

FINAL
COMMUNITY RELATIONS PLAN FOR THE
RAVENNA ARMY AMMUNITION PLANT RESTORATION PROGRAM IN
PORTAGE AND TRUMBULL COUNTIES, OHIO

Contract No. W912QR-13-C-0031

Prepared for:



United States Army Corps of Engineers
Louisville District

Prepared by:



VISTA Sciences Corporation

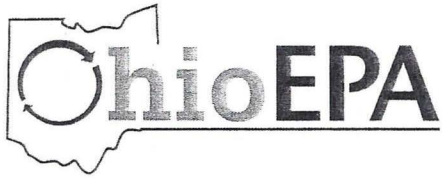
February 4, 2015

REPORT DOCUMENTATION PAGE*Form Approved
OMB No. 0704-0188*

The public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0704-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

PLEASE DO NOT RETURN YOUR FORM TO THE ABOVE ADDRESS.

1. REPORT DATE (DD-MM-YYYY)		2. REPORT TYPE		3. DATES COVERED (From - To)	
4. TITLE AND SUBTITLE				5a. CONTRACT NUMBER	
				5b. GRANT NUMBER	
				5c. PROGRAM ELEMENT NUMBER	
6. AUTHOR(S)				5d. PROJECT NUMBER	
				5e. TASK NUMBER	
				5f. WORK UNIT NUMBER	
7. PERFORMING ORGANIZATION NAME(S) AND ADDRESS(ES)				8. PERFORMING ORGANIZATION REPORT NUMBER	
9. SPONSORING/MONITORING AGENCY NAME(S) AND ADDRESS(ES)				10. SPONSOR/MONITOR'S ACRONYM(S)	
				11. SPONSOR/MONITOR'S REPORT NUMBER(S)	
12. DISTRIBUTION/AVAILABILITY STATEMENT					
13. SUPPLEMENTARY NOTES					
14. ABSTRACT					
15. SUBJECT TERMS					
16. SECURITY CLASSIFICATION OF:			17. LIMITATION OF ABSTRACT	18. NUMBER OF PAGES	19a. NAME OF RESPONSIBLE PERSON
a. REPORT	b. ABSTRACT	c. THIS PAGE			19b. TELEPHONE NUMBER (Include area code)



John R. Kasich, Governor
Mary Taylor, Lt. Governor
Craig W. Butler, Director

February 6, 2015

**Re: US Army Ravenna Ammunition Plt RVAAP
Remediation Response
Project Records
Remedial Response
Portage County
267000859**

Mr. Mark Leeper
Army National Guard Directorate
ARNGD-ILE Clean Up
111 South George Mason Drive
Arlington, VA 22204

**Subject: Ravenna Army Ammunition Plant Portage/Trumbull Counties,
Acknowledgement Letter, Final Community Relations Plan for the
RVAAP Restoration Program, Dated February 4, 2015, Ohio EPA ID #
267-000859-059, Site-Wide IRP Activities**

Dear Mr. Leeper:

The Ohio Environmental Protection Agency (Ohio EPA), Division of Environmental Response and Revitalization (DERR), received the "Updated Final Community Relations Plan, RVAAP Restoration Program, Portage and Trumbull Counties, Ohio," on February 4, 2015. The Document was submitted by Vista Sciences Corporation on behalf of the US Army Corp of Engineers (USACE) - Louisville District, under contract No. W912QR-12-C--0031. It is dated February 4, 2015.

Ohio EPA conducted a review of this updated document and concurs with the document, as amended.

If you have questions or concerns, please contact me at (330) 963-1218.

Sincerely,

Rod Beals, Manager
Division of Environmental Response and Revitalization

KP/nvr

cc: Katie Tait, OHARNG RTLS
Kevin Sedlak, ARNG

Rebecca Haney/Gail Harris, Vista Sciences Corp.
Gregory F. Moore, USACE

ec: Justin Burke, CO, DERR

Kevin Palombo, NEDO, DERR





John R. Kasich, Governor
Mary Taylor, Lt. Governor
Craig W. Butler, Director

August 4, 2014

Mr. Brett Merkel
Army Nation Guard Directorate
ARNGD-ILE Clean Up
111 South George Mason
Arlington, VA 22203

Re: Draft Community Relations Plan for the RVAAP – 267-000859-059; RVAAP - Site-Wide IRP Activities.

Dear Mr. Merkel:

On August 1, 2014, the Army Team forwarded to the Ohio Environmental Protection Agency (Ohio EPA), the "Final Community Relations Plan for the Ravenna Army Ammunition Plant Restoration Program in Portage and Trumbull Counties, Ohio", Contract No. W912QR-12-C-0031, dated August 1, 2014. The document was prepared by Vista Sciences Corporation on behalf of the Army. Ohio EPA conducted a review of the document and concurs with the document, as amended, to address the comment from the July 7, 2014, letter.

If you have any questions or concern, please feel free to contact me at (330) 963-1160.

Sincerely,

Nancy Zikmanis, CHMM
Environmental Supervisor

NZ/nvr

cc: Kevin Sedlak/Katie Tait, RVAAP National Guard
Gail Harris/Becky Haney, Vista
Greg Moore, USACE Louisville

ec: Justin Burke, CO, DERR
Rod Beals, NEDO, DERR

08-07-2014
E-MAILED
RNH

Scanned

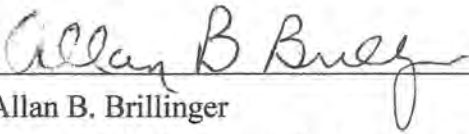
By: [Signature]
Date: 08-07-2014

Northeast District Office • 2110 East Aurora Road • Twinsburg, OH 44087-1924
www.epa.ohio.gov • (330) 963-1200 • (330) 487-0769 (fax)

RECEIVED
08-07-2014

CONTRACTOR STATEMENT OF INDEPENDENT TECHNICAL REVIEW

Vista Sciences Corporation (VSC) has completed preparation of the *FINAL Community Relations Plan for the Ravenna Army Ammunition Plan Restoration Program in Portage and Trumbull Counties, Ohio*. Notice is hereby given, that an independent technical review has been conducted that is appropriate to the level of risk and complexity inherent in the project. During the independent technical review, compliance with established policy principles, and procedures, utilizing justified and valid assumptions, was verified. This included review of data quality objectives; technical assumptions; method, procedures and materials to be used; the appropriateness of the data used, and level of data obtained; and reasonableness of the results, including whether the product meets the customer's needs consistent with law and existing US Army Corp of Engineer (USACE) policy.



