

## SUSTAINABLE REMEDIATION FORUM

### BOARD OF TRUSTEES MEETING SUMMARY

October 7, 2015

- New Additions to the Agenda
- Approve meeting minutes from September 11, 2015 Board Meeting
- Meeting Facilitator Search
- SURF 31 Meeting Update
- SURF Award Program
- Nominations (need to nominate a chair)
- Strategic Plan
- Student Chapters Update
- Updates on upcoming conferences, seminars, other presentation opportunities (or report-outs from any recent events)
- Committee/Initiative Updates
  - Meetings (Kristin)
  - Finance (Keith)
  - Technical Initiatives
    - CSI
    - Social Aspects (Mel)
    - SRI
  - Communications (Jake)
  - Membership (Amanda)
  - Education & Outreach (Rick)

Attendees:

Maile Smith, President	X	Paul Hadley, at-large Trustee	
Jake Torrens, Vice-President		Melissa Harclerode, at-large Trustee	X
Amanda McNally, Secretary	X	Kristin Mancini, at-large Trustee	
Keith Aragona, Treasurer	X	Olivia Skance, at-large Trustee	X
Nick Garson, Past President		Rick Wice, at-large Trustee	X
		Kathy Adams	

Meeting called to order at 7:05 pm CDT. **Quorum confirmed.**

- New Additions to the Agenda
- Approve meeting minutes from September 11, 2015 Board Meeting. **Unanimously Approved.**
- Meeting Facilitator Search. Philip Beere went to dinner with several SURF members on Monday evening and attended the morning of Day 1 of SURF 30. He was very impressive. He seems invested in the sustainability mission and already had ideas for improvement of our meetings. He has some good networking opportunities that may broaden our audience.

Communication/facilitation skills did not seem up to expectations (not as dynamic as expected). The same concern was raised during the phone interview. What would be the terms of our contract? Suggested to follow up with and interview in person the second candidate (Kristen Thomas). She was strong during the phone interview and is in the DC area, enabling local SURF members to conduct an interview. References for Kristen indicated there was no facilitation as a part of her previous roles. She seemed very confident during her interview. Keith has spoken with one reference for Kristen and received a message from a second. Keith will follow up with the second reference. Interview options include John Simon in DC. Rick and Amanda are in Pittsburgh and could interview her there. Keith will speak with the second reference this week. After Keith speaks with the reference, Amanda will contact Kristen about availability for an interview in Pittsburgh (this month).

- SURF 31 Meeting Update. Tentative theme for SURF 31 will be announced today during SURF 30, which is related to climate change and resilience. The topic may need to be focused and/or clarified to avoid repeating topics. Parsons feels that they can identify several speakers on this topic for the agenda. The topic was discussed during SURF 30, and covered the EPA CCA Plan. The availability of case studies and examples of modifying remedies or conducting 5 Year Reviews incorporating resiliency are very limited. Resiliency should not be equated to sustainability. Suggested to include breakout sessions for discussion.
- SURF Award Program. Carlos was open to the idea of partnering. Olivia discussed what would be the optimal venue for the award. Olivia will follow up with John, since she has not gotten additional feedback from Carlos based on his discussions with other people at EPA. Olivia will work on a written proposal/summary of the approach for Board consideration.
- Nominations (need to nominate a chair). The role of nominations chair is coordinating the nominations process, work with Kathy to prepare the announcements, set the schedule (can use materials from last year). Could reach out to Angela to determine the estimated level of effort from last year. We will identify potential candidates from past Board members (not Paul Favara or Brandt Butler). Mel will be a second choice and Maile will be a third choice. We will also need to broaden the profile of the Board to include fewer consultants, and identify industry, government, or regulatory representatives. Suggested to engage Nick Garson in identifying candidates for Nominations Chair (Mel will contact Nick). Maile will prepare a schedule for the Nominations process. During next two Board meetings, we should all come with suggestions of future Board candidates.
- Strategic Plan. Maile has worked on the strategic plan to make SURF more sustainable with Paul Hadley and is looking for feedback on the draft plan from Board members. The attempts to grow SURF organically over the last several years have had limited success. While we have tackled many big issues, there is still disconnect between the discussions and implementation of SR in the field. So there is still a huge opportunity for growth. We may have too narrow of a focus to enable growth and inclusion of the entire remediation industry. There is also an opportunity to work beyond the remediation industry. Strategic plan has three focus areas include: Partnering with a high quality technical conference, alignment with a University (including development of a curriculum), and partnering with a journal publication (long term – bigger than our quarterly newsletter). Some of the details have been populated and potential partners have been suggested. A small focus group (4) should be formed by SURF 31 (and definitely by Battelle 2016). Financial support will be required for execution of the strategic plan. Large remediation (particularly sediment) projects that are in progress will have huge implications for social and economic

considerations. There are also opportunities for impacts assessment and ecosystem services focus. It's important that SURF serves the needs of the membership. Another feature of the plan is a Technical Advisory Board that would work to direct the brain power of the organization. These are roles that Board members are currently trying to fill, but we are spread very thin and cannot provide sufficient focus to the technical aspects of the organization. Maile would like to see feedback on the draft plan immediately. We can discuss this on the next couple of Board calls. First tasks include the focus group, and associated funding and timing.

- Student Chapters Update
- Updates on upcoming conferences, seminars, other presentation opportunities (or report-outs from any recent events)
- Committee/Initiative Updates
  - Meetings (Kristin)
  - Finance (Keith)
  - Technical Initiatives
    - CSI
    - Social Aspects (Mel)
    - SRI. Buddy prepared a proposal for a follow up meeting and provided to Mel, Rick, and Maile. However, the proposal included a similar approach to the previous roundtable event coordinated by The Horinko Group.
  - Communications (Jake)
  - Membership (Amanda)
  - Education & Outreach (Rick)

#### Action Items:

- Provide Maile feedback on Strategic Plan. We will discuss specifics of the focus group on the next Board call.

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,

Amanda McNally, Secretary