

ACTION-ITEM PROGRESS REPORT

Community Environmental Working Group

January, 2018

“Striving for Continuous Environmental Improvements at Intel”

TASK (* INDICATES ONGOING)	WHO	STATUS
1. *Check on next regulatory meeting with Intel	Sarah Chavez	Ongoing
2. Group members will read through handouts and reflect on what trust and dialogue means for the CEWG	Group	Pending
3. CEWG members will think about how they would like to partner with Sergeant Jackson, including what chemical to measure and capabilities around measuring chemicals—a qualitative analysis and quantitative analysis (concentrations).	All	Pending
4. Bring request for having a weekly Intel reports in the local media to Intel for consideration	Sarah Chavez	Pending – part of future agenda item on emergency management
5. Consideration of a warning system tied to Code Red	Sarah Chavez	Pending – part of future agenda item on emergency management
6. Discuss a future agenda item on a survey asking about people’s breathing, how long it took them to go on oxygen, to what degree they were on it, etc.	All	Pending
7. The group will discuss adding small air quality monitoring systems as a future agenda item.	All	Pending
8. Lynne Kinis will discuss wording regarding the CEWG 1-page flyer with Marcy Brandenburg. Jessie Lawrence will communicate with Carolyn O’Mara re changes to the flyer.	Lynne Kinis Jessie Lawrence	Pending
9. The group will send revision ideas on the regulatory engineering document to John Bartlit. John Bartlit will revise the regulatory engineering document.	All John Bartlit	Pending
10. Jessie Lawrence will connect with the Corrales mayor and council members to introduce herself and the CEWG.	Jessie Lawrence	Pending
11. Mindy Koch and Sarah Chavez will ask Intel staff and the vendor associated with the new cleaning process in the list of 2016 NM Projects if they might be interested in coming to a CEWG meeting to discuss their work.	Mindy Koch Sarah Chavez	Pending
12. Dennis O’Mara will investigate the prescribed rights of way on Corrales roads for use in National Guard testing	Dennis O’Mara	Pending
13. Dennis O’Mara will send links with more information on Indium Phosphide	Dennis O’Mara	Pending
14. Sarah Chavez will find out how much Indium	Sarah Chavez	Pending

TASK (* INDICATES ONGOING)	WHO	STATUS
Phosphide was stored onsite at Intel and what the reporting levels were.		
15. Sarah Chavez will review the Action Item Progress Report and take a first cut on what to include in the annual report.	Sarah Chavez	Pending

Completed Tasks

Consider the issue of material being introduced to the oxidizers and its effect on overall emissions should be on the agenda for the next meeting	Sarah Chavez	Completed
Compile testing data for the September meeting and bring a proposal to the July meeting with details	Sarah Chavez	Completed
Contact Thom Little and ask him to respond to the ATSDR report on the production levels at Intel in the weeks before and after the silica testing	John Bartlit	Completed
Find out if there are any reported cases of ALS among Intel-Rio Rancho employees.	Sarah Chavez	Completed
Invite Kowalski to participate in a meeting with CEWG to discuss the questions previously emailed to him around health and air quality data and ask him to also invite someone who can discuss health-related concerns.	John Bartlit	Completed
Officially thank the STTF and let them know their services are declared complete.	John Bartlit	Completed
Send HMDS usage document to Lynne Kinis by US mail.	Sarah Chavez	Completed
Contact NMED and ask about spill recovery hotline and logging calls.	Sarah Chavez	Completed
Provide a hard copy of the entire 2020 goal report to Lynne Kinis.	Sarah Chavez	Completed
Send Lynne Kinis a hard copy version of John Bartlit's column on his talk at California Lutheran University.	Mark Bennett	Completed
Add an agenda discussion item on CEWG ad design for the next meeting.	Mark Bennett	Completed. 1.20.16
Give Mike Williams an agenda item on potential air quality projects for the next meeting.	Mark Bennett	Completed 1.20.16
Distribute column on language for proposed discussion at a future meeting	John Bartlit	Completed. 2.17.16
Draft questions to the ATSDR and share with the group	Mike Williams	Completed. 2.17.16
Inquire whether new ad will be placed & other papers	Sarah Chavez Ron Epps	Completed. 2.17.16
Revised ad will be sent to Shannon for submission to Intel	Carolyn O'Mara Shannon Beaucaire	Completed. 2.17.16
Report on what portion of short and mid-range objectives can be shared publically.	Sarah Chavez	Completed 2.17.16
How to archive completed items on Action-Item Progress Report	Shannon Beaucaire	Completed. 2.17.16
The following CEWG members will contribute to the 2015 Annual Report as follows: 1. John Bartlit will write on regulatory engineering; 2. Mike Williams will write on his monitoring work; 3. Sarah Chavez will write on Intel's	John Bartlit, Mike Williams, Sarah Chavez,	Completed 3.10.16

