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**MEETING MINUTES**

**USEPA/DOE-FN**

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**LETTER**



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
REGION 5  
77 WEST JACKSON BOULEVARD  
CHICAGO, IL 60604-3590

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REPLY TO THE ATTENTION OF:

MAR 17 1993

Mr. Jack R. Craig  
United States Department of Energy  
Feed Materials Production Center  
Cincinnati, Ohio 45239-8705

HRE-8J

RE: Meeting Minutes

Dear Mr. Craig:

In a letter dated February 26, 1993, the United States Department of Energy (U.S. DOE) submitted minutes of the February 18, 1993, meeting regarding Operable Unit 3. U.S. DOE stated that the objective of the meeting minutes is to outline issues and document commitments. The United States Environmental Protection Agency (U.S. EPA) does not believe that it is appropriate to make an official record of informal meetings. Therefore, U.S. EPA will not review or comment on these minutes or those of any other informal meeting.

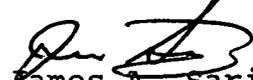
The benefit of holding frequent and informal meetings between U.S. DOE and U.S. EPA is the free exchange of information and ideas. Creating an official record of these informal discussions would almost certainly inhibit discussion. Whatever benefits creating an official record may bring are certainly outweighed by the disadvantages associated with restricted communication between the parties.

Therefore, it is U.S. EPA's position that the February 18, 1993, meeting minutes and any other such minutes reflect only U.S. DOE's view. As a result, it would not be reasonable for U.S. DOE to rely on meeting minutes as documenting U.S. EPA's views or commitments. Alternatively, we suggest that when U.S. DOE is uncertain as to U.S. EPA's position on a particular issue, it first seek clarification through informal discussions and second, for critical issues only, written correspondence.

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If you have any questions regarding this matter, please call me at (312) 886-0992.

Sincerely,



James A. Saric  
Remedial Project Manager

cc: Graham Mitchell, OEPA-SWDO  
Pat Whitfield, U.S. DOE-HQ  
Nick Kaufman, FERMCO  
Jim Thiesing, FERMCO  
Paul Clay, FERMCO