

SUSTAINABLE REMEDIATION FORUM

BOARD OF TRUSTEES MEETING SUMMARY

November 8, 2013

- Approve previous meeting minutes
- New Additions to Agenda
- SURF 24 / November Webinar – Final Details
- SURF 25 Planning Update
- Direction for Next Year
- Committee reports – as needed (6-panel discussion next meeting)
- Update on Nominations Process
- 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	✓

Discussion to report back on the National Academy of Sciences presentation by Nick and Buddy.

Meeting called to order at 1:14 ET. Quorum confirmed.

- Meeting minutes 10/25/13 – Motion to approve the minutes seconded and **approved unanimously**.
- New Additions to Agenda – as noted above.
- Nominations – reminder to board members to respond to Grant's query on interest and other nominations. Officers are a 1-year term with a 2-term limit, At-Large members hold a 2-year term. There will be an announcement to the membership and Kathy Adams will coordinate with Karyllan to develop a clear text for the website and the newsletter/email broadcast.
- SURF 24 / November Webinar – Final Details
 - Presentation slides – Case studies slides have not been reviewed by the board. Confirm that these have been vetted by Stephanie/Maile – Angela will reach out.
 - Mike, Jake, and Nick will meet to finalize discussion points. Nick has received requests to mention: volunteers for TIs, volunteers for SRI, dues for 2014, and more info re: student chapters.

- Maile joined the call and confirmed that presenters have confirmed and that Stephanie has their presentations. There was a practice session earlier in the week. Nick will also schedule a practice run.
- Agenda for SURF24 has not yet been posted to the SURF website. Board asked Maile if she could add this to the website.
- We currently have almost 50 members registered.
- SURF BOARD Slides – Kathy has prepared for appreciation award certification presentation. This needs to be worked into the agenda. All materials should be provided to Grant and Stephanie. Motion to approve additional cost of appreciation awards, which was \$40, and will be submitted via invoice by Kathy Adams. **Unanimously approved.**
- Meeting slides briefly reviewed and discussion on slide formatting, and if we should be using SURF slide format if presenting on behalf of SURF at a meeting. Members are not allowed to use the SURF logo unless they are a sponsor, and meetings so far have not required uniform presentation formats. In general, reviews will confirm that these are not sales pitches, rather, case studies.
- SURF25 – Atlanta is not certain at this time. We are looking for additional assistance but Maile hasn't received any info back from the broadcast email (out this week). This is currently scheduled for end of January 2014. Maile will contact Scott Pittenger to see if he can be of assistance.
 - Discussion of potential meeting themes, including partnerships with other organizations, expanding the concepts of brownfields to other areas, and how do we get to an endpoint strategy that engages the community and stakeholders. Local presence should be checked to confirm local issues/drivers are incorporated in the discussions. Who else should be invited to meetings – for example, community and environmental activists?
 - Should the role of the board be to set meeting strategies and have meetings committee implement the meeting plan? It's very important to have a champion for the meeting, as the work is very engaged.

Rick and Karen left the meeting.

- CSU is excited to host another chapter at some point.
- Partnering with other organizations and working together on meetings – what are other groups that dovetail with our goals and mission? Some possibilities include local sustainability chapters (city-lead), ITRC, ATSWAMO, etc. We need to ensure that we follow up with these organizations after first contact, to ensure that we are not damaging the SURF Brand.
- Mike R to circle back with Maile and Stephanie to develop a venue around the theme suggestions discussed earlier. Board is concerned that late January may be too soon, and also, that there should be more involved on a local member to plan and host the meeting. East Coast/DC may be a good location for the next meeting. Northeast was recommended in survey, and DC has potential for local Horinko Group support.
- Direction for next year –
 - Evaluate resources to support the organization (meeting planning, website development, etc).
 - Board meetings at reduced frequency with more problem solving in committees and less active management by Board.
 - More recognition of membership who spend volunteer time above-and-beyond
 - Strategic Partnerships with other organizations

- Off-site face-to-face board meeting to discuss additional plans and direction prior to next SURF meeting (SURF25).
- Discussion on how to reach out to groups such as USEPA and DOD to share information about SURF. Many of these groups hold significant environmental liability and have executive orders requiring sustainability, but are not currently requiring implementation of GSR. Currently, SiteWise and SRT are not publically available as they work through security concerns. Suggestion that SURF can host the guidance documents on their own websites. Jake is going to follow up with Carol Dona and see if this is a reasonable path forward, and then SURF can follow up with Air Force and Battelle.
- Committee reports – as needed (6-panel discussion next meeting)
 - CSI and Societal Objective panels (TIs) last time.
 - Water Reuse Team moving ahead and publication in December 2013/Remediation Journal still the plan.
 - International White Paper was last reported as 1Q2014 completion but no update at this time.
- Other business
 - US: new developments, policies, or conferences
 - Report on Horinko Meeting – Buddy attended. Approximately 50 in attendance, primarily USEPA members. Carlos Pachon was present as was assistant administrator of USEPA. The meeting was ½ day, with a two panels of four people who had five minutes to present and then a short (15 min.) question period. There was a lot of discussion on brownfields. The first panel was sustainable materials with WM/DuPont representation. On the 2nd panel Buddy participated with: David Llyod, Director, Office of Brownsfields & Land Revitalization, US EPA, Vernice Miller-Travis, Senior Associate, Skeo Solutions, Jutta Schneider, Program Manager, Office of Remediation Programs, VADEQ
 - EPA is promoting “LEAN PLUS” to states. Buddy will be following up with contacts and ask them to join SURF.
 - December – NEMOA workshop presentations by Buddy and Mike Miller.
 - Abstract to present water reuse technical initiative has been submitted to CA GW association.
 - International: new developments, policies, or conferences

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