

SUSTAINABLE REMEDIATION FORUM

BOARD OF TRUSTEES MEETING SUMMARY

June 21, 2013

- New Additions to Agenda
- Approve previous meeting minutes
- SURF 23 – Planning Update
- Travel Request – Deb Goldblum
- SURF 24/SURF 25 look ahead
- API funding
- Committee reports –6-panel discussion
- Other business
 - US: new developments, policies, or conferences
 - International: new developments, policies, or conferences

Attendees:

Nick Garson, President	✓	Rick Wice, at-large Trustee	✓
Angela Fisher, Vice-President		Stewart Abrams, at-large Trustee	
Karina Tipton, Secretary	✓	Buddy Bealer, at-large Trustee	✓
Grant Geckeler, Treasurer	✓	Jake Torrens, at-large Trustee	✓
Karin Holland, Past President (non-voting attendee)		Amanda McNally, at-large Trustee	✓
Mike Rominger		Kathy Adams	

Meeting called to order at 1:04 ET. Quorum confirmed.

- New Additions to Agenda - none
- Approve previous meeting minutes - meeting minutes discussion. Correction to student budget made. Currently we are supporting Clarkson, UIC, Colorado State, and potentially CO School of Mines. Not sure about others – Syracuse, etc. We are awarding \$1,000 to each school. Quick discussion on finalizing the sustainable remediation discussion – plan is to revise and present at SURF 23. Meeting minutes **approved**.
- SURF 23 – Planning Update: Venue logistics are completed and the agenda is very full. Registration is up and a comment – no address for the venue on the registration page and this requires additional work to look it up (on the bulletin board, or via google).
- Website discussion – revisit the original goal to look at the website, streamline it, and how to optimize the use of data. Nick would like to prioritize this goal. Dinner is lined up for Tuesday night as a group. Grant, Kathy, and Jake will be staffing the table early for registration.
- Travel request: Deb Goldblum at USEPA Region3 to attend SURF23 and present ASTM Greener Cleanups Standard. Some discussion on the structure of the award. Recommendation to pass this through our legal council. It is the Board's understanding that Deb is going to check with USEPA to determine if this is appropriate and not a gift. Some discussion on the ASTM green guide vs. the sustainability guide. Suggestion to have a board member call in to the next

planning call to discuss what Deb's presentation will include to add to the discussion of sustainable remediation. Nick will set up a meeting with legal council to discuss the appropriateness of this funding request. Will Deb be able to represent USEPA if she attends, and could she sit on the regulatory panel? Nick will also follow up with Dick and Deb to confirm that Motion made to approve the funding request contingent upon no risk or liability posed to SURF as an organization by the mechanism of this cash transfer, and provisional upon legal review. Seconded and unanimously **approved**.

- SURF 24/SURF 25 look ahead. SURF 24 – Karina relayed the boards discussion on potential topics and we received a suggestion from the planning team to focus on a working meeting that is geared towards developing SURF in the future – how to increase membership, grow a staff and reduce volunteer effort for routine operations, etc. Also, how to grow SURF into a networking and education group. There are not a lot of forums for those in the remediation field to collaborate – SURF is one of the few groups where we can discuss remediation. Karina will respond to Stephanie on this issue.
- SURF 25 still suggested Atlanta. SURF 26 proposal from Rick for Pittsburgh.
- API Funding – Buddy prepared a document and submitted it to API to provide rationale and justification for the funding. The funding request is for outreach effort to support travel expenses and time for Sustainable Remediation Initiative (SRI) team to present sustainable remediation to regulatory agencies and to provide training based on the ITRC standard framework. From an accounting standpoint, this can be handled within the general fund with a separate reporting line item. The travel request form would be utilized. Some discussion on the approval process and if this is necessary for individuals – more important that the Board review the implementation plan for the SRI trip and the purpose and content to be presented to the regulators. The Board may need to add reoccurring time to the meetings to discuss travel request. The proposal meets the SURF mission statement and travel requirements, and the bottom line is that the SURF board has complete control over the use of these funds. There will also be a SRI board that reviews the agency content and intent (comprised of API, SURF, and ITRC). The SRI is currently branded as SRI, a collaborative agreement between SURF, ITRC, and API. Grant and Buddy will set up the check request. Motion made to accept the proposal that Buddy supplied as the document providing the mechanism to use the funds provided by API. Motion **approved** unanimously.
- Committee Reports/6-panel discussion:
 - Academic Outreach: right now Pamela and Mike are managing both Academic Outreach as well as the Student Chapters. We need to get more people involved in this discussion in order to provide adequate coverage and redundancy for volunteer efforts.
 - Student Design Competition – this has been an initiative that was ongoing for a long time. There have been various discussions with the leaders of this group. Amanda and Keith have been leading discussions on this initiative. Keith has a document prepared to document the working group and will submit a proposal to the Board.
 - Academic Outreach Initiative – Help requested for membership: additional volunteers are necessary for this (and many of the) initiative.
 - Student Chapters Working Group – discussion on how the student chapters can interface with student chapters. Can we put a list together of SURF members who are traveling, so they can interface with student chapters on their own time? Create an embedded google form to feed this information into a spreadsheet that student chapter facilitators can interface directly with SURF members. Also create a list of potential field tour opportunities. Important as well to make sure that the student chapters understand their obligations and responsibilities as they interface with SURF members.

Another way to interact with universities is to prepare curriculum and present remediation and sustainable remediation courses.

- Education Initiative – This is still conceptual and will be discussed further after SURF23.
- Government Outreach – Discussed fairly well as related to the API topic above. Request for more regional engagement and a place to house standard presentations to the website – Buddy looking for recommendations on that, as they will be updated monthly. Individual presentations will be customized for the specific purpose, and then stored for future use. Also emphasis on needing more active members. Jake and Karina to brainstorm ways to increase membership participation.
- Jake and Karina to present at next meeting proposal to engage and develop active members. Are there artificial barriers that can be removed? How can we showcase successful initiatives in a way that urges others to participate?
- SURF 23 will be a good opportunity to ask for help of the members.
- Nick and Karina to coordinate on 6-panel updates prior to the SURF23 meeting so they can be incorporated into the meeting presentation.
- Other business
 - US: new developments, policies, or conferences
 - International: new developments, policies, or conferences - Nicole and Common Forum have issued a statement on remediation and Buddy will provide to the Board.

Next board meeting will be held on July 19th.

Motion to adjourn the meeting – unanimously approved.

The preceding represents the author's interpretation of the items discussed at the meeting.

Please contact me with any discrepancies, changes, or clarifications in writing for inclusion in the record.

Respectfully submitted by,

Karina J. Tipton, Secretary