

**Resource Conservation and Recovery Act  
Facilities Investigation Remedy Selection Track (FIRST)  
RCRA FIRST Toolbox Training / Corrective Action Objectives Workshop**

*April 30- May 1, 2019 EPA Region 9 Southern California Field Office 600 Wilshire Blvd., Suite 940. Los Angeles, CA 90017*

**Agenda Tuesday, April 30, 2019**

9:00 – 9:15 AM	<p><b>Welcome, Safety Brief and Introduction</b> <i>Nicole Moutoux, EPA Region 9, Art Heath, Environmental Program Manager, Los Angeles Regional Board</i></p>
9:15-9:30 AM	<p><b>Why We Are Here: The RCRA 2020 Universe /Lean Results/RCRA FIRST</b> <i>Steve Armann EPA Region 9 / Paul Gotthold EPA Region 3</i></p> <ul style="list-style-type: none"> <li>■ Overview of Region 9 Corrective Action Universe</li> <li>■ Goals for the Workshop</li> </ul>
9:30-10:15 AM	<p><b>Discussion of Root Cause(s) of Inefficiency / Group Exercise/Survey Results</b></p> <ul style="list-style-type: none"> <li>■ Root Causes – group exercise</li> <li>■ Root Causes Revealed/ Introduction to the contents of the RCRA FIRST Toolbox</li> </ul>
10:15-10:30AM	<b>Break</b>
10:30 -11:15 AM	<p><b>Overview of the RCRA FIRST Approach / Introduction to the RCRA FIRST Toolbox</b></p> <ul style="list-style-type: none"> <li>■ How to use the Toolbox resources to incorporate elements of RCRA FIRST into your corrective action process to address root causes</li> </ul> <p><b>Major Tools – A Closer Look</b></p> <ul style="list-style-type: none"> <li>■ RCRA FIRST Tools Explained</li> <li>■ Highlighted: CAF Meeting, CAF Template, Elevation, RSP Meeting, RSP Template</li> </ul>
11:15 AM-12:30 PM	<b>Lunch</b>
12:30-1:00 PM	<p><b>Case Studies of Successful RCRA FIRST projects- Group Exercise Set Up</b></p> <ul style="list-style-type: none"> <li>■ Real Examples of Process</li> <li>■ Effective Corrective Action Objectives?</li> </ul>
1:00 -2:00 PM	<p><b>Developing Effective Corrective Action Objectives</b> <i>Joel Hennessy, EPA Region 3</i></p> <ul style="list-style-type: none"> <li>■ Understand how to improve Corrective Action Objectives to prevent process delays</li> <li>■ Group Discussion: walk through a scenario to develop Corrective Action Objectives</li> </ul>
2:00-2:15 PM	<b>Break</b>
2:15 - 3:30 PM	<p><b>Exercise: Remedy Selection Process Meeting</b></p> <ul style="list-style-type: none"> <li>■ Breakout Groups develop Corrective Action Objectives</li> </ul>
3:30PM-4:30 PM	<p><b>Presentations from Groups/Discussion of Outcomes</b></p> <ul style="list-style-type: none"> <li>■ Discussion and Q&amp;A - Make Sense? Answers Revealed!</li> </ul>
4:30 PM	<ul style="list-style-type: none"> <li>■ Review the Day / Tool 13</li> </ul>

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**Agenda Wednesday, May 1, 2019**

9:00 – 9:15 AM	<p><b>Welcome, Safety Brief and Logistics</b> Steve Armann, EPA Region 9, Art Heath, Environmental Program Manager, LA Regional Board</p>
9:15-9:30 AM	<p><b>Review of Day 1/Overview of Day 2</b></p> <ul style="list-style-type: none"> <li>■ RSP Meeting Process</li> <li>■ CSM</li> <li>■ Data Gaps</li> <li>■ CAOs</li> <li>■ Objectives vs. Remedies</li> </ul>
9:30-11:15 AM	<p><b>Break into groups (each Refinery)</b></p> <ul style="list-style-type: none"> <li>■ Identify Group Members, Roles, Elevation Points of Contact - 10 min</li> <li>■ CSM Overview (need someone to commit to doing this for each refinery (beforehand), and to bring maps, cross-sections, whatever to support) – 45 min</li> <li>■ Identify “Other” media not listed in chart (e.g., specific units/SWMUs/AOCs/NAPL, etc.) that needs a CAO</li> <li>■ Identify any additional exposure pathways the group wants to add</li> <li>■ Come to agreement on which cells need a CAO</li> <li>■ For cells needing a CAO, come to agreement on the CAO</li> <li>■ If there are disagreements that cannot be resolved, fill out elevation sheet (one per disagreement)</li> </ul>
11:15 AM-12:30 PM	<b>Lunch</b>
12:30-4:00 PM	<p><b>Reconvene</b></p> <ul style="list-style-type: none"> <li>■ Continue developing CAOs</li> <li>■ Goal: At end of day, complete first draft of filled-out chart, or reach consensus on the specific disagreement for each specific CAO</li> <li>■ Plan: Next steps to finalize chart, resolve disagreements, move forward to remedy selection</li> </ul>
4:00PM-4:30 PM	<p><b>Reconvene All Groups</b></p> <ul style="list-style-type: none"> <li>■ Brief report-out from each group on status</li> </ul>
4:30 PM	<ul style="list-style-type: none"> <li>■ Review the Day / Tool 13</li> </ul>