exchanging salt for bromoform; 4. Dennis O'Mara will write on his participating with the Local Emergency Planning Committee and the ATSDR Questions and Comments document. 5. All will send drafts to Shannon Beaucaire by March 2.	Dennis O'Mara	
Shannon Beaucaire will compile the above drafts and send to CEWG members for comment. The goal is to have the Annual Report updated for the March meeting.	Shannon Beaucaire	Completed 3.10.16
Dennis O'Mara will speak with Barbara Rockwell about joining the CEWG.	Dennis O'Mara	Completed 3.16.16
Contact COA/Bern Co Air Quality regarding photochemical modeling results, specifically aldehydes, and share with the group	Hugh Church	Completed 3.16.16
Draft language to send to Intel around CEWG's pursuits being consistent with Intel's environmental goals	John Bartlit	Cancelled. See 2016 priorities on new letter to be sent.
Review CWEG priorities for 2016 and send comments to Shannon.	All	Completed 4.20.16
The group will review Mike Williams' "Interesting Questions" presentation and submit comments to him via email before the March meeting.	All	Completed 4.20.16
Mike Williams will the compile comments to share at the next CEWG meeting.	Mike Williams	Completed 4.20.16
Review Intel's submitted task statement & provide feedback.	John Bartlit	Completed 4.20.16
Coordinate a presentation with Steve Dickens. Share presentation with Peter Kowalski.	Dennis O'Mara	Completed 4.20.16
Review Mr. Williams document & respond by email with any comments by March 30 & agree to the document before the next meeting.	All	Completed 4.20.16
Revise the annual report & send back to the group for review.	Shannon Beaucaire John Bartlit Dennis O'Mara	Completed 4.20.16
Rank the 2016 and return to Shannon Beaucaire within one week, March 23. Shannon Beaucaire will add up results and send to the group two weeks before the next meeting.	All Shannon Beaucaire	Completed 4.20.16
Rank "Additional Monitoring Options" and send to Shannon by May 1, 2016	All	Completed 5.18.16
Obtain correct address for Senior Center	Shannon Beaucaire	Completed 5.18.16
Send M. Williams slides to group members	Sarah Chavez	Completed 5.18.16
Send feedback on slides and if you approve them to Shannon Beaucaire by May 4	All	Completed 5.18.16
Send Shannon questions by May 4 for Steve Dickens to review	All	Completed 5.18.16