Allan B. Brillinger

Independent Technical Review Team Leader

7-31-14

Date

FINAL
COMMUNITY RELATIONS PLAN FOR THE
RAVENNA ARMY AMMUNITION PLANT RESTORATION PROGRAM IN
PORTAGE AND TRUMBULL COUNTIES, OHIO

Contract No. W912QR-13-C-0031

Prepared for:



**United States Army Corps of Engineers,
Louisville District**

Prepared by:



VISTA Sciences Corporation
Camp Ravenna
1438 State Rte. 534 SW
Newton Falls, Ohio

February 4, 2015

DOCUMENT DISTRIBUTION
For the
Final Community Relations Plan
RVAAP Restoration Program
Portage and Trumbull Counties, Ohio

Name/Organization	Number of Printed Copies	Number of Electronic Copies
Mark Leeper, ARNG	0	1
Kevin Sedlak, ARNG	0	0
Katie Tait, OHARNG	0	0
Kevin Palumbo, Ohio EPA – NEDO – DERR	1	3
Rod Beals, Ohio EPA – NEDO – DERR	0	0
Justin Burke, Ohio EPA Central Office	0	0
Quyet C. La, USACE - Louisville District		1
Administrative Records Manager - IRP	2	2

ARNG = Army National Guard

OHARNG = Ohio Army National Guard

Ohio EPA-NEDO-DERR = Ohio Environmental Protection Agency-Northeast District Office-Department of Environmental Response and Revitalization

USACE = United States Army Corps of Engineers

IRP = Installation Restoration Program

Table of Contents

SECTION 1.0	COMMUNITY RELATIONS PLAN OVERVIEW	1
SECTION 2.0	FACILITY LOCATION AND HISTORY	2
2.1	Facility Location	2
2.2	Facility History.....	2
2.3	Previous Site Investigation Activities	2
2.3.1	Installation Restoration Program (IRP)	3
2.3.2	Military Munitions Response Program (MMRP)	3
2.3.3	Compliance-related Cleanup Program (CC).....	3
2.3.4	Other Investigations	3
2.4	Current and Ongoing Activities	4
SECTION 3.0	PUBLIC BACKGROUND.....	5
3.1	Portage and Trumbull Counties History and Demographics	5
3.2	Chronology of Public Involvement	5
3.3	Historical Public Concerns.....	6
SECTION 4.0	COMMUNICATIONS TECHNIQUES AND ACTIONS	7
4.1	Installation Action Plan.....	7
4.2	Restoration Advisory Board (RAB).....	7
4.3	Information Repository and Administrative Record File.....	8
4.4	Community Relations Plan (CRP)	8
4.5	Website.....	8
4.6	Information Packets and Fact Sheets	9
4.7	News Releases and Press Conferences.....	9
4.7.1	Media Kit	9
SECTION 5.0	REFERENCES	11

Appendices

Appendix A - Government Officials	12
Appendix B - Regulatory Agencies	18
Appendix C - Restoration Advisory Board Members	20
Appendix D - Media List	21
Appendix E - Meeting Locations	23
Appendix F - Repositories and Administrative Record	24
Appendix G - Telephone Interview Questionnaire	25
Appendix H - Restoration Advisory Board Interest Survey	28
Appendix I - Examples of News Releases.	30

ACRONYMS AND ABBREVIATIONS

AOC	Area of Concern
ARNG	Army National Guard
Camp Ravenna	Camp Ravenna Joint Military Training Center
CC	Compliance-related Cleanup Program
CERCLA	Comprehensive Environmental Response, Compensation and Liability Act
COPC	Contaminant of Potential Concern
CRP	Community Relations Plan
DD	Decision Documents
DOD	Department of Defense
EPA	Environmental Protection Agency
FS	Feasibility Studies
HRR	Historical Records Review
IAP	Installation Action Plan
IRA	Interim Remedial Action
IRP	Installation Restoration Program
LTC	Lieutenant Colonel
LUC	Land Use Control
MMRP	Military Munitions Response Program
MRS	Munitions Response Site
NPDES	National Pollutant Discharge Elimination System
OB/OD	Open Burning/Open Detonation
OHARNG	Ohio Army National Guard
PAH	Polycyclic Aromatic Hydrocarbons
PBA	Performance Based Acquisition
PMP	Property Management Plan
PP	Proposed Plan
QHEI	Qualitative Habitat Evaluation Index
RA	Remedial Action
RAB	Restoration Advisory Board
RCRA	Resource Conservation and Recovery Act
RC	Remedial Closure
RI	Remedial Investigation
ROD	Record of Decision
RVAAP	Ravenna Army Ammunition Plant
SARA	Superfund Amendments and Reauthorization Act
SI	Site Inspection
SVOC	Semi-Volatile Organic Compound
TAPP	Technical Assistance for Public Participation

ACRONYMS AND ABBREVIATIONS, cont.

U.S.	United States
USACE	United States Army Corps of Engineers
USP&FO	United States Property and Fiscal Office
UXO	Unexploded Ordnance
VOC	Volatile Organic Compound

SECTION 1.0 COMMUNITY RELATIONS PLAN OVERVIEW

This Community Relations Plan (CRP) was developed to promote public awareness and participation concerning the cleanup activities for the Ravenna Army Ammunition Plant (RVAAP) restoration program, and to document the procedures and resources used to accomplish these goals. This CRP is prepared and published on behalf of the Army National Guard (ARNG) under the federal guidelines established by the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) and the Superfund Amendments and Reauthorization Act (SARA). It is the intention of the Army National Guard and Ohio Army National Guard (OHARNG) to develop and maintain a climate of trust through proactive interaction with the public by assuring stakeholders that personal safety and environmental integrity is their highest priority. To ensure community members are informed of actions associated with cleanup activities, ARNG has established informational venues through the media, designated local document repositories, and provided the Administrative Record at the facility and on the public website, www.rvaap.org. In order to provide opportunities for public participation in the restoration process, a Restoration Advisory Board (RAB) has been established which enables the public to comment and voice their concerns. Public meetings can also be scheduled to present and discuss Proposed Plans (documents that present remedial and/or site investigation plans). Periodic public tours of the facility are also utilized to allow the public an opportunity to see Areas of Concern (AOCs) or Munitions Response Sites (MRSs) in the restoration process.

This CRP contains four sections along with eight supporting appendices.

- Section 1.0 provides a brief overview of the cleanup program goals.
- Section 2.0 presents information about the site, its description and location, its history, and past and current cleanup activities.
- Section 3.0 presents information on the community profile, the chronology of public involvement, and key public concerns.
- Section 4.0 contains information about the communication techniques and actions to be implemented in regards to public awareness and participation.
- Section 5.0 contains the references.

Appendices A thru D list contact information for:

- Government officials,
- Regulatory agencies,
- Local newspapers, television and radio stations, and
- A list of RAB members.

Appendices E and F give the locations for:

- RAB meetings,
- The names and location of the designated local repositories, and
- The location of the administrative record files.

Appendix G provides a questionnaire template for conducting a telephone interview with public stakeholders in regards to their awareness of the restoration cleanup activities. Appendix H provides the interest survey utilized by the RAB in selecting new or replacement board members. Appendix I contains examples of news releases.

