

**SUSTAINABLE REMEDIATION FORUM (SURF)  
BOARD MEETING MINUTES 11/04/16 (FINAL- Rev1)**

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Meeting called to order: 1304

Attendees:

John Simon, 2016 President	X	Colleen Liddell, 2016 at-large Trustee	X
Barbara Maco, 2016 Vice President	X	Gerlinde Wolf, 2016 at-large Trustee	X
Tammy Rabideau, 2016 Secretary	X	Kristin Mancini, at-large Trustee	
Keith Aragona, Treasurer		Paul Hadley, 2016 at-large Trustee	X
Maile Smith, Past President	X	Rick Wice, 2016 at-large Trustee	

Quorum: Yes

- **Approve meeting minutes from October 7, 2016 Board Meeting:**
  - Motion to approve made by: Collen, John
  - Second made by: John
  - All in favor: 1111
  - Opposed: 0
  - Approved: **YES** or NO
  
- **SURF 2017 Election:**
  - [https://docs.google.com/spreadsheets/d/1cDIHmqnG8uN\\_BnsCtdh9VbteZLwyglzETWkzRd62z1U/edit#gid=1467221839](https://docs.google.com/spreadsheets/d/1cDIHmqnG8uN_BnsCtdh9VbteZLwyglzETWkzRd62z1U/edit#gid=1467221839)

Maile: update on election process. Link to election guidelines with milestones. SURF members in good standing can nominate. No students. Nominations will close mid-December. Nominations committee (Maile) lead will work with Kathy to go through nominations to make sure they are in good standing. Puts together a ballot. The voting takes places outside of the SURF website. Kathy works with 'facilitator' to makes this happen. Once voting period closes, Kathy works with Secretary.

Tammy will be the person who is in charge of tallying who is a member and who is not a member on the ballot.

Barbara – asked if Maile would head the nominating committee and Maile agreed.

The facilitator should not be running or have nominated someone.

Paul – current board members need to establish if they are eligible to run again.

At large board member - 2 year term

Treasurer - 2 year term

President, Vice President and Secretary - 1 year term

Review the amended bylaws – Tammy to attach the bylaws and amendment

Maile – check if Gerlinde's time on the board (as she filled in as board member when Aaron Thom resigned) counts toward term limit.

Original: 11/12/16

Revised: 11/18/16, 11/19/16

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- **Independent Contractor update:** John – work in progress. Target is the end of the year for a draft to the board.
  
- **SURF 33 Post-Conference Update:**
  - *SURF 33 hot wash including participant survey and needed follow-up: This will be on the next board meeting agenda, as Kristin was not able to make the call today.*
  - Barbara – excellent meeting and speakers. The panel speakers were even better. Clemson folks and speed dating was positive.
  - Barbara – send a thank you note to Boeing. She will draft the thank you and send to John and Kristin for review. Highlight to Marissa for her assistance (Boeing contact)
  - Kathy will send individual thank you's to each of the speakers. YES it is ok to do so.
  - Kathy will work with Maile to update website with information on the 2016 high priority initiatives.
  - Deyi is a PhD from Cambridge University, professorship in China. Email to John on a sustainable remediation survey. Request to participate in his survey. He will share his results. John will follow up with Deyi and see what he actually needs. He has been a surf member in the past and has been a speaker
  
