UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS PACIFIC- MCB CAMP BUTLER
UNIT 35006
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MEMORANDUM

From: Environmental Management System Manager, Marine Corps Installations Pacific
To: Distribution List

Subj: COMMANDER'S ENVIRONMENTAL MANAGEMENT REVIEW BOARD MEETING MINUTES

Ref: (a) MCO P5090.2A Ch.3
(b) MCIPACO 5090.1
(c) III MEF/MCIPACO 5090.1A

Encl: (1) Attendance Roster
(2) Commander's Environmental Management Review Board Brief

1. Per the references, the Marine Corps Installations Pacific (MCIPAC) Commander's Environmental Management Review Board (CEMRB) meeting convened on Tuesday, 22 Dec 15 in the Base Emergency Operations Center, Bldg. 1C, Camp Foster. Marine Corps Base Camp Smedley D. Butler (MCB Butler) and Marine Corps Air Station (MCAS) Futenma attended the meeting while Combined Arms Training Center (CATC) Camp Fuji, Marine Corps Base (MCB) Hawaii, MCAS Iwakuni, and Camp Mujuk participated via video teleconference.

2. The meeting was chaired by (b) (6) Commanding General (CG), MCIPAC, and the list of attendees is contained in enclosure (1).

3. The CEMRB was commenced at 0930 JST by (b) (6) and (b) (6) Environmental Director, MCIPAC Environmental Management System (EMS) Manager, conducted the remainder of the meeting. CEMRB presentation slides used for this meeting are contained in enclosure (2). The following is a summary of the meeting discussion:

a. MCIPAC and Installations. Marine Corps EMS is based on International Standard for Organization (ISO) 14001 and is required by both Executive Order and Marine Corps Order.

(1) MCIPAC EMS. The MCIPAC Commanding General's Policy Statement on Environmental Management was signed in July 2015 and translated into Korean and Japanese. As a reminder, installations in Japan and Korea are not required to maintain a separate policy statement. To comply with reference (a), MCB Hawaii must maintain an installation-level policy that commits to cleanup of contaminated sites. MCIPACO 5090.1 establishes the MCIPAC EMS Core Team that meets semi-annually and the MCIPAC CEMRB that meets annually. Today's meeting is a combined senior management review board for MCIPAC and MCB Butler.

(2) Installation-Level EMS (Butler/Futenma, Fuji, Hawaii, Iwakuni, Mujuk). Risk ranking, establishing objectives and targets, developing operational controls, checking and corrective action (Environmental Compliance Evaluations (ECE)), and cross-functional teams are maintained at the installation level.

b. MCB Butler Status of FY15 Objectives and Targets.

(1) FY15 Objective 1: Minimize the impact of solid waste to landfills. Target: Divert 55% (by weight) of the FY15 non-hazardous solid waste from the waste stream. Status: Installation did not meet the established target of 55%; however, the Department of Defense (DoD)-mandated target of 50% was met.

(2) FY15 Objective 2: Reduce energy consumption across installations. The Utilities Conservation and Appraisal Board will brief the status of this target immediately following the CEMRB.

(3) FY15 Objective 3: Reduce risk associated with mishandling of hazardous waste. Target: Conduct 100% review of all hazardous waste disposal documentation. Status: Target met to effectively reduce the risk of mismanaged hazardous waste leaving the installation.

Comments: BGen Malavet recognized the big and broad arena for Objectives and Targets, some of which should be aspirational while others are driven by DoD policy. Accomplishments should be noted and advertised to higher for both credit and resources.

c. MCB Butler Proposed FY16 Objectives and Targets.

(1) FY16 Objective 1: Minimize the impact of solid waste to landfills. Target: Divert 55% (by weight) of the FY16 non-hazardous solid waste from the waste stream.

(2) FY16 Objective 2: Reduce risk associated with mishandling of hazardous waste. Target: Continue to conduct 100% review of all hazardous waste disposal documentation.

(3) FY16 Objective 3: Increase efficiency of the Qualified Recycling Program. Target: Fully implement Organizational Development Office recommendations to improve transparency and efficiency of the Qualified Recycling Program.

Comments: BGen Malavet approved the proposed MCB Butler FY16 Objectives and Targets.

d. MCAS Futenma Status of FY15 Objective and Targets.

