



**WASHINGTON MILITARY DEPARTMENT  
JOINT INSTALLATION SUSTAINABILITY BOARD**

JISB FY20 4<sup>th</sup> Qtr.

12/17/2020

1100-1200



**LOGISTICS**

What: WMD JISB FY20 4<sup>th</sup> Quarter  
Date: 12/17/20  
Time: 1100-1200  
Where: CFMO HQ Bldg. 36 Quartermaster Rd. Camp Murray

Chairperson: COL Daniel Brewer  
Co-Chairperson(s): COL Jonathan Beddall & COL Paul Sellars  
Facilitator: Dr. Susan Vezeau

This document is intended to act as minutes for the WMD Joint Installation Sustainability Board (JISB) FY20 4th quarter meeting. The meeting and materials comply with the requirements of Army Regulation (AR) 200-1 (Environmental Protection and Enhancement).

IAW AR 200-1 the WMD is required to conduct a minimum of four meetings per year with the recommendation to conduct a meeting at least once per quarter. This meeting satisfies the requirements for the 4<sup>TH</sup> quarter.

Information from this meeting will be collected, reviewed, and posted on the appropriate websites, as required by AR 200-1 and the WMD-JISB charter. Information will be part of the official record/document management and filing.

**AUTHORITY**

The WMD-JISB is to serve as the agency's equivalent of the Environmental Quality Control Committee (EQCC) as defined by AR 200-1 by approval of the WMD TAG and with concurrence of the WMD-JISB Chairperson.

**MEETING PROTOCOL**

The WMD-JISB is designed as an open forum format in which Charter members are encouraged to participate and contribute to the meeting's agenda. Questions will be addressed during the meeting at the appropriate time and consistent with the discussed topic. Members are reminded that the WMD-JISB is on a time schedule and questions or requests for additional information may be addressed prior to the meeting, or after the meeting, with the appropriate staff members.

**ATTENDANCE**

Chartered members are required to attend all scheduled meetings or send a delegated representative on their behalf.

## ACCOUNTABILITY

All WMD-JISB members and guests are requested to sign-in on the provided roster. The document registry is a record of who attended the meeting. The sign-in roster, upon completion, will become part of the official meeting notes (virtual meetings will be recorded, with attendees noted, and added to the official record).

Personnel attending the WMD-JISB as representative or alternates from their respective units will be identified and acknowledged on the sign-in roster, or TEAMS meeting recording, as having been present and acting on their unit's behalf.

## OTHER

Members are reminded to please turn their cell phones off or to place their phones on "silent mode" during this meeting (virtual meeting attendees should mute their microphones unless speaking). Incoming calls may be taken, and we ask that you respect other members and answer the call outside of the meeting space.

Topics included in this agenda were prioritized and prepared by the WMD EPO. The EPO Program Manager, Dr. Vezeau, will act as facilitator to ensure adherence to the schedule. Comments and recommendations from the WMD-JISB members are always encouraged. The WMD-JISB Chairperson may, at their discretion, elect to change or modify the agenda as needed. Changes or modifications made at this time will be compiled and noted in the final WMD-JISB minute notes and accompanying slides.

### AGENDA/Meeting Minutes (Meeting was Virtual and Recorded) Access to recorded video on Teams Stream:

<https://web.microsoftstream.com/video/26438d49-0c79-4356-b747-958599be3873>

## 1. Introductions

Started @1100

*(Facilitated by Dr. Susan Vezeau)*

- A. All participants (in person and virtual) were asked to introduce themselves to the group. Describing: "Who you are, what your job is, and what your areas of responsibility are pertaining to Environmental Issues" (There are currently 26 voting members listed on the Charter).

- Voting Board Members in Attendance (11)

Board Members are required to be here, if you cannot attend please send a delegate and they will be noted but will NOT have voting rights.

1. Jonathan Beddall, COL, Chief of Staff on the Army Side, CFMO responsibility for budget and staffing
2. Daniel Brewer, COL, Joint Chief of Staff
3. Jeffrey Cowles, MSG, 205<sup>th</sup> Regimental Command, S4 NCO, Yakima and Camp Murray 205 facilities, D-Unit
4. Christopher Blanco, LTC, WNID Deputy Chief of Staff Personnel, Army G-1, in charge of Human Resources for Army Personnel and Staff, Advisory role that may affect army personnel
5. Jason De La Vega, LTC, State Army Aviation Office, Army and Eval, Assessments
6. Bernadette Petruska, Program and Policy Representative, Coordinate Agency Policy
7. Melanie Rogers, Budget and Financial Office Representative, State Capitol Budget Analyst and State Representative for funding, Capital funding and department liaison for capital projects
8. Alexander Straub, LTC, Judge Advocate General, legal support for environmental concerns, fiscal law reviews
9. Adam Iwaszuk, COL, CFMO Director