and answer. Shannon to compile and send to Steve 2 weeks prior to meeting	Shannon Beaucaire	
Ask Steve for a short bio for the meeting & how to handle introduction.	Shannon Beaucaire	Completed 5.18.16
Bring external speakers	Sarah Chavez	Completed 5.18.16
Provide Pat Clauser with more information around Intel & water drainage system.	Sarah Chavez	Completed 6.15.16
Draft letter to Intel that articulated the CEWG's continual interest in reducing hazardous emissions as it related to the historical form of the regulatory structure	John Bartlit	Completed 6.15.16
Draft language for revised mission statement	John Bartlit Lynne Kinis Others	Completed 7.20.16
John will contact Dr. Ann McCampbell to set up a talk at a CEWG meeting on multiple chemical sensitivities	John Bartlit	Completed. 7.20.16
Determine how much time Natasha Martell Jackson needs to approve final monthly ad	Sarah Chavez	Completed. 7.20.16
Shannon will send revised mission statement to the group for comment	Shannon Beaucaire	Completed. 7.20.16
Obtain information from Intel on how to handle questions to HEE	Sarah Chavez	Completed. 7.20.16
CEWG members will look through the May meeting summary for wording Mr. Dickens used around limitations in science	All	Completed. 7.20.16
Sarah will look for the Darko report/summary to send to CEWG members and Mr. Dickens	Sarah Chavez	Completed 8.17.16
Contact Carolyn O'Mara regarding ad revision.	Shannon Beaucaire	Completed 7.25.16
Send revised thank you to S. Dickens	Shannon Beaucaire	Completed 7.25.16
Place revised mission statement on the website	Shannon Beaucaire	Completed 7.29.16
CEWG Members research MCS, share with group in between meetings by sending to Shannon and discuss at next meeting. Shannon will print out and send websites to Lynne weekly.	All Shannon Beaucaire	Completed. 8.10.16
Call Peter Kowalski re: MCS	John Bartlit	Completed by email 8.17.16
Order MCS booklets from Ann McCampbell	John Bartlit Liz Shipley	Completed by email 7.26.16
Interesting Questions: Mike will write an introduction, John will sign as the chair, Shannon will send to the experts except for Jonathan Samet in which Hugh will send it.	Mike Williams John Bartlit Hugh Church Shannon Beaucaire	Completed 9.21.16.

The new ad design will go to Intel for approval	Sarah Chavez	Completed 8.18.16
Send Steve Dickens the letter with the link to download Darko Koracin's report	Shannon Beaucaire	Completed 8.19.16
John Bartlit will contact Peter Kowalski for speaker recommendations; Shannon Beaucaire will contact Ann McCampbell for speaker recommendations	John Bartlit Shannon Beaucaire	Completed 8.18 and 8.19.16
Group will read Ann McCampbell's booklet and begin generating questions for any future speakers. What should be done with extra MCS booklet	Group	Completed 9.21.16
Letter to Intel: Shannon will send an electronic version and group members will read it and offer suggestions	Shannon Beaucaire Group	Completed 8.19.16
Work with Liz Shipley to see if there was a possibility for Intel New Mexico to issue a challenge/award to employees to develop ideas around reducing emissions.	Sarah Chavez	Complete. This will be included as part of the CEWG letter to Intel. 9.21.16
Check Intel's monitoring plan & report at a future meeting.	Sarah Chavez	Completed. 10.19.16
Shannon Beaucaire will email the original letter of interesting questions to the group along with Mr. Williams suggested changes.	Shannon Beaucaire	Completed 9.22.16
Moving forward, Shannon Beaucaire will only print out the pending or incomplete items as part of the Action-Item Progress Report.	Shannon Beaucaire	Completed 9.22.16
John Bartlit will reach out to Dr. Smolinske	John Bartlit	Completed 10.19.16
Dennis O'Mara will talk to Heidi Krapfel to see what MCS experts she recommends.	Dennis O'Mara	Completed. E-mail sent to Krapfl on 10.6.16
Sarah Chavez will compile a list of MCS questions.	Sarah Chavez	Complete 10.19.16.
John Bartlit will revise the letter to Intel as discussed at 9.21.16 meeting.	John Bartlit	Completed 10.3.16
Research Intel's effort to condense chemicals. Seek out expert information on condensation technology as a viable technology	Sarah Chavez	Completed 10.19.16
Check with Lynne Kinnis & Mike Williams to determine if December meeting should be moved up by 1 week for the holidays	Shannon Beaucaire	Completed 11.1.16
2 items not listed in the October EHS report, noted in the October meeting summary pg. 3, will be listed in the November EHS report	Sarah Chavez	Completed 11.16.16
Obtain bio for Dr. Smolinske, send her MCS questions, and make arrangements for her to speak at the November meeting	Shannon Beaucaire	Completed 11.10.16
Draft cover letter for group to review. Allow 1 week for comment. Send HAPS letter to Intel electronically.	John Bartlit Shannon Beaucaire	Completed 11.16.16

