

# **FAIRCHILD AIR FORCE BASE CHARTER FOR RESTORATION ADVISORY BOARD**

## **I. NAME**

This organization shall be known as the Fairchild Air Force Base Installation Restoration Program Restoration Advisory Board. The Fairchild Restoration Advisory Board will fulfill all requirements of 10 USC Section 2705(c) for Technical Review Committees at U.S. Department of Defense Installations.

The Restoration Advisory Board charter, herein referred to as "the charter," is entered into by Fairchild Air Force Base and the Restoration Advisory Board community co-chair, representing the membership of the Fairchild Restoration Advisory Board.

## **II. PURPOSE AND FUNCTION OF THE RESTORATION ADVISORY BOARD**

A. The purpose of the Restoration Advisory Board is to promote community awareness and obtain constructive community review and comment on environmental restoration actions in the overall cleanup of Fairchild Air Force Base. The Restoration Advisory Board will facilitate communication and disseminate information about the installation, ensure opinions about environmental restoration reflect diverse interests within the community by

providing an opportunity for comment on actions and proposed activities taken by Fairchild Air Force Base under the Installation Restoration Program; and facilitate regulatory and public participation consistent with applicable laws. The Restoration Advisory Board serves in an advisory capacity to Fairchild Air Force Base, the U.S. Environmental Protection Agency Region 10 (EPA), and the Washington State Department of Ecology (Ecology).

B. The Air Force has developed a Community Relations Plan which outlines the base's community involvement program. The Restoration advisory Board supplements the community involvement program. A copy of the plan is available at the information repositories established at the Spokane Falls Community College Library and City of Airway Heights City Hall.

## **III. BASIS AND AUTHORITY FOR CHARTER**

The basis and authority for this charter are contained in the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) of 1980, as amended by the Superfund Amendment and Reauthorization Act (SARA) of 1986, particularly Sections 120(a), 120(f), and

121(l), and 10 USC 2705, enacted by Section 211 of SARA.

#### **IV. MEMBERSHIP**

A. Individual community members are expected to reside in the Inland Northwest or currently work or live on Fairchild Air Force Base.

B. Government agencies, community groups, citizens, and special interest groups may be nominated to the Restoration Advisory Board. Once accepted to the Restoration Advisory Board, a term of two (2) years is expected. After two years, members may continue to serve additional two-year terms, if nominated and appointed, until Restoration Advisory Board termination (as long as they continue to meet criteria stated in Section IV of this charter). Additional membership nominations can be made at any time; however priority will be given to those nominations that clearly enhance the diverse nature of the membership. Nominations are approved by a majority vote of the Restoration Advisory Board members present at the meeting whereat the nomination is made. The total membership of the board will not exceed 21.

C. Members shall serve without compensation. All expenses incident to travel and review inputs shall be borne by the respective members or their organizations.

D. Members are expected to attend all Restoration Advisory Board meetings or send an approved alternate. Board members can also provide input to the board by fax if absence is unavoidable. If a member fails to participate or send an alternate to two consecutive meetings, the Restoration Advisory Board co-chairs may ask the member to resign.

E. Members should be willing to communicate with local community members and interest groups concerned with specific base cleanup issues. Members will serve as a direct and reliable conduit for information flow to and from the community. To improve communication between the public and Restoration Advisory Board, members names, addresses and telephone numbers will be made available to the public and listed in meeting minutes.

F. Members unable to continue to fully participate shall submit their resignations in writing to either of the Restoration Advisory Board co-chairs. Resigning members may nominate new members to replace them for a full two-year term.

#### **V. RESTORATION ADVISORY BOARD STRUCTURE**

A. The restoration Advisory Board shall be co-chaired by 92 ARW, Vice Commander, or an appointed base representative from Fairchild Air Force Base, and a community member. The

responsibility for presiding over each meeting will be shared between the co-chairs.

B. The community co-chair will be selected by a simple majority vote of the Restoration Advisory Board community members present. The Restoration Advisory Board community co-chair will serve a 24-month term. The community co-chair may serve more than one term, if approved by the Restoration Advisory Board community members.

C. The Restoration Advisory Board membership is responsible for terminating the community co-chair if that person is found to be ineffective or detrimental to the progress of the Restoration Advisory Board. Co-chair removal is determined by majority vote of the Restoration Advisory Board community members present at the meeting at which the removal is placed on the Board agenda.