- **Updates on conferences, seminars, other presentation opportunities:**
  - SURF 34 (Paul): refer to email sent on 11/3/16
    - Brian Lewis – GRA groundwater resources association. Been around 27 years.
    - California – sustainable groundwater management act. Mellissa interacted with Brian and enthusiastic to participate. Ongoing – work together for a good venue to work with GRA.
    - Bringing this to the board before reaching back out to GRA about partnering for SURF 34.
    - If we don't work with them at SURF 34, it would be a year before we could again because we won't be in California until 2018.
    - Discussion after SURF 33 about this. Barbara – let's give it a try to partner. Good opportunity to do outreach on SURF 2015 white paper Groundwater Conservation and Reuse and follow up with SURF 31 presenter and Sam Unger, Executive Officer for the LA RWQCB.
    - In response to our thank you to Parsons for hosting SURF 31 they replied and said that SURF would be welcome to hold their meeting there anytime.
    - Actions – reach out to Parsons, reach out to GRA
    - Maile – involved in GRA and the new California Sustainable Groundwater Management Act. Her concern is that the SGMA is focused on protection of drinking water sources.
    - Paul – who is sustainable GW MA led by? Maile – DWR
    - Maile – this is a really big deal for California, but will it pull in other SURF members and attendees.
    - Maile – Kristin may have involvement with GRA?
    - John – everything sounds great with GRA, but not the whole session.
    - Paul – the meeting with GRA could be offered 1/3 of the time space.
    - Maile – need to establish a theme with GRA.
    - Paul – revise email to GRA ensure SURF doesn't over commit and have Maile/Kristin review. Once approved, Mel will be send to Brian.
    - Barbara – we will add to the email to Brian that we want to build on our relationship to California regulators.
  - EcoAdapt Webinar scheduled for 11/15/16: second in the series. 1:30 to 2:30 Eastern. Feature Carlos and Ann from EPA and Tom Potter from Massachusetts and brief progress

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report on SURF's TI. We're making progress on the TI. New team members and student members from Clemson also interested.

- Collaborative opportunities with AEHS: Paul – monthly meeting planned and a draft concept/letter of understanding on how each organization can work together. Draft by 11/30/16 (on the agenda is climate change and resilience. Other topics from the board?)
- **Committee/Initiative Updates:**
  - Finance (Keith): No update
  - Technical Initiatives:
    - Climate and Resiliency (Barbara)
    - Social Aspect of Sustainable Remediation (Barbara) –
    - Proposed Value of SR TI Proposal 2016 - Erin Healy – SURF outreach outside of SURF and was very positive. Erin wanted to confirm the proposal for Value of Sustainable Remediation Technical Initiative was approved.
    - Gerlinde – submitted to Tammy 3 weeks ago via email, but was not addressed.
    - Gerlinde to re-submit to entire board and do an email vote.
    - The email was sent out on 11/4/16 at 1416 hours by Gerlinde and the vote was unanimous to APPROVE the Value of Sustainable Remediation Technical Initiative. The Proposal for Value or SR TI is included as an attachment to the minutes.
  - Communications (Maile/Jake):
  - Membership (Tammy): 16 new memberships. Most of the memberships are the result of people paying for and attending SURF 33. Tammy emailed these people indicating they need to fill out an online membership application to complete the membership process.
  - Education & Outreach (Rick): no update
- **New Items to the Agenda:** Other potential dates/times to conduct the biweekly board calls (Colleen/Tammy): 8 responses. Not one day that fit all of us. We will continue with every other Friday at 1300 hours eastern.

**SURF 2016 priority initiatives:**

Priority Initiative	Leader
Continue meetings and programs	Kristen Mancini
Partner with another organization and/or conference	Maile Smith
	Paul Hadley
Conduct quarterly webinar	Barbara Maco for #1
Communicate value of sustainable remediation to non-SURF community	Erin Healy
Create proprietary database of GSR approaches and/or products	John Simon
Strengthen Case Study Initiative	Amanda McNally
Research role of sustainable remediation and reuse in climate change and resiliency (new technical initiative)	Barbara Maco
Focus academic outreach	Rick Wice
Develop awards program	Tammy Rabideau
Coordinate with EPA	John Simon
Expand on-line communications	Maile Smith
	Jake Torrens

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Conduct outreach on Groundwater Conservation and Reuse Technical Initiative findings	Paul Hadley
Develop Phase II of Social Dimension Technical Initiative	Melissa Harclerode

**Meeting adjourned: 1359**

**ATTACHMENT TO THE MEETING MINUTES:**

- **Value of Sustainable Remediation (SR) Technical Initiative (TI) Proposal 2016**
- **SURF By-Laws**
- **SURF By-Laws Amendment 1**

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.

Submitted by:

Tammy Rabideau, SURF Secretary

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