From:	Sanchez, Yolanda
To:	Yogi, David; Margand, Freya
Subject:	RE: pCBSA meetings moving forward
Date:	Thursday, March 26, 2015 5:09:52 PM
Attachments:	TD R9 #20 Del Amo Montrose draft .docx

Please ignore the last attachment and review this one and the questions below.

From: Sanchez, Yolanda
Sent: Thursday, March 26, 2015 11:38 AM
To: Yogi, David; Margand, Freya
Subject: FW: pCBSA meetings moving forward

David/Freya,
Attached is a draft TD for supporting the pCBSA discussions moving forward for the Del Amo & Montrose Superfund sites (OU3). (David, Freya suggested a brand new TD and let the email supporting the Feb 17th Webinar stand as the record for that work).

I have a few questions:

- Can I have hours in the TD?
- Can I share this language with DAAC (even with the hours)?
- What are you considering deliverables? There seem to be a lot of fluff listed that don't seem like a "tangible item" to me. How are you defining deliverables?
- Do we have to ask for a project approach, etc from Skeo? If I can make the TD pretty straight-forward, I don't think we need the project approach from Skeo.

Yolanda Anita Sanchez, MS, MPA
US Environmental Protection Agency || Region 9 || Superfund Division || Community Involvement
Desk: 415-972-3880

"Start where you are. Use what you have. Do what you can." - Arthur Ashe

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From: Sanchez, Yolanda
Sent: Thursday, March 26, 2015 10:05 AM
To: Margand, Freya
Cc: Conley, Tina
Subject: RE: pCBSA meetings moving forward

Got it: The cheese stands alone. Please let Skeo know, because Miranda keeps asking ☺

From: Margand, Freya
Sent: Thursday, March 26, 2015 10:04 AM
To: Sanchez, Yolanda
Cc: Conley, Tina
Subject: RE: pCBSA meetings moving forward

I think I'd like to let the e-mail stand alone. I don't want to issue TDs with completed work. But thanks for reminding me about the e-mail TD, I need to save that e-mail as a file (I'll name it something like TD #19.1(e-mail).I'll send you the file when I've named it.

From: Sanchez, Yolanda
Sent: Thursday, March 26, 2015 12:59 PM
To: Margand, Freya
Cc: Conley, Tina
Subject: RE: pCBSA meetings moving forward

If you prefer a new TD, then your wish is my command. However, how would you like me to capture the work for the Feb 17th Webinar that was done under the email you sent? Would you like me to amend #19 to capture the work done, include that work in the new TD, or just let the email stand alone?

Yolanda
415-972-3880

From: Margand, Freya
Sent: Thursday, March 26, 2015 9:54 AM
To: Sanchez, Yolanda
Cc: Conley, Tina
Subject: pCBSA meetings moving forward

Hi Yolanda.

I have a meeting with Crystal during your proposed time for the pCBSA meeting…not sure why the meeting isn't showing up since I proposed a new time and she accepted.

I went back and looked at TD #18 & #19. Since both TDs were for one meeting on a specific date, I'd prefer to set up a new TD. If you'd like to have the new TD cover multiple meetings, then that is fine; I'd need you to indicate the number of meetings you thought would be needed (probably in terms of "up to Xnumber of meetings"). If you have any speculative dates, those should be included with a disclaimer that the dates may change but the contractor will be notified. Also if there are any new/changed support activities, please include them.

I've attached a TD with the new TD number and the old information which can be edited.

Thanks, Freya

Freya Margand
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