



## Streamlining Meeting Templates and Sampling Observation Notes

### A Note from the Branch Chief

Earth Day, April 22, was a day of national environmental education and action. Memories of the first Earth Day celebration in 1970 remain fresh to some. To others, it's just a random historical event from long before they were born. So, what does Earth Day mean, and is it still relevant to Hoosiers?

Much has changed since the first Earth Day. Since 1970, the environmental footprint of 30% more Hoosiers has greatly increased. Our environment has been substantially improved through increased oversight and management of wastes: smog has been significantly reduced, rivers are now cleaner, and land formerly considered blighted is safely and beneficially being reused. However, without remembering our polluted past, improvements can be taken for granted and become fleeting. Events like Earth Day are the nucleus of remembering, promoting, and having a cleaner and healthier environment. While all Hoosiers currently enjoy the legacy of prior Earth Days, celebrating it forward builds upon those benefits for future generations.

Kevin Davis, Remediation Services Branch Chief

IDEM's Office of Land Quality (OLQ) staff participated in process improvement events to identify customer needs and solutions, streamline report reviews, and improve overall communication with external parties. As part of the continuous improvements, OLQ created four new standard templates for meetings and site visits for use at releases managed by the Petroleum Remediation Services, State Cleanup, and Voluntary Remediation Program. The new meeting and site visit templates ensure consistent and clear project management across the remediation programs and allow for improved communication throughout the lifecycle of a release, from reporting to closure.

IDEM created the **High Priority Release** meeting template to facilitate the initial high priority release meeting. Generally, a release qualifies as high priority when a receptor is in direct contact with release-related chemicals above acceptable exposure levels. Given the immediacy, high priority release meetings should be held within seven days of release discovery. The meeting will be an opportunity to meet with the OLQ and Science Services Branch team (PM, chemist, geologist, risk assessor and/or engineer), discuss agency expectations, a discussion of roles, and OLQ's oversight responsibilities.

The project manager then organizes an **On-Site Visit - Release Investigation** to conduct a site walkthrough, discuss the source and release locations, and any offsite concerns such as problems with gaining off-site property access. The project manager organizes a **Remedy Selection** meeting before a remedy is selected (when necessary to discuss potential remedies and closure strategies). The meeting occurs typically after characterization is complete but prior to the submittal of a remedy selection report. The project team will discuss IDEM expectations and the timeline for the remedy implementation, quarterly monitoring, and completion, as well as potential outcomes for non-compliance. Progress milestones, remedy contingency plans, and the need for Institutional Controls such as ERCs will also be discussed.

Additionally, OLQ created **Sampling Observation Notes (SONs)** to be used by non-chemistry staff when observing sampling activities. SONs provide a systematic approach to sampling observations by utilizing standard sampling requirements for each media. If OLQ staff have specific chemistry-related questions, or observe sampling discrepancies, the information may be used to request a Chemistry Services field audit during a future sampling event.

This new approach will ensure clear expectations are clear to all and help keep projects moving toward a closure that is protective of human health and the environment. The meeting forms will be rolled out summer 2023.

## Notice of Contamination in the Right of Way COMING SOON!

Working in cooperation with the Indiana Department of Transportation (INDOT), IDEM unveiled a new state form, Notice of Contamination in Right of Way [State Form #57324](#). This form will be used to provide a consistent notification method for the presence of contaminated soil and/or groundwater in road Right of Ways (ROWs) and reduce confusion by defining information needs and where this information needs to be submitted.

Since roadways have different managing authorities such as the state, county, or municipalities, notifying the correct road management authority provides valuable information of potential exposures that could be encountered during maintenance or construction. This improved line of communication with the appropriate authority will allow for informed decisions to enhance worker safety, better scope soil disposal needs, and develop a more accurate project budget.

Once completed, the form will be sent to both IDEM and INDOT and any other managing authority. The form provides links to [ArcGIS - My Map](#) to determine if a road is owned by an entity other than INDOT.

IDEM's [Uncontaminated Soil Nonrule Policy Document \(NPD\) \(WASTE-0064-NPD\)](#) should be used to determine the criteria to evaluate soil containing detectable levels of human introduced chemicals and the proper management of such soils. A contaminant summary table, with figures showing the location of contaminants in the ROW, will need to accompany the form. The internal process for using this form is still under development and will be rolled out soon. Check with your assigned PM for more information.

## DID YOU KNOW?

### New Project Managers in VRP

Many new faces joined IDEM's Voluntary Remediation Program (VRP) in 2022 as program managers (PMs). Our PMs provide the needed assistance to conquer the increasing workload in VRP. Please help us welcome:

**Erica Adams** began working with VRP in May 2022. Erica earned a B.S. in Animal Behavior at Indiana University. After college, she worked at a vet clinic and an animal shelter while obtaining an Environmental Policy & Sustainability Certificate from the O'Neill School of Public & Environmental Affairs (IUPUI).

**Chelsea Day** started with VRP in January 2022. She graduated from IU (Bloomington) with a double major in Environmental and Sustainability Studies and Geography. Chelsea worked as a senior research assistant and interned for a community in Indiana, as a city planner and GIS tech after graduating.

**Claire Fredin** first joined IDEM as an intern with the Office of Land Quality in Summer 2021. After earning a M.P.A. in Environmental Policy and Natural Resource Management from IU (Bloomington) in 2022, she returned to IDEM to work as a project manager for VRP.

**Chad Pitcher** joined VRP in December 2022 from INDOT. He has 28+ years of experience in the environmental field including 26 years in working for the private sector. He earned a B.S. in Environmental Science & Management from IU (Bloomington) and holds a Certified Hazardous Materials Manager certification.

### HELLOS and GOODBYES

Please help us welcome Mike Habeck back to the Remediation Services Branch (RSB). Mike has returned after years of toiling in seclusion whilst crafting and taming the epic 2022 Risk-based Closure Guide! His vast knowledge of chemistry, risk, VRP, and other programs will be instrumental in developing new training and guidance for all OLQ's staff.

**Sam Schreiner** graduated from IU (Bloomington) with a B.S. in Geological Sciences. She began working as an environmental consultant in 2017 and earned her Professional Geologist license in 2022. Sam joined VRP in December 2022.

**Rachel Taylor** joined VRP as a Senior Environmental Manager in October of 2022. She earned her B.S. from Ball State University and her M.S. from Wright State University where she wrote her thesis on nonlinear geophysics. Rachel worked as a consultant and is a Licensed Professional Geologist (LPG) for Indiana and Registered Geologist (RG) for Washington.