distributed to community members through various mechanisms. Existing fact sheets that may be used include:

- *Spring Valley Ordnance Cleanup: Past, Present and Future*
- *The Investigative Process: Ordnance and Chemical Agent Containers*
- *Quick Reference for Contractors and Workers in Spring Valley, Fort Gaines and AU Park*
- *Spring Valley Area Cleanup and Safety Suggestions*

Additionally, a fact sheet will be generated to outline the three major documents guiding the Lot 18 work, which will support the document availability and public review efforts described below. These fact sheets will describe:

- Chemical Site Safety Submission (CSS)
- Public Protection Plan (PPP)
- Lot 18 Work Plan (Annex F)

As discussions progress with the various stakeholders, it is possible that an additional fact sheet(s) may be produced. For instance, a fact sheet outlining the various safety precautions that will be used on site may prove useful to concerned residents.

### **2.2.2. Shelter-in-Place**

SIP is being offered to individuals who will be present within the potential NOSE during work activities, in the unlikely event that engineering controls fail and a chemical release occurs. Teaching SIP will require clear and concise educational materials that will be easily accessible in the event SIP is needed. The following products will be produced:

- SIP Brochure
- Household SIP Checklist

In support of producing these materials, a simple questionnaire will be developed for meetings with NOSE residents in April. This will help the Baltimore District identify those likely to be home during the day and better target the educational information for those individuals. Note that this

## Final Lot 18 POP Tables

information may also be useful as the project team works through technical issues regarding the siren and ring-down notification systems.

### 3. Document Availability and Public Review

A key component of any strong POP is making the documents supporting a planned activity available prior to the start of that activity. In the case of Lot 18, the CSS, Project-wide and Lot 18-specific PPPs and Annex F all contain key information for interested stakeholders.

#### 3.1. Document Availability

The CSS and Project-wide PPP are project-wide documents that contain comprehensive, technical information regarding ordnance and CWM-related work in Spring Valley and the general methods for protecting workers and the broader public. These documents will provide an interested stakeholder a solid understanding of how the Corps of Engineers conducts such work. In turn, the Baltimore District will make both of these documents available to the public as soon as they are completed, by placing them in the Spring Valley Administrative Record File housed at the Palisades Library, which is located at 4901 V Street, N.W., Washington D.C. 20007. Additionally, USACE will do its best to meet individual requests for electronic copies of these supporting documents during the public review period. Copies of these documents can be requested by calling the toll-free Spring Valley Information Line at 1-800-434-0988.

Mechanisms for publicizing their content and availability will include:

- Announcement in the Corps'ponent
- Announcement in the NW Current
- RAB presentation
- Community-wide Meeting presentation
- Summary fact sheets on both documents

Given that these documents are project-wide in nature, a public review period is not planned for these documents. Nevertheless, the Spring Valley Community Outreach team is always available to receive and address any questions from stakeholders regarding these documents and convey key points to project personnel for technical follow-up as needed.

#### 3.2. Annex F Public Review

Annex F is the Lot 18 work plan that will guide the planned excavation. The information within Annex F will include the engineering controls to be used, Lot 18 specific worker safety procedures, etc. In turn, a 21-day review period is planned to begin on April 14 and close on May 5, 2004, providing interested public stakeholders the opportunity to submit questions and concerns regarding the technical approach to be used during the Lot 18 excavation. Responses to questions and concerns received during the review period were presented at the May 11, 2004 RAB meeting, which was held from 7:00 – 9:30 PM at St. David's Episcopal Church and open to the public. Additionally, follow-up discussions will be possible at the SIP Open House tentatively scheduled for May 18.

### 4. Technology and Process Review

In the week prior to starting intrusive operations, it is typical to hold a media day to allow interested television, radio and print media the opportunity to inspect the technology to be used on a project and discuss the various aspects of the project. The media will be given a site tour on June 18.

In addition to inviting the media, separate tours will be set up for RAB members and within-the-NOSE residents, and AU representatives will be offered on June 17, so each group can personally observe the work site and the engineering controls and ask any questions they might have.

