

**SUSTAINABLE REMEDIATION FORUM (SURF)
BOARD MEETING MINUTES 11/18/16**

Meeting called to order: 1306

Attendees:

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

Quorum: YES

- **Approve meeting minutes from November 4, 2016 Board Meeting:**
 - Motion to approve made by: John
 - Second made by: Barbara
 - All in favor:5
 - Opposed: 0
 - **Motion Approved: YES**

- **New Items to the Agenda:**
 - Importance of SURF with respect to potential federal agenda shifts (John)
 - SURF is not a political organization. But we should be aware of the federal agenda shift and if it affects our industry. If they push down in the EPA to the office of land and emergency management. As SURF we should not get distracted and continue to inform them (agency) of the work we have been doing. Should we send out an email to the SURF membership? What is going to change the climate change? Green remediation? We SURF/ industry should be ready to respond if something happens. If they take down the green remediation CLU-IN page, what do we do? As the federal government starts to take their foot of the gas, maybe the state agencies would step I and get more involved.
 - Barbara – other organizations have sent out emails to their membership
 - There has been a discussion on reduction to focus on climate change
 - Paul – ITRC met with them to discuss resiliency planning. They don't allow words like climate change or global warming.
 - Barbara – a message from the president on behalf of the board since it's election time
 - John to get a message drafted (6 or 7 sentences) and will out through the communications committee. We should push on the TI too. John send out next week and comments back and send out first of December. No need to vote on it, just approve.

- **SURF 2017 Election:**
 - https://docs.google.com/spreadsheets/d/1cDIHmqnG8uN_BnsCtdh9VbteZLwyglzETWkzRd62z1U/edit#gid=1467221839
 - Gerlinde to send an email to the communications committee that a notification about the election will be sent out

- **Independent Contractor update:** goal is still to have spreadsheet completed by end of year

- **SURF 33 Post-Conference Update:**
 - SURF 33 hot wash including participant survey and needed follow-up:
 - Barbara – any feedback or highlights from Kristin?
 - Kristin and Kathy have been trying to connect and haven't had a chance to look at the survey. At this time only positive feedback has been communicated. More to come when the survey information is reviewed and tabulated.

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- Thank you letter to Boeing – who should this be addressed to? Address to both Nick and Marissa
- Kathy indicated she is interested in participating in more meeting planning activities. We can discuss this more on a future board call.
- **Updates on conferences, seminars, other presentation opportunities:**
 - AEHS conference alignment agreement:
 - Subcommittee – Mike Miller has been interacting directly with AEHS in Amherst, MA
 - Maile prepared a memo of our participation – need board approval. Once board approval, the subcommittee will communicate this with AEHS folks. Hopefully we then can sign the agreement and this will put SURF on as partner level.
 - Partnership vs. business arrangement is the goal.
 - (1) sharing the attached draft with AEHS and having them make changes they would need or want, (2) developing the 'final' letter of agreement (if any changes are necessary), (3) both organizations signing the letter of agreement and making it available to SURF membership and others as appropriate, (4) moving to sign a 'contract' that establishes SURF as a partner-level (AEHS nomenclature/hierarchy for their sponsors) sponsor for the Fall 2017 Conference in Amherst, (5) moving to planning/staffing SURF technical sessions at the Amherst Conference and other elements/activities of our participation in the Fall 2017 Amherst Conference.
 - Motion to approve: Gerlinde
 - Second to the motion: John
 - All in favor: 5
 - Opposed: 0
 - **MOTION APPROVED: YES**
 - SURF 34: Paul/Kristin
 - Melissa will be drafting and email to that will be going out in a few days. The email will be to DTSC – Brian Lewis indicating that SURF members (Melissa, Barbara and Paul) have been in collaboration with the SURF board and that we are planning our next SURF meeting. SURF would like to start a communication to see if we can work together and collaborate on a conference and what would that look like. The second item for discussion is the potential for a webinar later in the fall of 2017 through the CLU-IN website.
 - John – does this mean it would be GW focused? No (Barbara) only have part of the SURF meeting focus on groundwater (1/2 day) or have a groundwater a panel.
 - The concern that SURF's focus in on remediation and not groundwater supply was reiterated by the group.
 - More to come when the email goes out and the dialogue gets started.
 - EcoAdapt Webinar concluded on 11/15/16:
 - Barbara – the webinar went well. All the resources were great to help with the climate change initiative. Webinar was recorded and will be posted on our website.
 - Can Kathy help with the communications committee getting information out to the membership about webinars? Constraint is that Mail chimp works better when 1 person is using it otherwise it will be flagged as spam. The committee will discuss if Kathy can take over doing all the communications via email.
 - Another option is to post on the SURF LinkedIn page, blog of Facebook
 - ~63 attended the webinar
- **Committee/Initiative Updates:**
 - Finance (Keith): No updates
 - Technical Initiatives:
 - SR value TI was approved by the board – Erin Healy is in the process of scheduling the first meeting (Gerlinde)
 - Communications (Maile/Jake/Gerlinde): Gerlinde will send an email about getting the election out the membership. Second item is a message from the president on behalf of the board

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regarding the importance of SURF with respect to potential federal agenda shifts (John will prepare a message this weekend for review next week)

- Membership (Tammy): No update
- Education & Outreach (Rick): No update

Board meeting schedule

- **December 2nd**
- **December 16th**
- **December 30th**

Meeting adjourned: 1353

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

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

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