SECTION 2.0 FACILITY LOCATION AND HISTORY

2.1 Facility Location

The former RVAAP, now known as the Camp Ravenna Joint Military Training Center (Camp Ravenna), located in northeastern Ohio within Portage and Trumbull counties, is approximately three (3) miles east/northeast of the City of Ravenna and one (1) mile north/northwest of the City of Newton Falls. The facility is approximately 11 miles long and 3.5 miles wide. The facility is bounded by State Route 5, the Michael J. Kirwan Reservoir, and the CSX System Railroad to the south; Garret, McCormick, and Berry Roads to the west; the Norfolk Southern Railroad to the north; and State Route 534 to the east. In addition, the facility is surrounded by the communities of Windham, Garrettsville, Charlestown, and Wayland.

Administrative accountability for the 21,683-acre facility has been transferred to the United States Property and Fiscal Office (USP&FO) for Ohio and subsequently licensed to the OHARNG for use as a military training site, Camp Ravenna. The RVAAP restoration program involves cleanup of former production/operational areas throughout the facility related to former activities conducted under the RVAAP. The restoration program is currently managed by the ARNG with support from the OHARNG.

2.2 Facility History

The contamination at the facility originated from past industrial activities associated with the assembly and the demilitarization of large caliber projectiles, general-purpose bombs, and parts for these munitions. The industrial operations at the former RVAAP consisted of twelve production areas known as load lines.

Load Lines 1 through 4 (melt-pour lines) were the primary sources of secondary explosives contamination while Load Lines 1 and 12 were used for demilitarization of projectiles. Load Line 1 was also used to produce and recondition anti-tank mines. Workers would periodically use steam and hot water to hose down equipment, plus the floors and walls of buildings contaminated with explosive dust, spills, and residues left behind from chemical vapors. The explosive-contaminated water from the cleaning, known as pink water, then drained out doorways and through floor drains onto the soils surrounding the buildings or was discharged into open ditches or ponds after being filtered through sawdust to remove suspended explosives. Waste explosives from the melt pour lines were routinely disposed of by Open Burning/Open Detention (OB/OD) at other sites on the installation.

Other types of contaminated sites associated with past industrial activities at the facility include landfills, testing facilities, dumps, munitions burial sites, a pistol range, storage facilities, a scrap yard, and decontamination buildings. Although not present at every one of these sites, the contaminants of potential concern (COPCs) includes primary and secondary explosives, propellants, heavy metals, Volatile Organic Compounds (VOCs), Semi-Volatile Organic Compounds (SVOCs), Polycyclic Aromatic Hydrocarbons (PAHs), and asbestos. Industrial activities had ceased in 1992 when the facility was declared excess.

2.3 Previous Site Investigation Activities

The Army utilizes the Installation Restoration Program (IRP), Military Munitions Response Program (MMRP), and the Compliance-related Cleanup Program (CC) to investigate the environmental site

conditions and implement the cleanup work at Camp Ravenna/former RVAAP. These programs follow requirements determined by legislation called the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA or Superfund). The Army's multiyear restoration program at Camp Ravenna/former RVAAP is detailed in the Installation Action Plan ((IAP), see Section 4.1). The IAP defines the proposed approach and the costs to conduct future investigations and cleanup actions at each potentially contaminated area at the installation. The IAP is updated annually.

2.3.1 Installation Restoration Program (IRP)

AOCs under the IRP are being investigated and remediated (as needed) generally due to potential chemical contamination. The IRP was initiated at former RVAAP in 1989. Initial surveys of former RVAAP indicated 51 areas of potential contamination, based on the known activities of those areas. In December 2008, the IRP was expanded to include AOCs where Department of Defense (DOD) contamination occurred after Oct. 17, 1986. Eighteen new IRP AOCs were identified, bringing the total number of identified AOCs to 69 sites. The previous investigations conducted under the IRP are summarized in the IAP. Currently, 29 areas are under active investigation under the IRP.

2.3.2 Military Munitions Response Program (MMRP)

AOCs under the MMRP are being investigated and remediated (as needed) due to potential issues related to munitions. In October 2007, a CERCLA Site Inspection (SI) was completed at the former RVAAP to initially assess the MRSs. The MMRP SI activities included Historical Records Reviews (HRR), magnetometer assisted Unexploded Ordnance (UXO) surveys, and sampling and laboratory analysis of surface soils. The results of these activities are presented in Engineering-Environmental Management, Inc. Final SI report, dated May 2008.

Nineteen MRSs were originally identified at the facility. Two of the MRSs became ineligible for the MMRP because of their redevelopment as active operational ranges. As such, they were not investigated during the SI. The MRSs which were not eligible for the MMRP include: the Winklepeck Burning Grounds (RVAAP-005-R-01) and the Old Hayfield (RVAAP-064-R-01). The previous SI's conducted under the MMRP are summarized in the IAP. Fourteen areas are currently under investigation through the MMRP.

2.3.3 Compliance-related Cleanup Program (CC)

The CC sites consist of new AOCs that qualify for environmental investigation and remediation under the Army's 2008 IRP expanded guidelines. Initial investigation of CC sites was initiated under CERCLA in 2010. Thirteen CC sites have been identified at the former RVAAP facility. The previous SI's conducted for the CC sites are summarized in the IAP.

2.3.4 Other Investigations

Some areas of potential contamination at Camp Ravenna/former RVAAP do not fall under the programs described above. These are generally areas where wastes were actively being treated or stored when the IRP began. These areas fall under the National Pollutant Discharge Elimination System (NPDES) or the Resource Conservation and Recovery Act (RCRA).

In 2003, a total of 26 stream sites were sampled within the former RVAAP property. At each site, biological monitoring based on fish and macroinvertebrate community assessments were completed. The physical habitat of each site was evaluated using the Qualitative Habitat Evaluation Index (QHEI)

developed by the Ohio Environmental Protection Agency (EPA). Two surface water samples from different collection dates during the summer were analyzed from each site. Based on this study's results Surface water quality was generally good to excellent with very few exceedances of Ohio aquatic life water quality criteria. Sediment samples generally reflected non-contaminated conditions. While stream habitat was good at most sites surface water will continue to be monitored to make a final determination on whether or not surface waters on-post has been impacted by former RVAAP restoration activities.

2.4 Current and Ongoing Activities

For the IRP sites, current activities under the Performance-Based Acquisition (PBA) 08 include the Remedial Investigation (RI)/Feasibility Studies (FS) for RVAAP-13 and RVAAP-48 being completed. The future plan of action for the PBA 08 includes the Proposed Plans (PPs), Records of Decision (RODs) and Remedial Actions (RAs) for these sites. The RI report, FS report, and PP for RVAAP-66 will be completed. The ROD modification for RVAAP-01 will be finalized and the remedial action plan will be implemented. For RVAAP-08, 09, 10, 11, 12 the RA and site closeouts will be completed.

