Subcommittee Guidance

Subcommittee 5
Tiers

Scope: This subcommittee should evaluate the following:

After a release has been characterized, if immediate action has not fully remediated a release, such release will be placed into a tier.

Placement into a tier should include consideration of who will supervise a clean-up (i.e., trained employee, spill contractor, LEP, or the Commissioner), the factors that will impact the applicable tier of any release, such as risks to public health and the environment, impact to groundwater and other natural resources, and degree of removal of pollution, the demonstration that remediation of that release has been complete (closure document, verification, another endpoint), the timeframe to complete clean-up and how timing impacts a tier.

Will placement in certain tiers require clean-ups to be completed more quickly?

Discuss the conceptual framework for what factors should be used to determine into which tier a release should be placed and whether different factors need to be identified for releases discovered when they occur or later.

Deliverable: A concept paper, or concept papers if consensus is not reached, that present concepts responsive to the questions identified above to advise the Department when drafting regulations concerning tiers.

First Meeting Tasks:

- DEEP will introduce staff assigned to assist subcommittee and explain their role.
- Subcommittee members select two (2) subcommittee leads.
- Verify accuracy of contact information for all subcommittee members.
- Discuss the scope provided, and identify any questions regarding the scope.
- Identify a process for presenting and discussing concepts to be included in concept paper(s).
- Set a schedule for future subcommittee meetings (subcommittee must meet at least monthly).
- Identify topics for discussion at the next subcommittee meeting.

Subcommittee Ground Rules

1. Subcommittee time belongs to the subcommittee.

2. Every member participates.

3. All ideas deserve discussion.

4. Listen and ask questions.

5. Be respectful and courteous.

6. Stay on topic.

7. Work to understand every team member's perspective in order to better comprehend the motivation behind each concept put forth.

8. Meet deadlines and commitments.

9. Let people finish – no interruptions.

10. Ensure that all ideas requiring further evaluation are tracked for future discussion.