

# CVST MEETING AGENDA

February 24, 2021

2:00 – 4:00 p.m.

2704 HV / CR G-206

---

**CVST Chairs:** Steve Killoy, ESHQ Program Integration & Communications (EPIC) Manager  
Chris Lee, HAMTC Safety

---

**CVST Executive Sponsor:** Rob Gregory, WRPS Chief Operations Officer

---

**CVST Members:** Sara Van Orman, Grant Bachaud, Jason Vitali, Heather Anastos, Nick Kirch, Ryan Wageman, Steve Liston, Daniel Chesnut, John Airoidi, Ron Green, Andres Rodriguez

---

**CVST Administrator:** Bryant A. Scott

## AGENDA ITEMS

---

Topic	Presenter	Time
1. Safety Topic – Staying rested, fatigue awareness	Video	(2:05)
2. Discussion on 1 <sup>st</sup> edition of CVST Newsletter	Steve Killoy	2:05 – 2:30
3. CVST Charter update discussion on adding voting member	All	2:30 – 3:00
4. IH Briefing on IDAV	Scott Clingenpeel	3:00 – 3:30
5. Next meeting agenda topics		
• Review first revisions (Rev. 1) to CVST Charter		
• Fugitive emissions presentation	All	3:30 – 3:45
• Chemical Vapors Root Cause Analysis Effectiveness Review Report presentation		
6. Meeting Wrap Up	All	3:45 – 3:55
• Did anything that was discussed today result in the need to initiate a PER?		

- 
- Special notes:**
- Times have been assigned to each agenda topic. If you feel the time is not adequate for the presentation, please contact the CVST Administrator in advance of the meeting so that times can be adjusted, or the topic rescheduled.
  - Plan to present for ½ of the allotted time, leaving the other half for questions and answers from CVST Members.
  - Provide presentation materials, reports, etc. to the CVST Administrator by the Tuesday prior to the meeting.
  - Roles, responsibilities and processes are defined in TFC-CHARTER-21, Chemical Vapor Solutions Team and TFC-PLN-32 Tank Operations Contractor Safety Management Programs.