(1) FY15 Objective: Reduce quantity of reportable spills of POLs and hazardous substances. Target A: Increase personnel's spill response awareness by planning for a station-wide spill response exercise to be conducted in FY16. Status: Installation has successfully planned for an upcoming spill response exercise. Target B: Change Station Order 4020.3D to align with MCIPAC Spill Prevention Response Plan. Status: The revised Station Order was signed on 11 Sep 2015. Target C: Create and implement an awareness/education campaign. Status: Target met through the successful implementation of a summer spill campaign.

Comments (b) (6) recognized the initiative and efforts of the Futenma Station Environmental Staff, (b) (6) noted the reduction in reportable spills was aided by changing the reportable quantity from 5gal to 10gal. and (b) (6) _____ stated no false narratives or logics should occur because of false metrics. (b) (6) expressed his interest in the human element of what needs to be done in regards to the underpinnings of environmental protection.

e. MCAS Futenma FY16 Objectives and Targets.

(1) FY16 Objective 1: Support the reduction of hazardous waste generation. Target A: Implement a hazardous material reuse education and awareness campaign. Target B: Ensure units have an updated Authorized Use List with quantity limits.

(2) FY16 Objective 2: Continue to reduce quantity of reportable POL/hazardous substance spills. Target A: Increase personnel's spill response awareness by conducting a station-wise spill drill. Target B: Implement adjustments to awareness/education campaign. Target C: Update Site Specific Spill Plans for designated units using new format.

f. CATC Camp Fuji Status of FY15 Objective and Targets.

(1) FY15 Objective 1: Purchase and install showerheads with low-velocity flow models. Target: Replace all showerheads in barracks and Mtn View Inn with low-velocity flow models to reduce water consumption. Status: Target met - 452 showerheads replaced.

(2) FY15 Objective 2: Increase efficiencies in waste management. Target: Install recycling receptacle containers in common areas and establish SOP to educate units about recycling. Status: Target met; however, CATC Camp Fuji questions whether the recycling program is fiscally responsible as it costs more to operate than it currently generates.

(3) FY15 Objective 3: Complete hazardous waste storage area closure plans. Target: Complete hazardous waste storage area closure plan for T23 and Bldg. 26 in accordance with Japan Environmental Governing Standards. Status: Target met.

(4) FY15 Objective 4: Establish plan for total reduction and phase-out of Ozone Depleting Substances. Target: Replace 50% of existing Freon R12 refrigerator units from living quarters and establish plan to replace all R22 refrigerant by 2020. Status: Target met – replaced 676 of 800 total R12 units (85%).

g. CATC Camp Fuji FY16 Objectives and Targets.

(1) FY16 Objective 1: Phase-out of Ozone Depleting Substances at CATC Fuji. Target: Replace 100% of existing Freon R12 refrigerator units from living quarters on camp by end of FY16.

(2) FY16 Objective 2: Increase efficiency in hazardous waste reduction, cost savings, and recycling efforts. Target A: Purchase two portable anti-freeze recycling units for Mobile Equipment Platoon. Target B: Reduce hazardous waste and increase efficiency in antifreeze recycling. In particular, this Objective is relevant to the "soup" generated when Assault Amphibious Vehicles (AAVs) go into maintenance status.

Comments: (b) (6) thanked CATC Camp Fuji for their support of III MEF. He agreed Fuji may need to look at the cost/benefit analysis of their recycling efforts in FY16 but saw the reduction of hazardous wastes resulting from AAV maintenance as a value to the war-fighting effort.

h. MCB Hawaii Status of FY15 Objective and Targets.

(1) FY15 Objective 1: Support waterborne operation training. Target: Map the underwater environment fronting Marine Corps Training Area Bellows (MCTAB) littoral zone to provide safer passages for operators. Status: Target projected to be met May 2016. This interagency project, which requires divers in the water, is approximately 50% complete. Its completion will provide better understanding of the natural resources present, and provide GIS maps for reef locations and damage assessments.

(2) FY15 Objective 2: Define cultural landscape of Camp Smith. Target: Produce cultural landscape report of Camp smith to comply with mitigation requirements for Building 1, MARFORPAC Complex. Status: Target projected to be met Jan 2016.