From August 1996 to current, groundwater sampling analytical data has been collected and recorded. Semi-annual groundwater monitoring is performed at the facility as outlined in the Facility-Wide Groundwater Monitoring Program. The RI report, FS report and PP for groundwater monitoring under RVAAP-66 will be completed. To date, there are 284 monitoring wells installed on the facility. The groundwater monitoring will continue as needed.

For MMRP sites RVAAP-008-R-01 and 033-R-01, PPs and Decision Documents (DDs) will be prepared to achieve Remedial Closure (RC) by May 2014. PPs, DDs, and RAs will be completed as needed to achieve RC for the other MMRP sites by April 2015.

For the CC sites, Phase 3 RIs will be initiated and Interim Remedial Action (IRAs) will be completed as needed. The SI reports for CC-RVAAP-70, 72, 75, 77 & 83 will be completed. The RI report for CC-RVAAP-79 will be completed and the FS report for CC-RVAAP-76. The RIs for CC-RVAAP-68, 69, 73, 74, 78 & 79 will be initiated.

The Property Management Plan (PMP), dated August 2012, identifies Land Use Controls (LUCs) and restrictions for specific AOCs/MRSs at the former RVAAP. LUCs include any physical, legal, or administrative mechanism that places restrictions on the use of, or limits access to, real property to prevent exposure to contaminants at concentrations greater than permissible levels or other safety issues. The intent of using these controls is to protect the integrity of the remedy (if present) and human health and the environment by limiting the activities that may occur at an AOC/MRS. LUCs are part of a remedial decision where there may be potential risks or safety issues associated with contaminants not fully eliminated by remedial actions. When implemented, these LUCs provide protection to individuals by limiting and/or preventing activities which could potentially result in risks to people using and working at the AOC/MRS.

The Army is responsible for managing LUCs/restrictions at the facility. Example LUCs may include engineering controls such as fences, Seibert stakes and signs, and administrative controls such as briefing prior to access. As AOCs/MRSs are cleaned up and if residual contamination is left in place requiring LUCs, new AOCs/MRSs with designated LUCs will be added to the PMP as necessary.

SECTION 3.0 PUBLIC BACKGROUND

3.1 Portage and Trumbull Counties History and Demographics

In 1802, all of what is now Portage County was organized under the name of Franklin Township with other townships being formed later. On February 10, 1807 the Ohio state legislature passed the act to create Portage County from Trumbull County which took effect on June 7, 1807. Portage County is comprised of 487.38 square miles. The county contains 18 unincorporated townships, 9 cities and villages; and two incorporated townships. Only one city, Ravenna, and one township, Windham lie within 4 miles of the facility's border.

According to the United States (U.S.) Census, the following Portage County statistics are:

- (2012) population: 161,451
- (2010) number of persons per square mile: 331.2
- (2008-2012) median value of owner-occupied housing units: \$153,600
- (2008-2012) homeownership rate: 68.9%
- (2008-2012) persons age 25+ high school graduates or higher: 90.4%
- (2008-2012) persons age 25+ with bachelor's degree or higher: 24.6%
- (2012) persons under 18 years of age: 19.8%
- (2012) persons 65 years of age and over: 13.7%

Trumbull County was established on July 10, 1800, serving as the seventh county in the Northwest Territory. Trumbull County is comprised of 618.30 square miles. The county has seven cities (Cortland, Girard, Hubbard, Newton Falls, Niles, Warren, and Youngstown [portion]) and five villages (Lordstown, McDonald, Orangeville, West Farmington, and Yankee Lake). Newton Falls is the only city located within 3 miles of the facility's border.

According to the U.S. Census, the following Trumbull County statistics are:

- (2012) population: 207,406
- (2010) the number of persons per square mile: 340.1
- (2008-2012) the median value of owner-occupied housing units: \$98,500
- (2008-2012) homeownership rate: 72.8%
- (2008-2012) persons age 25+ high school graduates or higher: 87.5%
- (2008-2012) persons age 25+ with bachelor's degree or higher: 16.4%
- (2012) persons under 18 years of age: 21.5%
- (2012) persons 65 years of age and over: 18.4%

3.2 Chronology of Public Involvement

In 1996, a survey was mailed and articles appeared in the local newspapers to solicit interest in forming a RAB. A selection committee reviewed the applications and chose the new RAB members. The RAB was established with 25 members consisting of public members and appointed representatives. The RAB has a representative from each of the surrounding six townships (Braceville, Newton, Paris, Charleston, Freedom and Windham), two county representatives (Trumbull and Portage), a representative of the Ohio EPA, the Community Co-Chair, and the installation garrison commander (Lieutenant Colonel (LTC) Ed Meade, Army Co-Chair). The RAB held its first meeting on Nov. 13, 1996.

3.3 Historical Public Concerns

Initially, some residents living near the almost 22,000-acre site expressed concerns relating to cancer which prompted the Ohio EPA to test 25 residential wells. The private wells were tested in November 1997 and again in March 1998. No explosives contamination was detected in any of the private wells. Other historic or current concerns expressed by members of the community include:

- Perceptions of a cancer cluster hydraulically down gradient of the site. These concerns were addressed by the Ohio EPA and presented to the RAB in 1998. The response indicated no linkage to site contamination could be established.
- Dust from National Guard activities.
- A belief that there is too much contamination to ever be able to clean it all up and perhaps not all sources of contamination are known.
- Contaminant cleanup is needed to benefit the health and safety of soldiers being trained by the National Guard
- Federal funding sources are limited for a complete a cleanup effort.
- There was concern that steam lines covered with asbestos were removed and may have been handled improperly.
- The nature of risks associated with possible contamination.
- The impact of possible contamination on local wildlife.
- The future use of the property is of concern to the public.

SECTION 4.0 COMMUNICATIONS TECHNIQUES AND ACTIONS

4.1 Installation Action Plan

The purpose of the IAP is to outline the total multiyear cleanup program and is used to track requirements, schedules, and tentative budgets for all major Army installation cleanup programs. The RVAAP Restoration Program IAP identifies environmental cleanup requirements at each AOC or MRS and proposes a comprehensive, installation-wide approach, along with the costs and schedules associated with conducting investigations and taking the necessary remedial actions.

In an effort to coordinate planning information between the Army National Guard, the OHARNG, the United States Army Corps of Engineers (USACE) – Louisville District, the Ohio EPA, the executing agencies, and the public, an IAP is updated and completed each fiscal year. The IAP is available for review in the Information Repositories located at Reed Memorial Library and Newton Falls Public Library (see Section 4.3) and on the public website, www.rvaap.org (see Section 4.5).

4.2 Restoration Advisory Board (RAB)

The purpose of the RAB is to promote public involvement in the DOD environmental cleanup activities and allow the public to review and discuss the progress with decision makers. In 1996, a survey was mailed and articles appeared in the local newspapers to solicit interest in forming a RAB. A selection committee reviewed the applications and chose the new RAB members. The former RVAAP RAB was established with 25 members consisting of public members and appointed representatives. The RAB has a representative from each of the surrounding six townships (Braceville, Newton Falls, Paris, Charleston, Freedom and Windham), two county representatives (Trumbull and Portage), and a representative from the Ohio EPA, the Community Co-Chair, and the installation garrison commander (Army Co-Chair). The RAB held its first meeting on Nov. 13, 1996.