Mike Williams will suggest modifications on the original letter of interesting questions to send to the recently recommended experts.	Mike Williams	Completed 11.30.16
Remove Oregon Community activities from Standing Agenda Items. Updates will occur as they are available	Shannon Beaucaire	Completed. 11.22.16
Compile 2 paragraphs of boilerplate language from past reports to send to John Bartlit along with a list of items that had been completed.	Shannon Beaucaire	Completed 11.22.16
Write a sentence or two about these items or send to another person to add more information for the Annual Report	John Bartlit	Completed 12.14.16
Group review Annual Report as a whole	All	Completed 12.21.16
Thank you to Dr. Smolinske	Mike Williams	Completed 12.21.16
Send Thank you to Dr. Smolinske	Shannon Beaucaire	Completed 12.23.16
Book Senior Center for 2017 with Change in start time. Contact Carolyn regarding change in ad	Shannon Beaucaire	Completed 12.23.16
Send Annual report to group for any final changes	Shannon Beaucaire	Completed 12.23.16
Review priorities remaining from 2016 and add for 2017	All	Completed 1.18.17
John Bartlit will continue to reach out to Dr. Kesler.	John Bartlit	Completed 2.15.17
Review Topics Index & web address embedded in Annual Report.	Sarah Chavez Shannon Beaucaire	Completed 2.15.17
At the Feb. Meeting present on ALS epidemiology & the broader picture of ALS, as well as, provide a critical analysis of Dr. Fisher's letter	Dennis O'Mara	Completed 2.15.17
Let Shannon know how much time is needed on the Agenda for Feb. presentation	Dennis O'Mara	Completed 2.15.17
Obtain more information about a person from the National Science Foundation who did grab samples	Mike Williams	No longer Applicable. Remove 3.15.17
Check into Intel assigning a Regulatory Engineering Contact person	Sarah Chavez	Completed 3.15.17
Review Dr. Fisher letter and determine how or how not to respond	All	Completed 3.15.17
Correct EHS Report call numbers from 0 to 1 and send to Shannon for posting on the web.	Sarah Chavez Shannon Beaucaire	Completed 2.22.17
Anyone wanting a marked up version of the topic index that Sarah organized, contact Sarah	All	Completed 3.15.17
The topic index report will be sent with the meeting summary to the group to review after each meeting	Shannon Beaucaire	Completed 2.22.17

The 2016 Annual Report will be posted to the website	Shannon Beaucaire	Completed 2.22.17
Check with Heidi Krapfl on outreach to physicians & report back	Dennis O'Mara	Completed 3.15.17
Summarize potential responses to Dr. Fisher Letter & have group consider for next meeting	Shannon Beaucaire	Completed 3.15.17
Send a weblink to the Corrales Comment article published by Jeff Radford in February on the observations of the CEWG meeting	Dennis O'Mara	Completed 3.26.17
Draft intro letter to Heidi Krapfl, obtain group responses, & email with meeting summary	John Bartlit Shannon Beaucaire All members	Completed 3.30.17
Identify aldehyde pages in ATSDR report & send to Shannon for posting on the website	Mike Williams Shannon Beaucaire	Completed 4.20.17
Discuss progress on Interesting Questions at April Meeting	Mike Williams	Completed 4.19.17
Improve clear, consistent (re)naming and organization of historic documents on the CEWG.	Sarah Chavez	Completed. 5.17.17
Contact SWOP to see if they still have the machine & report back	Lynne Kinnis	Completed 5.17.17
Look into inviting the National Guard presenter to a CEWG Meeting	Dennis O'Mara	Completed 4.26.17
Draft a follow up note to Ann Kelleher & send it around for approval.	John Bartlit	Completed 4.20.17
Send follow up note to Ann Kelleher after approval by CEWG	Shannon Beaucaire	Completed 5.1.17
Email group the 1 page handout drafted by Sarah Chavez for feedback	Shannon Beaucaire	Completed 4.22.17
Send a copy of Dr. Smolinske's email & ATSDR response to question 2 to Dennis O'Mara	Shannon Beaucaire	Completed 5.5.17
Ask Dr. Fisher to contact Dr. Kesler on CEWG's behalf	Sarah Chavez	Completed 6.21.17
Provide Feedback on Sarah Chavez' recommendations about moving files to a new location.	All	Completed 6.21.17
Check mtg. summaries on status of data from the mobile weather station on Camino Los Cerros Road	Sarah Chavez	Completed 6.21.17
Follow up with Sgt. Jackson to acquire his unit's brochure to use in advertising the talk. Put Shannon Beaucaire in touch with the Sgt. to work out presentation logistics.	Dennis O'Mara	Completed 5.22.17
Spread the word about the June talk	Sarah Chavez & Dennis O'Mara	Completed 6.21.17
Ask Carolyn O'Mara review the document from a design perspective	Dennis O'Mara	Completed 7.19.17

