

SUSTAINABLE REMEDIATION FORUM BOARD MEETING MINUTES

Meeting Reminder: SURF meetings are not a time for marketing and/or conducting business

Attendees: Present?

Date:	5/16/19
Meeting called to order:	12:04 PM EST
Meeting adjourned:	12:40:00 PM EST

Matt Ambrusch, 2019-20 President Yes
Betsy Collins, 2019-20 Vice-President Yes
 Cathy Rockwell, 2019-20 Secretary No
 Jason McNew, 2018-19 Treasurer No
 Lynn Tucker, 2018-19 at-large Trustee No
Roy Thun, 2019-20 at-large Trustee Yes
 Tom Potter, 2019-20 at-large Trustee No
Emerald Erickson, 2019 at-large Trustee Yes
Kyle Waldron, 2019-20 at-large Trustee Yes
 Kathy Adams Yes
 Gerlinde Wolf - past President No

Quorum:	Yes
Approve meeting minutes from:	5/2/19
Motion to approve made by:	Matt
Second made by:	Betsy
All in favor:	Yes
Opposed:	none
Approved:	Yes

New Items to the Agenda:	Name	Topic	Current Status/ Update/ Notes
I TRC	Matt	SURF to be Program Advisor	<p>SURF proposal for Climate Change and Resiliency has been approved with ITRC. Submitted on 5/3/19 response to RFP for SURF to be Program Advisor. Proposal was one of three selected for an interview which Barbara and Kathy participated in on 5/15/19. If selected, recommend developing TI to assemble team interested in participating and will be support to Barbara and Kathy. Advantage of SURF leading, allows non-ITRC SURF members to participate, great publicity/recognition in community. Board to vote on call.</p> <p>Roy discusses contracting with ITRC if SURF becomes Program Advisor - be mindful that ITRC historically has not allowed subcontractors. Contracting details will be ironed out if SURF is awarded the position.</p> <p>Kathy discusses interview yesterday - they were asked about six questions, mostly centered around roles, conflicts, grievances, management tools, and budget.</p>
	Kathy	Action items from Spring Meeting	<p>FROM LAST MEETING:</p> <p>Goal to tackle list in next 2 to 4 weeks. All to review the list and address, volunteer for open ones.</p> <p>Betsy and Kyle discuss webinar progress - Gerlinde confirms there's a platform to host webinar and Jason confirms willingness to present on SiteWise. Discuss communications (email and social media). Discuss who the webinar will be made available to - propose to make it available live to anyone, but archived webinars for members only. Next Steps (Kyle/Betsy): identify dates and advertise.</p> <p>Matt/Emerald: Roy discusses the hope that ecoSPEARS' platform may help spread SURF's word globally with a US-centric position showing us as the leader. Roy had an initial conversation with Ian regarding the fact that SURF does not promote any one organization - he confirmed that their interest is on the broader platform of sustainability (they want to help echo SURF's message to broader audience). Emerald also adds that this partnership may help to also bring more awareness to SURF, in general. Roy, Matt and Emerald to have a call with ecoSPEARS on May 17th</p> <p>Kathy asked how we can confirm that the folks that have volunteered recently are communicated with and engaged? In the past, committee lead - one page slide with what they are doing/ current status, board liaison? looking for volunteers on the SURFboard to check-in/ sponsor TI - or is it TI lead to reach out to President? Matt has reached out to a few individual folks, no response yet.</p> <p>Kathy to send out updated spreadsheet with action items/ info from Spring 2019 SURF meeting.</p> <p>SURF one page flyer - worth refreshing before we print more? Communications committee role? Emerald to follow-up with Jake/ Maile/ Communications team</p>

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Govt. outreach	Kyle	<p>Several new government members, Discussions with few are interested in a focused group, as well as outreach, potential routinely scheduled call for govt members (and those interested to assist)?</p> <p>Interested folks to assist with this: Anne Pavelka (retired NJ DEP), Kristen Thornton (DNREC), Sarah Courtney (Boeing), Ernesto Montenero (sustainable technology)</p> <p>Kyle scheduled a call for May 8th with Matt, Jason, Mike, Paul, and Tom - discussed what has been done historically and some different potential avenues in the future, capitalizing on the new regulatory members in SURF. Discussed submitting an abstract to the upcoming Brownfields Conference, per Tom's recommendation - Matt opened the invitation up to the Board for anyone interested in submitting an abstract - Roy is interested in having a panel discussion at the Brownfields Conference (he is looking to be the moderator on behalf of SURF). Also discuss that the TI needs to develop a more defined objective in order for success.</p>	
Recurring Updates:			
Responsible Person	Update (Y/N)	Topic	Current Status
Jason		Treasurer Update	Annual fees for fundraising efforts (Climate resiliency TI)
SURF Meeting Planning - Matt	Y	Meeting Planning	SURF booth confirmed for upcoming AEHS Conference