The RAB rotates its meetings between the township halls and are held approximately two (2) to four (4) times per year, typically on the third Wednesday of the month. A news release is sent to local media announcing the RAB meeting date, location, topics to be covered, or rescheduling details. RAB meetings are open to the public and structured to include restoration related presentations and followed by a questions and answers session. Meeting minutes are taken and approved by the RAB. Once approved, meeting minutes are available for review in the Information Repositories located at Reed Memorial Library and Newton Falls Public Library (see Section 4.3) and on the public website, www.rvaap.org (see Section 4.5).

Technical Assistance for Public Participation (TAPP) in Defense Environmental Restoration Activities was established to assist the RAB in reviewing technical documents regarding the nature and extent of contamination or the proposed remedial actions. This assistance enhances the RAB's understanding of the environmental process, and provides an outside independent source of information on the DOD restoration activities occurring at the facility. TAPP services have been provided for the former RVAAP RAB as recently as April 2014.

To keep the RAB aware of the environmental activities tours of specific areas of concern are held yearly in late summer or early fall. The first RAB tour was held in October 1996. Subsequent tours have been held on the following years and at the following locations:

- 1999 - Erie Burning Grounds,
- 2000 - Winklepeck Burning Grounds, Demolition Area #2, and Load Line 12,
- 2001 - Upper and Lower Cobbs Pond, the Central Burn Pits, and Load Line #11,
- 2002 - Load Line #6 and Load Line #2,
- 2004 - Fuze and Booster Quarry Ponds, Fuze and Booster Load Lines, Winklepeck Burning Grounds, and Load Lines 2, 3 and 4,
- 2005 - Load Lines 2, 3 and 4 and the Winklepeck Burning Grounds,
- 2007 - Load Lines 1, 2, 3 and 4 and Winklepeck Burning Grounds,
- 2008 - Load Line 4, Central Burn Pits, Winklepeck Burning Grounds, and the Sand Creek Barriers,
- 2009 – the Rocket Ridge Area, Ramsdell Quarry and Load Line 12,
- 2010 – the Rocket Ridge Area, Load Line 12 and Ramsdell Quarry Landfill,
- 2012 – the Rocket Ridge Area and the Atlas Scrap Yard, and
- 2013 - the OHARNG Demolition Range, the Urban Terrain training grounds, and various facility-wide groundwater monitoring well locations.

4.3 Information Repository and Administrative Record File

Current information and final documents are placed in the Information Repositories and maintained under the RVAAP restoration program by the ARNG/OHARNG. Information Repositories have been established at the following locations:

Reed Memorial Public Library
167 East Main St
Ravenna, Ohio 44266
(330) 296-2827

Newton Falls Public Library
204 South Canals
Newton Falls, Ohio 44444
(330) 872-1282

The Administrative Record File is established and maintained at the following location:

Camp Ravenna
Attn: Environmental Office
1438 State Route 534
Newton Falls, Ohio 44444-9297
(330) 872-8003

The Administrative Record File is located at Camp Ravenna which is a controlled access facility. Access to the Administrative Record File can be obtained with prior notification and arrangement.

4.4 Community Relations Plan (CRP)

This plan will be revised as necessary, to update facts and verify information, assess the public involvement program to determine whether the same or different approaches will continue to be taken, and to develop strategies to prepare the public for possible remediation activities at the facility.

4.5 Website

ARNG/OHARNG maintains a website (www.rvaap.org) for the restoration program. The website contains information about the following:

- The history of the facility including newsletters, maps, photographs,
- A description of the environmental investigations taking place and areas of concern,
- RAB meeting locations and dates including approved RAB meeting minutes,
- A news page highlighting upcoming public activities,
- Draft and final technical documents of the former RVAAP restoration activities,
- Links to other relevant sites, and
- A point of contact informational page.

4.6 Information Packets and Fact Sheets

Information packets will be prepared to distribute at RAB meetings, public meetings, and facility tours. The packets will include news releases, fact sheets and points of contact.

Comprehensive fact sheets will be developed as needed to easily convey information regarding the RVAAP restoration program. These are prepared on a specific topic and include facts supporting the topic. It is written in brief (usually no more than two pages) and provides concise information in simple terms. These can be distributed at RAB meetings, used in media kits, and posted on the website.

4.7 News Releases and Press Conferences

Currently, news releases are sent to local media outlets to announce RAB/public meetings, facility tours and other important environmental activities at the facility. Press conferences can be set up at Camp Ravenna with designated speakers to promote key messages and publicize significant events. Press conferences can be set up at Camp Ravenna with designated speakers to promote key messages and publicize significant events. Examples of Camp Ravenna news releases are presented in Appendix I.

4.7.1 Media Kit

A media kit will be prepared to distribute information to the media at a press conference, tour or prior to an event. This tool helps to provide accurate and current information about the specific activity being publicized. The media kit is a folder that should contain the following components:

- News Release or Media Advisory - The news release outlines the major event, background information on Camp Ravenna and lists a contact person. The media advisory addresses very briefly the Who, What, When, Where, Why of the event and a contact person to reach for more information.
- Fact Sheets – As described in Section 4.6 above.
- Maps and Photographs - Maps and photographs may be included in the media kit. If digital photographs are used, they would be of high quality or resolution and burned onto media disk(s) (CD or DVD). A map would be useful in identifying specific areas of concern or where the event will be held.
- Brochures - Brochures may be produced to address specific issues or to provide general information about Camp Ravenna.
- Business Cards - Business cards containing the facility and restoration program contact information for the media.

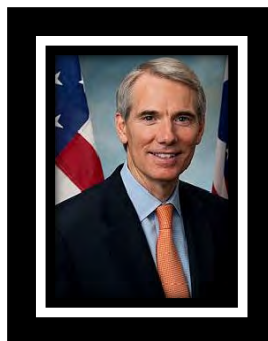
- Media Spokesperson and Point of Contact for ARNG/OHARNG:
 - For questions related to Camp Ravenna facility operations:
LTC Ed Meade
Camp Ravenna Garrison Commander
Camp Ravenna
1438 State Route 534 SW
Newton Falls OH 44444
(614) 336-6560
 - For questions related to the RVAAP restoration program:
Mr. Mark Leeper, P.G, MBA
RVAAP Restoration Program Manager
Army National Guard Directorate
ARNG-ILE-CR
111 South George Mason Drive
Arlington VA 22203
(703) 607-7955
 - For other questions/inquiries:
OHARNG Public Affairs Office
(614) 336-4499
ng.oh.oharng.mbx.pao-buckeye-guard@mail.mil

