

COMMUNITY AWARENESS WORKGROUP

MINUTES [Wed. March 16, 7:00 PM,](#)
[753 Johns Lane, Ambler PA 19002](#)

Diane Morgan, Gordon Chase, Susan Curry, Sharon McCormick

1. Nicolet site still unsecure – Gordon was able to walk right in this afternoon.
 - a. The CA workgroup recommends Gordon report this to Joe McDowell and Eduardo immediately.
2. [Web site](#) issues:
 - a. Announcements of workgroup meetings will be placed on the Bulleting Board tab for now. Anyone visiting the website for the first time needs to become familiar with where things are and what’s there. This will be revisited later.
 - b. The Draft Brief Description and History document will be acceptable after Sharon McCormick sends Susan corrections to the errors in dates. It will then be circulated to the CAG for approval at the April meeting.

A disclaimer statement will be posted in the changeable box at the lower right of the home page. We will also attempt to place it under the EPA disclaimer at the bottom of the home page. The statement will read:

“Documents on this website are published to make the general public aware of issues pertaining to the BoRit asbestos Superfund site. Only documents created by the full CAG, such as meeting minutes and official CAG correspondence represent the official views of the CAG. All documents originating from other constituents, including but not limited to the EPA, PADEP, CBA, etc., may contain views not necessarily endorsed by the BoRit CAG. The CAG does not warranty the accuracy of these documents.”

3. EPA Superfund Timeline
 - a. Susan Curry already provided feedback to Vance via email, and Vance acknowledged receiving it. Our workgroup would like to see how those recommendations are implemented before making additional comments.
4. Minority Reports –
 - a. The CA workgroup is in support of Minority Reports and applauds the first one issued since the CAG started.
 - b. The CA workgroup suggests that a minority report may be issued by any stakeholder or group of stakeholders who feel that a workgroup or CAG decision or position on an issue does not reflect their position accurately, or that the minutes contain important omissions or errors to items actually discussed or brought up in the meeting.
 - c. The CA workgroup suggests that a Minority Report will be posted as a sub document to a meetings minutes, when the part or parts of the minutes in question are quoted in the minority report followed by the minority communication or clarification. New directives or requests from the minority person or group will be placed in a paragraph at the end of the report.
 - d. These suggestions will be shared with the Rules Committee and the whole CAG

5. Synopsis – Minutes

- a. According to Sal, the one-page Synopsis began as a way to have notes about the CAG meeting that are short enough that people would read them, and come out quickly after meetings for members to share with their constituents.
- b. The CA workgroup agrees with Sal that any synopsis or minutes that are going out to the public need to be reviewed by all. We acknowledge that this may necessitate a month delay in making notes available.
- c. The CA workgroup recommends one set of minutes in order to dispense with reviewing two documents.
- d. In order to have reliable notes quickly after a meeting, we will investigate several options, including asking Carol DiPietro to be Secretary taking notes on a laptop, asking Ambler Gazette to be Secretary, or hiring a professional. If our first two options fail, we may need to develop a fund raising plan.

6. [Outreach to experts](#)

- a. The CA workgroup concluded that we would seek experts for specific advice after the May presentation on Phase II ground water data

7. Facilitation by Mike Hancox

- a. There are a variety of opinions about Mike Hancox's bias in the CA workgroup, but general agreement that he has information and expertise that warrant our listening to him and experiencing his facilitation, keeping caution in reserve.
- b. The CA workgroup recommends that the CAG co-chairs plan to hold an Executive Session in the last half hour of our April meeting, during which CAG members can air their assessment of how the facilitation by Mike Hancox is going.
- c. The CA Workgroup will remind the CAG that any stakeholder may ask for a caucus at any time of any meeting.
- d. No members of the CA workgroup request a conference call, and at least two of us would be on the call if it takes place.

7. Postponed until the next workgroup meeting:

- [Developing our 2011 overall plan for community communications](#)

Meeting adjourned at 8:45 PM