



STATE OF WASHINGTON
DEPARTMENT OF COMMERCE

1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • 360-725-4000
www.commerce.wa.gov

Hanford Healthy Energy Workers Board meeting #2

Tuesday September 15, 2020

10:00 am – 12:00 pm

Meeting held virtually by phone and video call.

Membership

| Name | Organization | Attendance |
|--------------------------|---|------------|
| Marty Cohen (co-chair) | UW Department of Environmental & Occupation Health Sciences | Present |
| Nick Bumpaous (co-chair) | Central Washington Building Trades Council | Present |
| Mike Means | Department of Health | Present |
| Dianne Whitten | Hanford Atomic Metal Trades Council (HAMTC) | Present |
| Esi Nkyekyer | Harborview Medical Center | Present |
| Nicholas Reul | Washington State Labor & Industries | Present |
| Randy Walli | UA Local 598 Plumbers and Steamfitters | Present |
| Jason Sprowl | Hanford Workforce Engagement Center | Present |
| Mark Riker | Washington State Building and Construction Trades Council | Absent |
| Steve Maki | Volpentest Hazardous Materials Management and Emergency Response (HAMMER) Federal Training Facility | Absent |

Alternates, guests and staff – Earl Fordham, Sean Ardussi, Alice Zillah

1. Opening, welcome and introductions
2. Healthy Energy Workers Board Updates

For more information email hanford@commerce.wa.gov or visit the project website at <http://www.commerce.wa.gov/hanford-healthy-energy-workers-board/>



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Public involvement

Sean provides an overview of efforts that Commerce is taking to engage the public and get the word out regarding the work of this board. Methods that will be used include the following:

- Public comment - Opportunity will be provided for public comment during meetings, either directly using the conference platform or by email and provided to board members directly. Interested members of the public are encouraged to contact Commerce directly at hanford@commerce.wa.gov.
- Email notification – Interested parties may sign up for meeting and project notifications at hanford@commerce.wa.gov and directly on the project website.
- Commerce website and social media – Commerce has a dedicated website for this project at <http://www.commerce.wa.gov/hanford-healthy-energy-workers-board/>.
- Social media - Commerce may provide periodic project updates through social media.
- Media outreach – Commerce will provide notification regarding this project to local news media in the tri-cities area.
- Targeted outreach – As Commerce and members of the board become aware of organizations, groups, or other parties with an interest in project outcomes, Commerce will reach out to engage and look for ways to involve them in the process.

Additionally, members of the board are encouraged to get the word out among colleagues and groups they may participate in where there may be an interest in this project.

Meeting minutes

In reviewing the meeting minutes from August 18, two spelling corrections were pointed out. Additionally, a request was made to call out the discussion related to the desire of board members to work on public engagement.

Recommended action: Adopt meeting minutes from August 18.

A motion to adopt the meeting minutes with these changes was moved by Marty Cohen and seconded by Nick Bumpaus. The motion passed unanimously.

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3. Draft Request for Proposals for Contractor Services

Sean leads a discussion related to the substantive language used in the draft RFP for consultant services to assist the board in meeting the requirements as detailed in the legislative proviso. Key areas of the discussion are summarized below.

Minimum vs desired qualifications

The board discusses the merits of including specific qualifications in the RFP related to experience with situations unique to the Hanford site. The procurement team had proposed different qualifications to look for. Jason Sprowl submitted detailed technical experience as suggested qualifications. The board considered that the inclusion of many specific technical areas of knowledge in the desired qualifications list could serve to deter otherwise qualified contractors. On the other hand, without referencing these qualifications, the board may not receive proposals that address the unique problems associated with Hanford. Jason expressed the need to have this final report be a product that considers Hanford specifically. Language changes are proposed in the RFP that would provide examples of the kinds of desired technical knowledge or that the contractor demonstrate the ability to become familiar with those elements to produce the report.

Experience specific to Hanford

The board discusses concerns that a contractor may produce a report that looks at established examples in the field of occupational health elsewhere from Hanford that may not be applicable. Board members recommended the section on project objectives be modified to reflect a desire for the report to take a comprehensive approach to developing recommendations that are not limited to the current regulatory standards but should include and examination of any current best practices in use that would apply specifically to the Hanford site.

Direction to contractor regarding draft vs. final reports for research purposes

The board discussed the nature of existing reports from Department of Energy, other government agencies and nonprofits or think-tanks that may have conducted previous research on this topic. There is a desire among some members to have the contractor examine draft reports in addition to final reports. No decision was made to recommend that proposals be drafted to examine draft reports in addition to final reports as part of the final research used in the final report to the legislature.

Conflicts of interest

The board discusses the desire to have a contractor that does not have a real or perceived conflict of interest related to previous work done for the Department of Energy.

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The board considers that potential contractors may have already contracted with Department of Energy and depending on the nature of the work, there could be either a real or perceived conflict of interest. Including restrictive language in the RFP could unintentionally discourage contractors that have done any work for Department of Energy in the past. Furthermore, conflicts of interest are hard to define in the project criteria. The board decides to have contractors identify previous reports that they have been a part of when the proposal is submitted. Additionally, language is included to indicate a desire for a contractor that has the ability to develop independent findings and recommendations.

The board discusses the procurement timeline and the legal requirements that must be met. With this timeline, it may be possible to have a contractor available shortly before the November meeting.

Recommended action: Approve substantive language to be used in the RFP

Mike Means moves to approve the substantive language to be used in the RFP with Sean making edits and corrections based on the points identified during the discussion. The motion is seconded by Jason Sprowl. The motion is approved unanimously.

4. Next steps

Sean brings to the board's attention that the next regular meeting scheduled on October 20 will be during the middle of the procurement evaluation process and that there will not be any need to meet as a board. Sean proposes that the board cancel the October meeting and that the procurement team keep that time reserved to conduct the evaluation.

Nick Bumpaous moves to cancel the October meeting and to reconvene as a board in November. The motion is seconded by Mike Means. The motion is approved unanimously.

5. Public comment

No members of the public provided comment.