10. Robert Wilkinson, MAJ, USP&FO, Materials Management
  11. Paris Purnhagen, Occupational Health, State Industrial Hygiene Technician, Medical surveillance and health programs
  12. Richard Kraft, Army Side Safety Manager for the National Guard
  13. Thomas Blume, Deputy Director, CFMO, State Maintenance and Support Services
  14. Timmie Maturan-Lee, WMD Environmental Team, Acting EMS Coordinator
  15. Susan Vezeau, WMD Environmental Program Manager (CFMO, Camp Murray)
- Non-Voting Guests in Attendance (8)
    1. Bernard Jackson-WMD Energy Manager, role overlaps with non-hazardous waste
    2. Lisa Zolman, Washington Military Department IT Division, State, here to support IT needs or concerns and GIS needs
    3. Michelle Pletcher, Occupational Health Nurse for the Army National Guard, Specialty with Facilities, Industrial Hygiene and Safety Office, Federal
    4. Yvonne Moore, WMD Safety Officer, State
    5. Alan Dorow, WMD CFMO Resource Manager, Federal
    6. William Cooper, Lt G3-5 Army National Guard, Future Planning and work with all entities and civilians, working on initiatives with CFMO for future training areas, fore-structure (where they station people, buildings, or vehicles)
    7. Elizabeth Murphy, WMD Environmental Team
    8. Sachin Saldanha, WMD Environmental Team
    9. Corinne Barker, WMD Environmental Team
  - Absent Board Members (9)
    1. Robert Ezelle, Emergency Management Division representative
    2. Amy Steinhilber, Washington Youth Academy representative
    3. John McKinley, Washington Air National Guard
    4. Joseph Siemandel, MAJ, Public Affairs Office
    5. Kevin McMahan, Major Subordinate Commands, 96th Troop Command
    6. James Matthew, LTC, WMD Deputy Chief of Staff Operations – G#
    7. Jack Mushallo, COL, WMD Deputy Chief of Staff Logistics-G\$
    8. David Polkinghorn, LTC, WMD Logistics0Maintenance-G4M
    9. Matthew Cooper, COL, USP&FO Director
  - VACANT Board Positions (7)
    1. VACANT, State Representative
    2. VACANT, Major Subordinate Command
    3. VACANT, WMD Deputy Chief of Staff Information Management (DCSDOIM)-G6
    4. VACANT, Major Subordinate Commands-81<sup>st</sup> Brigade Command
    5. VACANT, Major Subordinate Commands-66th Aviation Command
    6. VACANT, Joint Forces HQ-MEDCOM
    7. VACANT, Senior State Advisor (Delegated as WMD-JISB State Representative)

## 2. Opening Comments

Started @1115

### A. Joint Chief of Staff Comments

*(COL Brewer)*

The Chairperson will use this time to present his opening comments and, if needed, make any last-minute meeting changes. Additional members of the WMD JISB may be asked to make comments or provide additional information.

Colonel Brewer: *Thank you for being here.*

- B. WMD CFMO Director Comments Started @1118  
(COL Adam Iwaszuk)
- Thomas Blume (speaking on behalf of Adam Iwaszuk): *In the past, the Sustainability Board has not been run in the fashion intended; there was a huge transition in the Environmental Program and Sue is taking this on to reinvigorate the program. The Board meeting today is functioning as re-establishing the program but moving forward we will be more involved with voting and active participation.*
  - Adam Iwaszuk: *This Board Meeting is a quarterly requirement; one which we haven't conducted for the past three quarters. Historically, we've had strong attendance until just before COVID when we restructured the meeting and the agreement. We have our new Environmental Branch Chief now and plan to get the program back on track*

### 3. Environmental Program Overview Started @1121

- A. Air Guard Overview  
(Ms. Cheryl Settle – was not in attendance so this part of the agenda did not take place)
- B. WMD Environmental Program Overview Started @1122  
(Dr. Susan Vezeau – Environmental Program Manager)
- Susan Vezeau - Environmental Program Reorganization and Staffing
  - Elizabeth Murphy – Integrated Natural and Cultural Resources Program Mgr. NEPA, Stormwater
    - Work dominantly on compliance issues with the National Environmental Policy Act and will be interfacing with the board on those topics as well as stormwater pollution.
  - Sachin Saldanha – Compliance and Hazardous Waste Programs Mgr.; Spill Response (signage);
    - Reinstate our Hazardous Waste and Universal Waste programs
  - Corinne Barker – Pest Management Program Mgr., Green Cleaning Plan, Air Emissions Inventory;
    - Support Natural Integrated cultural resource program, Integrated Pest Management Coordinator and will interact with board members the most on this topic.
  - Timmie Maturan-Lee – SWPP & SPCC Plan Updates FY21
    - Brand new to WMD, will be working on EMS, EPAS, Stormwater, Pollution Prevention and Compliance
  - Dustin Wiersma – IT Division, GIS Information Technology Specialist, Stormwater, Cultural Resources,
    - GIS automating reporting technicalities for supporting the environmental program