SECTION 5.0 REFERENCES

- Engineering-Environmental Management, Inc., 2008 Final Site Investigation Report.
- PB & A, 2013 FY2013 Ravenna Army Ammunition Plant Installation Action Plan, Public
- USACE, 2004 *Public Participation in the Defense Environmental Restoration Program (DERP) for Formerly Used Defense Sites (FUDS) EP 1110-3-8.*
- USEPA, 1992 *CERCLA/SUPERFUND Orientation Manual.* EPA/542/R-92/005
- USEPA, 2005 *Superfund Community Involvement Handbook.* EPA540-K-05-003
- United States Department of Commerce, Census Bureau website:
<http://quickfacts.census.gov/qfd/states/1700.html>

APPENDIX – A Government Officials

US Senate - Republican



Senator Robert Portman (R)
448 Russell Senate Office Building
Washington, D.C 20510
Office (202) 224-3353

<https://www.portman.senate.gov/public/index.cfm/contact-form>

US Senate - Democrat



Senator Sherrod Brown (D)
713 Hart Senate Office Building
Washington, D.C. 20510
Office (202) 224-2315

www.brown.Senate.gov/contact

US Congressional Representative - Democrat



US Congressman Tim Ryan
District 13 (D)
U.S. House of Representatives
1421 Longworth HOB
Washington, DC 20515
(202) 225-5261

<https://timryan.house.gov/contact-me>

Ohio Governor



Governor John R. Kasich

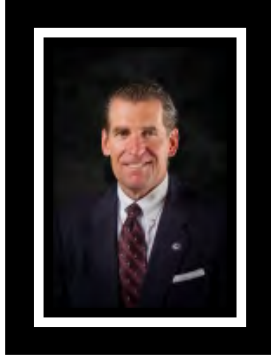


Lt. Governor Mary Taylor

Riffe Center, 30th Floor
77 South High St.
Columbus, Ohio 43215-6108
Office- (614) 466-3555

<http://www.governor.ohio.gov/Contact/ContacttheGovernor.aspx>

Ohio State Senators



Senator John Eklund
District 18 (R)
1 Capitol Square
Ground Floor
Columbus, Ohio 43215
(614) 644-7718

<http://www.ohiosenate.gov/eklund/contact>



Senator Capri Cafaro
District 32 (D)
1 Capitol Square
Ground Floor
Columbus, Ohio 43215
(614) 466-7182

<http://www.ohiosenate.gov/cafaro/contact>

Ohio State Legislators



Rep. Michael O'Brien
District 64 (D)
77 S. High St.
10th Floor
Columbus, Ohio 43215-6111
(614) 466-5358

<http://www.ohiohouse.gov/michael-j-obrien/contact>



Rep. Kathleen Clyde
District 75 (D)
77 S. High St.
11th Floor
Columbus, Ohio 43215-6111
(614) 466-2004

<http://www.ohiohouse.gov/kathleen-clyde/contact>

Ohio State Legislators, cont.



Rep. Sarah LaTourette
District 76 (R)
77 S. High St.
11th Floor
Columbus, Ohio 43215-6111
(614) 466-5088

<http://www.ohiohouse.gov/sarah-latourette/contact>

Portage County Officials

Portage County Administration Bldg.
449 South Meridian Street, 7th Floor
Ravenna, Ohio 44266-2914
Phone: (330) 297-3600
Fax: (330) 297-3610

Portage County Commissioners

Maureen T. Frederick – President
P: (330) 297-3604
mfrederick@portageco.com

Kathleen Chandler – Vice-President
P: (330) 297-3605
kchandler@portageco.com

Vicki A. Kline – Board Member
(330) 297-3606
vkline@portageco.com

Ravenna City Officials

City Council
210 Park Way
P.O. Box 1215
Ravenna, Ohio 44266
P: (330) 297-2155
F: (330) 297.2164
<http://www.ci.ravenna.oh.us/>

Mayor Joseph Bica
210 Park Way
P.O. Box 1215
Ravenna, Ohio 44266
P: (330) 296-3864
F: (330) 297.2164
jbica@ci.ravenna.oh.us

City Council Members

Council President: Francis Ricciardi
Ward I Representative: Sharon Spencer
Ward II Representative: Frank Seman
Ward III Representative: Jack Ferguson
Ward IV Representative: Scott Rainone
At Large Representative: Fred Berry
At Large Representative: Amy Michael
At Large Representative: Bruce Ribelin
Council Clerk: Kathryn Hann

Phone Number

(330) 294-6795
(330) 296-9222
(330) 297-7320
(330) 297-1821
(330) 298-1425
(330) 296-9694
(330) 296-3397
(330) 297-2155

Email Address

fricciardi@ci.ravenna.oh.us
sspencer@ci.ravenna.oh.us
fseman@ci.ravenna.oh.us
jferguson@ci.ravenna.oh.us
srainone@ci.ravenna.oh.us
fberry@ci.ravenna.oh.us
amichael@ci.ravenna.oh.us
bribelin@ci.ravenna.oh.us
khann@ci.ravenna.oh.us

Trumbull County Officials

Trumbull County Administration Building
160 High Street NW, 5th Floor
Warren, Ohio 44481
Phone: (330) 675-2451
Fax: (330) 675-2462

Trumbull County Commissioners

Frank S. Fuda, President
Daniel E. Polivka, Commissioner
Mauro Cantalamessa, Commissioner
Phone: (330) 675-2451
commissioners@co.trumbull.oh.us

Village of Newton Falls Officials

Lyle A. Waddell, Mayor
Newton Falls City Hall
19 N. Canal Street
Newton Falls, OH 44444
(330) 872-0806

City Council Members

Ward I Representative: Richard Zamecnik
Ward II Representative: Nancy Hoffman
Ward III Representative: Davis Wilson
Ward IV Representative: Phillip Beer
At-Large Representative: Tarry Alberini

Phone Number

(330) 872-6082
(330) 872-1249
(330) 872-5729
(330) 872-4248
(330) 872-7736

APPENDIX – B Army and Regulatory Agencies

ARNG/OHARNG Contacts

**Ohio Army National Guard
Camp Ravenna Garrison Commander,
Army Co-Chairman:**

LTC Ed Meade
1438 State Route 534, SW
Newton Falls, Ohio 44444-8503
Office: (614) 336-6560
Fax: (614) 336-6796
Email: william.meade.mil@mail.mil

RVAAP Restoration Program Manager:

Mark Leeper, P.G., MBA
Army National Guard Directorate
ARNG-ILE-CR
111 South George Mason Drive
Arlington VA 22204-1382
(703) 607-7955
Email: mark.s.leeper.civ@mail.mil

U.S. Army Corp of Engineers Contacts

**U.S. Army Corps of Engineers,
Louisville District:**

Gregory F. Moore, Project Manager
Attn: CELRL-PM-M-E
P.O. Box 59
Louisville, KY 40201-0059
Office: (502) 315-6902
Fax: (502) 315-6793
Email: Gregory.F.Moore@usace.army.mil