## Attachment A

The following tables outline all major Lot 18 milestones regarding Project Documents (Table 1), Meetings (Table 2), Planned Outreach Support (Table 3) and Logistics of Community Interest (Table 4). **Please note that the dates provided are target dates, identifying the approximate week during which the milestone will be met. During actual implementation of this POP, many or all of these dates may shift as a result of schedule coordination, the identification of additional support steps to be taken prior to completing the milestone, etc.** Please contact Mary Beth Thompson at 800-434-0988 or Ben Rooney at 410-962-0157 if interested in the status of a specific outreach effort.

**Table 1: Documents**

Category	Milestone	Date
CSS-PPP	Complete SIP Appendix	13-Feb
	Complete Draft Project-wide Public Protection Plan (PPP)	5-Mar
	Complete CSS (Amendments 4 & 5)	1-Apr
Lot 18-specific	Complete Draft Final Public Outreach Plan	5-Mar
	Complete Draft Final Lot 18 PPP	13-Mar
	Complete Draft Final Annex F	5-Apr
	21-day Annex F Public Review Period to identify questions and concerns begins	14-Apr
	Public Review Period ends	5-May

**Table 2: Meetings**

<b>Category</b>	<b>Milestone</b>	<b>Date</b>
Group A	Lot 18 meeting with AU populations	25-Mar
	Initial meeting with residents within the NOSE	7-Apr
	SIP meeting with AU populations	15-Apr
	Small group mtg. with NOSE residents	27-Apr
Group B	RAB presentation on SIP plans and mechanisms to be used	10-Feb
	Lot 18 RAB Update	9-Mar
	Update mtg. to elected officials	17-Mar
	Update mtg. to elected officials	7-Apr
	Lot 18 RAB Update	13-Apr
	Elected officials update mtg.	5-May
	RAB Presentation on Responses to Public Comments	11-May
Groups A & B	Site Tours	17-June & 18-June
Groups A, B & C	RAB Meeting on Lot 18 ( <i>RAB meetings are open to the public</i> )	13-Apr
	Community-Wide Project Update Meeting, including Lot 18 Planning and SIP	19-Apr
	RAB Presentation on Responses to Public Comments	11-May
Partners	Status meeting with DC and AU	21-Jan
	Discuss status of PPP and Lot 18 SIP at Partners meeting	27-Jan
	Status meeting with DC and AU; Tour of buildings and areas within the NOSE	5-Feb
	Partnering Meeting update	2-Mar
	Partnership PPP and POP comments review	18-Mar
	Partnership meeting update	30-Mar
	Status meeting with DC and AU	8-Apr
	Status meeting with DC and AU	22-Apr
	Partnering meeting update	17-May & 18-May

**Table 3: Outreach Support**

<b>Note</b>	<b>Milestone</b>	<b>Date</b>
Letter	Initial Outreach Letter to all identified stakeholders	31-Jan
Announcement	Corps'pondent introduction to Lot 18 planning	1-Mar
	Announcement of Community-wide meeting in NW Current	7-Apr & 14-Apr
	Corps'pondent announcement of Community-wide meeting, Summary of SIP and planned public review period	1-Apr
	Annex F Review Period Notices in NW Current	14-Apr & 21-Apr
	Corps'pondent update on progress and announcement of start date	1-May
	Special Lot 18 Corps'pondent summarizing public comments, RAB discussions and announcing Open House for SIP	15-May
	Press Release announcing Site Tours (including Media)	7-June
Fact sheet	Complete updates on existing fact sheets	21-Mar
	Complete new fact sheet(s)	28-Mar
SIP	Complete SIP brochure	24-Mar
	Complete SIP Questionnaire	30-Mar
	Complete SIP checklist	14-Apr

**Table 4: Logistics of Community Interest**

Note	Milestone	Date
Notification	Compile source, costs, applicability and time to implement for siren system	27-Jan
	Compile source, costs, applicability and time to implement for e-mail and phone ring down system	27-Jan
	Finalize timeline to obtaining necessary services	3-Feb
	Complete Generic Ring-down system flow chart and SOW	13-Feb
	Complete testing plan and schedule for notification systems	30-Apr
	Complete testing of notification systems	Week of 7-June
Mobilization	Personnel mobilization and training	Begin 17-May
	Tabletop Exercise and Huntsville Survey	Week of 7-June
	Dept. of Army Pre-Operational Survey	Week of 14-June
	Start Lot 18 Intrusive Activities	21-June