### 4. Annual Charter Review Started @11:30 (Dr. Susan Vezeau)

- A. Update the name of the board from Joint Installation Sustainability Board (JISB) to the Environmental Quality Control Committee (EQCC), vote to be approved by a show of hands - in person and virtual
- Background: There used to be three different environmental groups; in 2017 it was decided to merge the groups and name it the JISB, but the National Guard Bureau refers to these groups to the EQCC, and the vote was to change the name to be consistent with NGB. There was some confusion as to whether this vote was held in 2019. Decided to vote at this meeting. Results: 11 votes for Yes (including Vezeau, facilitator, and Maturan-Lee, note taker), majority vote was passed.
- B. Update the Charter membership list to include recommend positions (open the floor for recommendations:
- Recommendation received that the WMD Energy Manager (Bernard Jackson) position be included on the Board
  - Thomas Blume: *Who is on the board and why? Why do we need representation from these particular sources? Knowing this will help determine why representation from an energy manager representative matters for voting. This is a topic that will need to be further explored in the next*

*meeting, but Sue has sent the previous charter out by email and will send an updated one before the next meeting.*

- The motion to include the WMD Energy Manager on the EQCC board was approved: 10 votes for Yes (including Vezeau, facilitator, and Maturan-Lee, note taker), majority vote was passed.
- Approval of the addition of the Energy Manager to the charter will need to be further approved by the TAG.

C. Please see TEAMS chat comments listed below regarding the Charter and Voting members:

- Thomas Blume: *“Sue please announce to everyone that this meeting is being recorded.”*
- Lisa Zolman: *“I’m not sure if I am a voting member” EA- I don’t think you are Lisa, and current charter was sent.”*
- Adam Iwaszuk: *the CFMO title on the charter should be “Construction & Facilities Management Office” not what is listed.*
- Yvonne Moore: *“EA, could you clarify if that is State or Federal Safety Office?”*

## 5. Updates on WMD Environmental Policies and Procedures

Started @11:38

A. Previously Updated in FY20

- *Unauthorized Dumping, CFMO 401-09 (9/7/2020)*
- *Green Cleaning Policy, 15-03 (9/7/2020)*
- *Environmental Policy, 10-03, (9/7/2020)*

B. Updates Currently Out for Review

- *Spill Reporting, 10-04 (last reviewed 1/1/2015)*
- *Dangerous Waste Management Plan, CFMO Army Pamphlet 200-1 (last reviewed 2/15/2012)*
- *Hazardous Material Management Program, CFMO Army Pamphlet 200-3 (last reviewed 2/18/2005)*
- *Green Cleaning Management Program, CFMO Army Pamphlet 200-4 (last reviewed 5/17/2017)*

These Policies and Plans have been submitted to the CFMO Director and Deputy Director for review; once their editorial suggestions are accepted, we will submit them to Bernadette who will then send them out to other EQCC Board Members for additional review.

C. Updates in Progress

- *Consolidated Environmental Training, CFMO Army Pamphlet 200-2 (last reviewed 11/16/2001 although there is also a WMD Environmental Training Plan dated 2/15/2010)*

This plan is going to be a major undertaking and requests for assistance may involve several of the EQCC Board Members.

## 6. EPAS Briefing

Started @11:42

*(Dr. Susan Vezeau)*

A. Discuss the current situation and outline the next steps of the EPAS process to correct non-compliance, identified deficiencies, and facilitate continual improvement.

- Compliance and Environmental Performance Assessment System (EPAS) is the responsibility of the EQCC Board, not just of the Environmental Office, for the benefit of the command and the installation. The goal is a continual process of improvement.
- The fall 2019 WAARNG EPAS external assessment has not been closed out due to staffing issues and COVID. EQCC members will be sent a list of those areas found to be out of compliance and are asked to review the findings and work with the Environmental Program Leads to correct the deficiencies relevant to their respective areas. After non-compliant areas are corrected, they will be added to the After-Action Report which will come back to the EQCC for review after it is approved by the CFMO director. Once approved by the EQCC, it gets sent back to the NGB to close out EPAS for 2019. A 2020 internal audit was not conducted. We hope to be back on track in 2021.

- 7. Pressing Issues for the Next Quarterly Meeting** Started @11:51
- *Consolidated Environmental Training*
  - *Spills Training, Signage, and Reporting*
  - *EPAS*
- 8. Proposed Meeting Dates for 2021** Started @11:54
- (Third Thursday of the third month in each quarter)
- *March 18, 2021*
  - *June 17, 2021*
  - *Sept 16, 2021*
  - *Dec 16, 2021*
- 9. Closing Comments** Started @11:55
- *COL Iwaszuk: Appreciates the updates to the policies and updates being made to the Charter. Please distribute and post. Regarding spills, you won't get in trouble if you call; if anything, you will get in trouble if you don't call. Please do your due diligence. Spills can end up going to the Department of Ecology, and we want to resolve things at the lowest level instead of getting others involved if possible. We have some savvy and dedicated environmentalists in our shop. Nothing gets built without environmental. Please collaborate with them, they are here to help.*
  - *COL Beddall: Appreciates the reinvigoration of the EQCC Board.*
- 10. Meeting Adjourned** Ended@12:02
- WMD Environmental Office Contacts  
24 HR Spill Phone: 253-355-4364  
Environmental Office Phone: 253-512-8717