Nathaniel Peters, PhD, PE
600 Dr. Martin Luther King Place
CELRL-ED-E-E 3rd Floor
Louisville, KY 40201
Office: (502)-315-2624
Email: nathaniel.peters.II@usace.army.mil

Katelyn C. Newton, Public Affairs
Office: (502) 315-6773
Fax: (502) 315-6771
Email: katelyn.c.newton@usace.army.mil

Ohio Environmental Protection Agency - NE District:

Kevin Palombo, RAB Representative
Ohio EPA-NE District
2110 East Aurora Road
Twinsburg, Ohio 44087
Office: (330) 963-1148
Email: kevin.palombo@epa.state.oh.us

APPENDIX – C

Restoration Advisory Board Members

Restoration Advisory Board Administrative Officer:

Ms. Rebecca Haney
Camp Ravenna/Former RVAAP
1438 State Route 534 SW
Newton Falls, Ohio 44444
Office: (330) 872-8010
Fax: (330) 872-8011
Email: rebecca.m.haney.ctr@us.army.mil

The following individuals comprise the RAB Member List:

Dr. Jay Abercrombie
Camp Ravenna Garrison Commander, Army Co-Chairman
Mr. Joseph Beutler
Ms. Sue Boles
Mr. Todd Brewster
Ms. Rebecca Carter
Mr. James DiPaola
Ms. Irene Glavies-Lutz
Mr. Walter Landor
Ms. Sarah Lock
Mr. Roy Martin
Mr. James Mayer
Ms. Trish Nuskievicz
Mr. Kevin Palombo
Mr. Ryan Shackelford
Mr. Thomas Smith
M/M Dan & Doreen Spicer
Mr. Bill Steiner
Mr. Thomas Tadsen, Community Co-Chairman
Ms. Nancy Taylor
Mr. George Tompkins
Mr. Delbert Woloski

APPENDIX – D Media List

Newspapers

Akron Beacon Journal

44 E Exchange St.
Akron, Ohio 44308
(330) 996-3033
(330) 376-9235 Fax
<http://www.ohio.com/bj/>

Akron Legal News Inc.

60 S. Summit Street
Akron, Ohio 44308
(330) 376-0917
(330) 376-7001 Fax
http://www.akronlegalnews.com/contact_us

Associated Press

700 W. St. Clair Ave., Ste. 318
Cleveland, Ohio 44113
(216) 771-2172

Record-Courier

126 N Chestnut St
Ravenna, Ohio 44266
(330) 296-9657
(330) 296-2698 Fax
<http://recordpub.com/>

Tribune Chronicle

240 Franklin St SE
Warren, Ohio 44483
(330) 841-1600
(330) 841-1717 Newsroom Fax

The Vindicator

107 Vindicator Square
Youngstown, Ohio 44503
(330) 747-1471
<http://www.vindy.com/>

Youngstown Publishing Co.

25 E. Boardman St.
Youngstown, Ohio 44501
(330) 744-5023
(330) 744-5838 fax
<http://www.business-journal.com/>

TV Stations

WBNX-WB

2690 State Road
Cuyahoga Falls, Ohio 44223
(440) 843-5555
(330) 929-2410

WEO TV Channel 49

(Western Reserve Public Media)
P.O. Box 5191
Kent, Ohio 44240-5191
(330) 677-4549
(330) 378-0688 Fax
<http://westernreservepublicmedia.org>

WEWS TV ABC News Channel 5

3001 Euclid Ave.
Cleveland, Ohio 44115
(216) 431-5555
(216) 431-3666 fax

WKYC-NBC

1333 Lakeside Ave
Cleveland, Ohio 44114
(216) 344-3333
(216) 344-3314 Fax

WVIZ PBS

1375 Euclid Ave.
Cleveland, Ohio 44115-1835
(216) 916-6100

WYTV-ABC

3930 Sunset Blvd
Youngstown, Ohio 44512
Station: (330) 782-1144
Fax: (330) 782-3504

WKBN-FOX

3930 Sunset Blvd.
Youngstown, Ohio 44512
Station: (330) 782-1144
Fax: (330) 782-3504

WOIO-CBS

1717 E 12th Street
Cleveland, Ohio 44114
(216) 771-1943
(216) 436-5460 Fax

WVPX

1333 Lakeside Ave.
Cleveland, Ohio 44114
(440) 344-3333

Radio

WAPS 91.3- Quality Rock

Public Radio
65 Steiner Avenue
Akron, Ohio 44301
Office: (330) 761-3099
Fax: (330) 761-3103

WGAR-FM Clear Channel Radio

6200 Oak Tree Blvd., 4th Floor
Independence, Ohio 44131
News: (216) 520-2600
Fax: (216) 524-2600

WJMP

2449 State Route 59
Ravenna, Ohio 44266
Station: (330) 678-1520

WNIR-100 Talk

P.O. Box 2170
Akron, Ohio 44309
Station: (330) 673-2323
Fax: (330) 673-0301

APPENDIX – E Meeting Locations

The Restoration Advisory Board meetings are held approximately two (2) to four (4) times per year, typically on the third Wednesday of the month from 6:00 p.m. to 8:00 p.m. The meeting place is rotated between the four area Township Halls.

Paris Township

Shearer Public Center
9355 Newton Falls Center
Ravenna, Ohio 44266
Office: (330) 358-2600
Linda Shaulis, Clerk

Freedom Township Hall

Town Hall – Triangle of Routes 700, 303 & 88
Windham, Ohio 44288
Office: (330) 527-4750
Fax: (330) 296-28856
John Zizka, Trustee

Windham Town Hall

9011 North Main Street
Windham, Ohio 44288
Office: (330) 326-2971
Jayme Neikirk, Clerk

Charlestown Town Hall

6735 Rock Spring Road
Ravenna, Ohio 44266
Office: (330) 297-1919
Fax: (330) 297-1919
Helen Nething, Clerk

APPENDIX – F

Repositories and Administrative Records

Repositories Locations

Reed Memorial Public Library

167 East Main St
Ravenna, Ohio 44266
(330) 296-2827

Newton Falls Public Library

204 S. Canal St.
Newton Falls, Ohio 44444
(330) 872-1282

Administrative Records File Location

The Administrative Record File is located at Camp Ravenna which is a controlled access facility. Access to the Administrative Record File can be obtained with prior notification and arrangement.

Camp Ravenna

Environmental Office
1438 State Route 534
Newton Falls, Ohio 44444
(330) 872-8003

APPENDIX – G

Telephone Interview Questionnaire

Date: _____ **Time:** _____

Location: _____

Interviewee: _____

Affiliation: _____

Interviewer: _____

Script: Hello. I am calling on behalf of the U.S. Army Corps of Engineers.

Would you have a few minutes to talk with me?