Shannon Beaucaire will discuss adding Mike's Interesting Question Update to the July agenda with the agenda team	Shannon Beaucaire	Completed 6.29.17
Supply additional details about the alarm system & secondary containment process regarding the RCRA request	Sarah Chavez	Completed 8.16.17
Send equipment range testing question to S. Beaucaire, share the question with the group. When agreed, S. Beaucaire will send to Sgt. Jackson	Mike Williams Shannon Beaucaire	Completed 8.16.17
Shannon Beaucaire will go back to 2014-13 to see how it was organized and follow suit moving forward in 2017. The focus was on meeting summaries. She would not include agendas, and she would update the Action Item Progress Report after each meeting so it was ongoing. Also, she would update the EHS folders	Shannon Beaucaire	Completed 9.20.17
Email CEWG response to award proposal from Ann Kelleher & include on the subsequent month's agenda	Shannon Beaucaire	Completed 9.20.17
Dennis O'Mara will review <i>Boiling Frogs</i> and other sources to see which chemicals were of most concern to the community.	Dennis O'Mara	Completed 9.20.17
Provide the CEWG with the investigation report of the recent elevated fluoride level incident	Sarah Chavez	Completed 9.20.17
Provide how often the leak detection system was inspected	Sarah Chavez	Completed 9.20.17
Send Mike Williams list of fluorine compounds for review	Dennis O'Mara	Completed 9.20.17
Follow up with Dr. Kesler	Sarah Chavez	Completed 9.20.17
Sarah Chavez will look at EHS Reports from 2012 to see if NMED was referenced.	Sarah Chavez	Completed 9.21.17
Dennis O'Mara will resend the list to Mike Williams, and Mr. Williams will review the list and call Mr. O'Mara about it.	Dennis O'Mara	Completed 9.21.17
John Bartlit will draft a few paragraphs on regulatory engineering for Dennis O'Mara to include with his letter.	John Bartlit	Completed 9.22.17
Shannon Beaucaire will send Sgt. Jackson a short follow up email to touch base.	Shannon Beaucaire	Completed 9.27.17
Shannon Beaucaire will send the response letter Dennis O'Mara received from NMED by email to the group to review and consider.	Shannon Beaucaire	Completed 9.27.17
Group members will send any comments/suggestions on Dennis O'Mara's NMED draft letter within one week.	All	Completed 9.27.17
Inform the CEWG about the outcome of Intel's internal environmental award	Sarah Chavez	Completed 10.18.17
Locate the original document that established the CEWG for wording on the one-page flyer	Sarah Chavez	Completed 10.18.17
Review 1 page flyer, including design changes from Carolyn O'Mara & comments from July meeting, and suggest modifications at August meeting	All	Completed 10.18.17

Peggy Keilman will send information about a small air quality monitoring system that can be purchased online to Shannon Beaucaire.	Peggy Keilman	Completed 11.15.17
John Bartlit will follow up 1 more time with Dr. Kesler	John Bartlit	Completed 11.27.17
Dennis O'Mara will follow up with Sgt. Jackson	Dennis O'Mara	Completed 11.30.17
Jessie Lawrence will reach out to Eduardo Pineda and Lane Kirkpatrick about their CEWG membership.	Jessie Lawrence	Completed 12.15.17