D. The Restoration Advisory Board shall meet quarterly, preferably at an off-base location. Preferably, one site shall be continuously used. More frequent meetings may be held, if deemed necessary by the Restoration Advisory Board. Board meeting times will be at 9:00 a.m. or 1:00 p.m. unless specifically altered by the board as a special consideration.

E. Agenda items will be compiled by the co-chairs. The agenda will clearly state the task, purpose and expected goal for

each item. Suggested topics will be given to the co-chairs not later than two (2) weeks prior to the meeting. Base Environmental staff shall be responsible for providing written notification one week in advance to all Restoration Advisory Board members. Notification will include the upcoming agenda, and the date, time and place of the scheduled Restoration Advisory Board meetings. Each agenda will dedicate appropriate time for discussion and development of Restoration Advisory Board administrative procedures. All Restoration Advisory Board meetings will be open to the general public and to the news media and allow at least 15 minutes of opportunity for public input at the conclusion of board business.

F. Base Environmental staff shall be responsible for recording and disseminating meeting minutes. A written list of attendees at each meeting will be recorded and incorporated into meeting minutes. Action items will be included in the minutes for the Restoration Advisory Board at which they are assigned. Progress on each action item will be briefed at each Restoration Advisory Board meeting. Until an action item is closed, the written response/progress will be included in meeting minutes.

G. Restoration Advisory Board members will be asked to review and comment on various environmental restoration documents. Restoration Advisory Board members may submit written or verbal

comments to the community co-chair on the subject documents within the time frame specified on each action. Review time will normally be not less than 20 days. The community co-chair will consolidate comments from the members and provide them to the Restoration Advisory Board for consideration.

H. Final documents, members' comments reviewed by the Restoration Advisory Board, responses to action items, and Restoration Advisory Board meeting minutes will become part of the Administrative Record.

I. Fairchild Air Force Base has established two information repositories for all public documents relating to restoration activities. These repositories are located at the Spokane Falls Community College Library and City of Airway Heights City Hall. Board members are authorized access to any documents, studies, or information which have been placed in the public repositories or distributed at Restoration Advisory Board meetings. In addition, the Restoration Advisory Board community co-chair will be provided three complete copies of draft preliminary assessment/site investigation, remedial investigation, focused feasibility study and feasibility study documents for review and/or dissemination at the same time they are provided to state and federal regulators. One copy of all other draft documents will be provided to the community co-chair at the same time they are provided to the

regulators. The co-chair shall make these documents accessible to the Restoration Advisory Board community members.

## **VI. EFFECTIVE DATE AND AMENDMENTS**

A. The effective date of this charter shall be the date that the board came to a majority approval of those present at the meeting..

B. This charter may be amended by a two-thirds majority vote of the members present at the meeting following the one in which the amendment was proposed. Amendments must be consistent with Fairchild Air Force Base agreements with state and federal regulatory agencies and the statutes stated in Section II of the charter (Basis and Authority for Charter).

## **VII. TERMINATION**

This charter will be terminated upon completion of requirements as stated in applicable state and federal agreements. However, after implementation of the final remedial design, it may be terminated earlier upon a majority vote of the Restoration Advisory Board membership present or at the direction of the base co-chair.

## VII. TERMINATION

This charter will be terminated upon completion of requirements as stated in applicable state and federal agreements. However, after implementation of the final remedial design, it may be terminated earlier upon a two-thirds majority vote of the Restoration Advisory Board membership (or at the direction of the base co-chair).

## VIII. SIGNATORIES TO THE RESTORATION ADVISORY BOARD CHARTER

IN WITNESS WHEREOF, we have set our hand this 13<sup>th</sup> day of April, 1995.

Walter R. Dill  
Walter R. Dill, Colonel, USAF  
92 ARW Vice Commander  
Restoration Advisory Board Co-Chairman

Robert D. L. Lando  
Community Board Member  
Restoration Advisory Board Co-Chairman

Mallur R. Nandagopal  
Community Board Member (MALLUR R. NANDAGOPAL)  
Anthony M. Marino  
Community Board Member

Anita Jarvis  
Community Board Member

Eleanor Ahlf  
Community Board Member

Charles Gumenfelder  
Community Board Member

Thord R. Brewer  
Community Board Member

Steven P. Holdersby  
Community Board Member

Scott Link  
Community Board Member

Darrel R. Spiering  
Community Board Member

Carmi Grandinetti  
Community Board Member

Steve J. Samuel  
Community Board Member

James A. McKee  
Community Board Member

Sharon Stearns  
Community Board Member

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