(3) FY15 Objective 3: Remove PCB-contaminated soil from a salvage ward that formerly held a transformer station. Target: Execute removal action of contaminated soils by excavation to meet cleanup criteria and properly dispose of contaminated soil. Status: Target met.

(4) FY15 Objective 4: Comply with Wastewater Treatment Plant (WWTP) operations Enterococcus and Chlordane requirements. Target: Achieve a stay in permit Conditions. Status: Target met.

i. MCB Hawaii FY16 Objectives and Targets.

(1) FY16 Objective 1: Ensure installation readiness to respond to emergency oil spills. Target A: Exercise and evaluate established plans and procedures to respond to, contain, clean up, and report oil spills. Target B: Conduct Base-wide, interagency Spill Response Exercise.

(2) FY16 Objective 2: Comply with new Hawaii Department of Health Storm Water National Pollutant Discharge Elimination System Permit. Target A: Revise Storm Water Management Plan. Target B: Prepare 1st Year Monitoring Plan.

(3) FY16 Objective 3: Ensure regulatory compliance for all waste types: Recyclable Material, Universal Waste, Resource Conservation and Recovery Act Hazardous Waste, and Non-Regulated Waste. Target A: Conduct periodic training for Waste Accumulation Point managers. Target B: Assess compliance by conducting monthly Waste Accumulation Point inspections.

Comments: (b) (6) stated that he understood the acute focus for Hawaii and requested installation staff stay engaged with (b) (6) for support as needed. (b) (6) Director of Installations, Environment & Logistics, MCB Hawaii. stressed the importance of the base-wide spill response exercise to plan for emergencies. (b) (6) requested the completion of the spill-response exercise be captured in an Executive Summary for inclusion in an MCICOM sit rep.

j. MCAS Iwakuni Status of FY15 Objective and Targets.

(1) FY15 Objective 1: Provide spill containment at North Retention Pond. Target A: Develop spill containment strategies and install permanent measures. Target B: Provide spill response training. Status: Target A not met, interim actions taken, and the project will be carried over into FY16. Target B met in FY16. (b) (6) Executive Officer, MCAS Iwakuni, emphasized that MCAS Iwakuni is currently working with the city to manage and control the North Pond sea gate.

(2) FY15 Objective 2: Establish an Authorized User List (AUL) Working Group. Target A: Establish designated AUL working group and membership. Target B: Design and implement training for working group and users. Status: Target A met, and Target B met in FY16.

(3) FY15 Objective 3: EMS Program Implementation. Target: Reinvigorate the EMS program to comply with all 17 elements of Marine Corps EMS. Status: Target met.

(4) FY15 Objective 4: Resolve solid waste management/on-site landfill. Target A: Develop and gain approval for landfill closure date plan of action and milestones (POAMs). Target B: Divert all possible waste streams from landfill. Status: Targets A and B met.

k. MCAS Iwakuni FY16 Objectives and Targets.

(1) FY16 Objective 1: Hazardous material and hazardous waste life-cycle management and minimization. Target A: Evaluate current practices, HM/HW management and reporting. Target B: Develop implementation strategies. Target C: Implement HM reutilization improvements.

(2) FY16 Objective 2: Review and Update Spill prevention Response Plan. Target A: Recommend changes to Spill Prevention response Plan as required. Target B: Containment structural improvements to North Pond. Target C: Recommend/make changes for spill response contracts.

(3) FY16 Objective 3: Conduct base-wide spill response drill. Target: Successfully conduct "worst-case" scenario spill drill per the Spill Prevention Response Plan.

(4) FY16 Objective 4: Resolve FY14 ECE Findings. Target: Close out 9 outstanding findings from the FY14 ECE.

Comments: (b) (6) brought awareness to the 43% staffing vacancy rate Iwakuni is currently experiencing, and highlighted that the staff of MCAS Iwakuni is working to incorporate the incoming Navy team.

l. Camp Mujuk Status of FY15 Objectives and Targets.

(1) FY15 Objective 1: Implement EMS. Target A: Review existing EMS Manual and Policy. Target B: Upgrade EMSPs. Target C: Annual review of ECE POA&M, Perform annual Self-EMS & ECE Audit. Status: Target A not met. Target B met to assign practice owners; however, EMS monitoring and measurement documents not yet completed. Target C not met due to Environmental position gap.

