

SUSTAINABLE REMEDIATION FORUM

BOARD OF TRUSTEES MEETING SUMMARY

July 19, 2013

- Approve previous meeting minutes
- New Technical Initiative Proposal – Melissa Harclerode
- New Additions to Agenda
- Travel Request Policy – Resolution
- SURF 23 – Agenda
- SURF 24/SURF 25 look ahead
- Membership update
- SURF Student Design proposal
- Sustainable Remediation Appraisal Flyer (CLAIRE)
- Committee reports – any urgent business? (6-panel discussion – postpone until SURF 23 working groups)
- Other business
 - o US: new developments, policies, or conferences
 - o 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 1:10 ET. Quorum confirmed.

- New Additions to Agenda – None
- Meeting minutes – no corrections to meeting minutes noted. Motion to approve and second. Meeting minutes are approved.
- New Technical Initiative Proposal – Melissa Harclerode presented the draft proposal received by the board titled “Social Aspect of Sustainable Remediation,” to discuss the social aspects of sustainability assessment, the tools currently available, and provide case studies. This will capture the discussions at SURF23, but will go beyond the SURF23 agenda. Melissa made a well received presentation at Battelle, and would like to include some slides in the presentations at SURF 23. Board checked the current slate of TIs currently going on – Water Resource will be submitted by mid-August and will be wrapped up. The International White Paper is concluding this month. ISO document should also be concluding now. Discussion on how to manage resources to complete the initiative work. Further discussion on the due dates for all of the TIs. Nick will be emphasizing due dates and milestones during the presentation at SURF23. We need to make sure all initiatives are staying on track for publication. Karin has been receiving inquiries

for participation and wants to make sure that new members who request a way to be engaged can join an initiative that is active. Melissa noted that she is also working on her PhD and will be publishing her dissertation research on-schedule in order to permit a citation of this work. Motion to approve the proposal entitled "Social Aspect of Sustainable Remediation." Seconded and **approved**.

- Travel Request Policy – Resolution to support sponsorship and travel reimbursement for Deb Goldblum to attend SURF23. Deb submitted the plan to USEPA for ethics review and it was approved. Nick engaged Karyllan to confirm that we are in alignment with our charter and she confirmed it is appropriate, and prepared a resolution to document the discussion. Motion to approve the resolution **approved**. Resolution dated and returned to Nick and sent to Kathy to add to the website.
- ASTM presentation at SURF23 will be presented by Deb Goldblum, Heather Nifong, and Stephanie Fiorenza. Some discussion on the appropriateness of paying for travel for a person to attend a SURF conference when a SURF member who is already attending the meeting. In this case, Deb will be also participating in a panel discussion, but the travel request should also include information about alternative authors.
- Communications process for presentation requests. SURF tries to find a local member to present when invited, but individuals from other geographical areas who are active members of the inviting organization may want to engage with the presenter to develop and finalize the presentation.
- SURF Student Design Competition proposal. Amanda introduced a proposal for an initiative to present student chapters with a feasibility study-type design problem for development and evaluation of sustainable remedial alternatives and following USEPA guidance for FSs. This competition would only be open to student chapters as a benefit to those chapters. In the future it may be opened further, but initial proposal is to be limited. There may also be an opportunity for students to receive credit from their academic advisors/organizations. Currently there are six open positions for a direct SURF member as mentor to the student chapters. This Competition is slated to roll out in Fall 2013, with competition running from January to April 2014 and then presentation of the student work at a summer 2013 meeting. Motion to approve the proposal for the Student Design Competition **approved**.
- SURF 23 – Agenda. Mike is collecting all presentations for Day 1 at this time with one new presentation added to the program. Board would like to recognize Pamela as a standout member of the planning team. Suggestions included flowers, a formal certificate presented by the President., an engraved plaque, flowers, etc. Kathy volunteered to research options for an item to present in person at the meeting. Day 2 includes working sessions with the four TIs and Committees that requested one. Funding has been received for refreshments – thanks go to Dick Raymond and Stew Abrams for these sponsorships. Currently there are ~50 registered for this meeting. Days 1 and 2 are full days. Day3 set to adjourn at 12AM. The 11AM speaker cancelled, so Mike and Pamela are looking for a replacement. If no replacement is found a student panel will be convened. Mike R would like to recognize Mike Miller, who did much of the calling and speaker organization work. Dinner will be at the Athena.
- SURF 24/SURF 25 look ahead – Stephanie and Mike are discussing themes after receipt of board comments on suggestions. Currently evaluating "The Future of SURF." More formal planning will take place after SURF23. The meeting is scheduled for November 5 and 6.
- Membership update – We are at currently about 90 paid members. Need to reconcile the list of TI participants with paid members at this time, and also do a better job of understanding what

people want to get out of SURF, and what they actually are getting out of SURF. This is a good thing to discuss at SURF24.

- Sustainable Remediation Appraisal Flyer (CLAIRE) – Flyer for an e-learning course reviewed the board. Nick presented to the board so we could evaluate the presentation topics and evaluate this type of course. We did participate in the AWMA series and the next one is starting to be scheduled. This is a different type of course than our AWMA presentation, which seemed to attract the same types of people who are already participating in SURF meetings. The CLAIRE elearning course includes continuing education credits. Also an opportunity to use PDH credit certificates for self-reporting meeting participation. Rick is going to talk to Mike about sending out PDH certificates. Amanda will put together the template.
- Committee reports – any urgent business? (6-panel discussion – postpone until SURF 23 working groups)
 - Newsletter suggestions requested – some items: Battelle sustainable remediation track for next year. Navy is putting together a white paper for Sitewise
 - Discussion of Battelle sustainable remediation track and development.
- Other business
 - US: new developments, policies, or conferences
 - International: new developments, policies, or conferences
- Suggestions to streamline the meeting discussions – white ballot procedure could be implemented for routine votes (such as approval meeting minutes, etc). Time frames can be added to the agenda to hold us on schedule.
- Next board meeting scheduled for August 2nd. Nick proposes that we cancel August 2nd and reconvene August 16th. Board agrees.

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

AMENDMENT

The SURF Board met at SURF23 and voted to provide PDH hour certificates to its membership. Nick Garson signed the certificate as president.