

**Resource Conservation and Recovery Act
Facilities Investigation Remedy Selection Track (FIRST)
EPA Region 10 Toolbox Training**

December 11-12, 2018

Seattle, WA

Agenda Day 1 Tuesday December 12, 2018

9:00 – 9:15 AM	<p>Welcome, Safety Brief and Introduction <i>Lisa McArthur, EPA Region 10</i></p>
9:15-9:30 AM	<p>Why We Are Here: The RCRA 2020 Universe /Lean Results/RCRA FIRST <i>Barbara McCullough, EPA Region 10</i> <i>Paul Gotthold Joel Hennessy EPA Region 3</i></p> <ul style="list-style-type: none"> ■ Overview of EPA Region 10 Corrective Action Universe ■ the Region 3 and Region 7 Lean events – what happened? ■ Re-Invented Process applied to RCRA CA
9:30-10:15 AM	<p>Discussion of Root Cause(s) of Inefficiency / Group Exercise/Survey Results</p> <ul style="list-style-type: none"> ■ Root Causes – group exercise ■ Root Causes Revealed/ Introduction to the contents of the RCRA FIRST Toolbox
10:15-10:30AM	Break
10:30 -11:15 AM	<p>Overview of the RCRA FIRST Approach / Introduction to the RCRA FIRST Toolbox</p> <ul style="list-style-type: none"> ■ How to use the Toolbox resources to incorporate elements of RCRA FIRST into your corrective action process, including how to get started, and where within the process tools are applicable/ addressing the root causes
11:15 AM-12:30 PM	Lunch
12:30-1:30 PM	<p>Major Tools Developed for Project Managers*</p> <ul style="list-style-type: none"> ■ RCRA FIRST Tools Explained ■ Highlighted: CAF Meeting, CAF Template, Elevation, RSP Meeting, RSP Template
1:30 -2:00 PM	<p>Case Studies of Successful RCRA FIRST projects- Group Exercise Set Up</p> <ul style="list-style-type: none"> ■ California DTSC, Region 3 Pennsylvania DEP ■ Set Up for Breakout Session
2:00-2:15 PM	Break
2:15 - 3:15 PM	<p>Exercise: Corrective Action Framework Meeting</p> <ul style="list-style-type: none"> ■ Breakout Groups discuss Scenarios 1-4
3:15PM-4:00 PM	<p>Presentations from Groups/Discussion of Outcomes</p> <ul style="list-style-type: none"> ■ Discussion and Q&A - Make Sense? Answers Revealed!
4:00-4:30 PM	<p>Data Collection and Process Control- Review the Day</p> <ul style="list-style-type: none"> ■ Measuring the Process- Tracking Progress- Monitoring the Pipeline ■ Review the Day

Agenda Day 2 Wednesday December 11, 2018

9:00 – 9:15 AM	Welcome, Safety Brief and Introduction Recap Day 1- Preview Day 2
9:15-10:30 AM	Developing Effective Corrective Action Objectives <i>Joel Hennessy, EPA Region 3</i> <ul style="list-style-type: none">■ Understand how to improve Corrective Action Objectives to prevent process delays■ Group Discussion: walk through a scenario to develop Corrective Action Objectives
10:15-10:30 AM	Break
10:30 AM-11:15 AM	Exercise: Remedy Selection Process Meeting* <ul style="list-style-type: none">■ Breakout Groups develop Corrective Action Objectives
11:15 AM-12:30 PM	Lunch
12:30-1:30 PM	Presentations from Groups/Discussion of Exercise Scenarios 1-4
1:30-2:30 PM	Case Studies of Successful RCRA FIRST projects- Group Exercise Set Up <ul style="list-style-type: none">■ Comparison of Effective Corrective Action Objectives■ Available Support- Follow Up■ Key Messages
	END of TRAINING
	*Handouts