(2) FY15 Objective 2: Implement Environmental Compliance. Target: Develop and implement environmental compliance actions. Status: Development of Potable Water Vulnerability Assessment and

Emergency Contingency Plan targets not met. DD1391 being drafted by MCIPAC, and Wastewater Treatment Plan Upgrade designs in progress.

m. Camp Mujuk FY16 Objectives and Targets.

(1) FY16 Objective 1: Reduce risks of incompatible HM/HW storage. Target A: Conduct quarterly inspection for HM Storage room and hazardous waste accumulation point (HWAP). Target B: Program additional HM/HW Storage Buildings (relocatable) to augment segregation of incompatibles.

(2) FY16 Objective 2: Develop and implement Spill Response & Pollution Prevention Plan. Target A: Identify operations posing spill potential. Target B: Program projects to reduce releases to the environment (wash rack upgrade; HW/HM storage solutions). Target C: Conduct spill response training. Target D: Implement spill kit inspection schedule.

(3) FY16 Objective 3: Enhance regulatory compliance associated with wastewater discharge. Target: Program Wastewater Study to determine requirements for Wastewater Treatment Plant upgrades (Assisted by MCIPAC-MCB Butler).

(4) FY16 Objective 4: Reduce amount/costs of solid waste disposal. Target A: Identify solid waste streams that can be diverted to recycling. Target B: Identify potential recycling partners. Target C: Determine feasibility for implementing a Qualified Recycling Program (QRP).

Comments: (b) (6) applauded the candor and efforts of Camp Mujuk's staff, and highlighted the requirement for MCIPAC to conduct a surge capability to assist the camp. (b) (6) pledged essential help and support. (b) (6) praised (b) (6) and noted he is "off and running."

Action Item: Installations should prepare an Executive Summary for the CG following any interagency exercise or large-scale readiness drill (i.e. spill drill).

Action Item: Camp Mujuk should assess needs for assistance, and MCIPAC-MCB Butler must be prepared to resolve challenges with mobile surge capacity.

n. Environmental Compliance Evaluations (ECE). A Benchmark ECE is conducted by MCICOM every 3 years. The purpose is to assess environmental compliance status and recommend appropriate corrective and preventive actions or improvements. Self-ECEs are conducted in off-years. The following are the MCICOM Benchmark ECE dates:

(1) MCB Hawaii: 26 Jan – 5 Feb 2016

(2) MCB Butler / MCAS Futenma: April 2016

(3) Camp Mujuk: April 2016

(4) CATC Camp Fuji: 2017

(5) MCAS Iwakuni: 2017

o. Environmental Award.

(1) MCB Butler was awarded the 2015 SecDef Award for Environmental Quality, Overseas Installation. This award was honored with a phone call from (b) (6) Under Secretary of Defense for Acquisition, Technology and Logistics.

p. How Commanders Can Help.

(1) Communicate the Environmental Policy.

(2) Support FY16 Objectives and Targets and EMS teams.

(3) Emphasize the following to your units: minimize use of hazardous materials to decrease creation of hazardous waste; maintain clean, well-managed HAZMAT storage and hazardous waste accumulation areas; clean small spills quickly; call 911 for large spills; properly dispose of all waste prior to deployment; support recycling program, conserve energy & water at work and in barracks.

(4) Maintain close contact with your camp/station environmental staff.

q. Camp Commanders Comments.

(1) Camp Schwab. Environmental positions at Camp Schwab are currently gapped; however, MCB Butler Environmental Support Section has planned interim coverage. Recycling is improving, and QRP-funded beach bash was a success.

(2) Camp Hansen. The recycling program is getting the word out.

(3) Camp Kinser. The use of QRP funds to "give back" to Marines is appreciated.

(4) Camp Courtney. Interagency spill response and frequent spill kit inspections are critical.

r. Contact information was provided for all MCIPAC Environmental Directors and Coordinators. See page 23 of Enclosure (2).

s. The CG concluded the meeting by encouraging all to enjoy time with family, stay safe, and roll into the New Year fresh after their well-deserved time off.

4. The meeting adjourned at 1030. Installations will present the status of their FY16 Objectives and Targets, as well as their approved FY17 Objectives and Targets, at the next CEMRB meeting. The point of contact i (b) (6) EMS Coordinator, (b) (6)

(b) (6)

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