The Corps wants to understand what concerns or questions as you, a public stakeholder, would want to know about the environmental remediation efforts at the former Ravenna Army Ammunition Plant, and how as the public would you like to get this information?

May I ask you a few questions, so your opinions and any questions you may have can be included as they plan for this effort? I expect this to take us about 15 minutes.

(If this is not convenient, is there a time that you would like for me to call you back? Or we can meet personally if you would prefer that.)

-
1. How long have you lived in the area?
 - 1a. What names do local people often use to refer to the former Ravenna Army Ammunition Plant?
 - 1b. Are you familiar with the former Ravenna Army Ammunition Plant?
 - 1c. How did you first learn about the site?
 2. Have you ever spoken with the Corps of Engineers, any state, or environmental officials about the restoration activities at the former Ravenna Army Ammunition Plant? If yes, did they contact you or did you contact them? What was the nature of the contact and were you satisfied with their information?

3. Are you aware that the former Ravenna Army Ammunition Plant site is involved in environmental restoration activities? If yes, what do you know about those activities?
4. Do you have any interests or concerns about the former Ravenna Army Ammunition Plant site remediation activities?
5. Are you aware of any interests or concerns that any of your neighbors or friends may have about the site? If so, what are they?
6. Do you know where information about environmental restoration activities at the former Ravenna Army Ammunition site can be obtained? If yes, where?
7. Have you received any information about the environmental restoration activities at the former Ravenna Army Ammunition Plant site? If yes, how did you receive it? Are you satisfied with the information?
8. Would you like to be added to the mailing list to receive newsletters and other general information about the proposed plans? Yes _____ No _____

Name: _____

Address: _____

Telephone: (H) _____ (W) _____

E-mail: _____

9. How do you as the public receive information about local events and news (i.e. radio, television, newspaper, other and what particular stations or papers)?
10. What method and frequency of information would you prefer?

Method	Frequency
Mail _____	_____
Telephone _____	_____
Newspaper _____	_____
Radio _____	_____
Television _____	_____
E-mail _____	_____
Web site _____	_____
Local Information Repository _____	Suggested Location: _____
Public Hotline _____	_____
Other _____	_____

11. Would you be interested in attending a meeting about the environmental restoration activities at the former Ravenna Army Ammunition Plant site? If yes, what days and times are convenient for you? Are there certain Public locations (buildings or meeting rooms) that you would recommend public meetings be held?

12. Do you have a particular meeting style you prefer? (Probes: discussions, formal presentations followed by Q&A's, informal, open house, workshops, small groups, and coffees)

13. Is there anyone else you think we should interview concerning the site? May we use your name? (Get names and phone numbers)

14. Is there anything else about the former Ravenna Army Ammunition Plant site that you would like to comment on?

Thank you for your time. Your information will be used as the Army plans their public involvement activities.

APPENDIX – H
RAVENNA ARMY AMMUNITION PLANT
RESTORATION ADVISORY BOARD INTEREST SURVEY

Name: _____

Address: _____

Telephone: (daytime) (_____) _____ (evening) (_____) _____

Restoration Advisory Board (RAB) members are expected to serve a two-year term and attend all RAB meetings. Duties and responsibilities will include reviewing and commenting on technical documents and activities associated with the environmental restoration program at Ravenna Army Ammunition Plant. Members will be expected to be available to the community members and groups they represent to facilitate the exchange of information and/or concerns between the community and the RAB. Participation in the RAB is voluntary, and members will not be financially compensated. Members will be selected by a selection panel and will be chosen to represent the diverse interests of the community.

Those who do not serve directly on the RAB can still participate in RAB activities. Interested members of the community will be included on the mailing list and invited to attend all RAB meetings, which are open to the public. Technical documents reviewed by the RAB will be made available to the public through the information repositories. The public will be able to comment on the technical documents either in writing to the installation or at the RAB meetings during a time set aside for public comments and inputs.

1. Do you have any specific environmental interests or concerns about the Ravenna Army Ammunition Plant? If so, please describe:

2. Why would you like to be considered for RAB membership?

3. Please describe your experience working as a member of a diverse group with common goals?

4. What is your background/experience/education regarding environmental issues?

5. The Community Co – Chairperson will be selected by the public members of the RAB. Please indicate whether or not you are interested in being considered for the Community Co – Chairperson Position by checking the box below and explain why.

_____ Yes, I would like to be considered for the Community Co – Chairperson Position.
Briefly explain why:

6. By submitting this signed application you:

- Are aware that being a RAB member involves a set time commitment;
- Understand that being a RAB member entails a willingness to work cooperatively with other RAB members to ensure the efficient and effective use of RAB time;
- Understand that serving on the RAB will be voluntary and RAB members will not receive compensation for their service;
- Understand the following Privacy Act information and how it applies to providing your name, address, and telephone number for this survey;

PRIVACY ACT NOTICE

Authority 10 U.S. code (USC) – 2705 © (USC)-42 U.S.C.-9620(f), State and local participation in cleanup of federal facilities. Principal Purpose: To identify members of the local community who are interested in participation in the RAB. Routine Uses: The requested information will be used to develop a list of interested persons from which the community members of the RAB will be selected. The information will also be used by the Army to contact the individuals who are selected. Disclosure of the requested information is voluntary. Failure to provide all the requested information may prevent selection to the RAB.

Applicant Signature

Date

Completed surveys should be mailed to:

Camp Ravenna
Attn: Headquarters (Becky Haney)
1438 State Route 534 SW
Newton Falls, Ohio 44444

Please contact Rebecca Haney at (330) 872-8010 or rebecca.m.haney.ctr@us.army.mil for more information about the RAB or submitting a membership survey.

APPENDIX – I
Example of a News Release

13 March 2014

NEWS RELEASE

RAVENNA ARMY AMMUNITION PLANT RESTORATION PROGRAM

WHAT: RESTORATION ADVISORY BOARD (RAB) MEETING

LOCATION: Charlestown Township Hall

DATE: Wednesday, April 23, 2014

TIME: 6:00 – 7:40 P.M.

TOPICS:

- Technical Assistance for Public Participation (TAPP)
- Performance Based Contract Presentation & Award
- Stream Restoration

PUBLIC IS INVITED

For more information:
Please call the RAB Administrator at (330)872-8010

Example of a Tour News Release

2 September 2013

RESTORATION ADVISORY BOARD MEMBER TOUR

RAVENNA ARMY AMMUNITION PLANT RESTORATION PROGRAM

WHAT: RESTORATION ADVISORY BOARD MEMBER TOUR

LOCATION: Main Gate, 8451 State Route 5 Ravenna, Ohio 44266

DATE: Wednesday, September 25, 2013

TIME: 6:00 – 8:00 P.M.

The following areas will be discussed/visited:

- Demolition Range
- Military Operations in Urban Terrain (MOUT)
- Facility-Wide Groundwater Well Locations

Access is controlled so please confirm attendance by contacting the RAB Administrator by Monday, September 16th at (330) 872-8010.