

SUSTAINABLE REMEDIATION FORUM BOARD MEETING MINUTES

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

Date:	7/11/19
Meeting called to order:	12:02 PM
Meeting adjourned:	1:08 PM

Quorum:	Yes
Approve meeting minutes from:	6/27/19
Motion to approve made by:	Matt
Second made by:	Cathy
All in favor:	Yes
Opposed:	None
Approved:	Yes

Attendees: Present?

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

New Items to the Agenda:	Name	Topic	Current Status/ Update/ Notes
Board update - July 11 mtg First 1/2 of meeting	Cathy	Vulnerability Assessment Screening Tool and MA pilot results	<p>Eric Mielbrecht from EcoAdapt and Barbara Maco joined call to present vulnerability assessment tool TI and draft summary report and deep dive into one particular site.</p> <p>MA Climate & Contaminants Pilot Hazardous Waste Site Screening presentation. Total cost of work was \$22k. Discussed background of project, objectives, looked at physical impacts with toxicological impacts, discussed the model developed that looked at site vulnerability + community & env sensitivity for the overall vulnerability, subset of 6,001 MassDEP database (of the 50k), 2,388 of 6,001 sites are likely to be exposed to flooding, storm surge or future sea level rise based on location (site exposure), 122 sites show potentially high site vulnerability based on model developed, and 210 show potentially high overall vulnerability (combines site vulnerability with community/env around them), looked harder at a site (Chelsea oil terminal) that was vulnerable to water level rise in future, Summary - products - 1) technical report on the screening and model, including data tables - could be used by regulatory team and LSPs and 2) Chelsea oil terminal site specific vulnerability synopsis and adaptation recommendations. goal to be replicable and transferrable to other states/ communities, use by MassDEP to enhance program for site management activities - regulatory program in waste site cleanup, asking env professionals to look at vulnerability/ climate resiliency wrt assessment and remediation - throughout full process, what changes/ adaptations should be made moving forward, next steps - packaging results for MassDEP use along with MVP communities</p> <p>Final report anticipated end of summer timeframe.</p> <p>Barbara and team looking to board to consider teaming/ partnering next steps</p>
SustRem	Roy	CLAIRE	CLAIRE is looking for a host for a 2021 Sustainable Remediation conference. Board to consider this - all to give some thought, can also consider teaming with Dr. Reddy, Boeing and others. Roy discussed option for combining with AEHS - will look at doing independent and as a partner (such as AEHS) - Roy to follow up with Nikola on attendance, etc.
ELEC Presentation	Emerald	I will be reaching out to individuals to gather information to present regarding SURFs recent work	Email sent to Board members regarding presentation ideas, Env law education center (ELEC) - conference in Seattle on sustainable remediation, meeting is Sept 12, Emerald planning to present on SURF work including white paper, ITRC work, MassDEP vulnerability - she'll be reaching out to us for information.
Webinars	Kyle		Email signup was sent out and dry run went well last week. Jason presenting on July 17 on Sitewise. Betsy working to get Paul Favara to present 2nd one.
Case Study	Kyle/ Roy/ Emerald	Case Study	<p>From last call: Case study location - older ones on main website and for new ones, post on Club Express and have teaser on website to click for new ones Kyle to get a couple/few more case studies written for his site. Emerald to reach out to Amanda and see where she stands and to support her.</p> <p>Roy - Roy will follow-up on this with SURF international affiliates on case studies</p>
ITRC - GSR team	Tom/ Barbara/ Kathy	Status update	First team call was on July 10; 80 team members including EPA, state agencies, NYC representative, number of original GSR members - lot of experience on team, first onsite mtg in Baltimore on Sept 17 and 18 - draft outline GSR updates (report due in 2 years), will be surveying stakeholders including all 50 states. Subgroups are being developed.

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New website	Gerlinde		<p>Maile working on finalizing new website (https://maile-smith-effz.squarespace.com/), transferring some documents to Club Express page - see "Member Resources".</p> <p>Per Gerlinde: she's sending an email today via MailChimp and Maile said migration may happen tomorrow.</p> <p>2017 board meeting minutes - status on those? Kathy's email today said she'll have them to us by Monday (June 17)</p> <p>once website is published, some tweaks to make - consider keeping list: why join SURF, etc.</p> <p>To do - action item (keep on future agenda): Look into using email solely through Club Express and not Mail Chimp</p>
Ongoing	Kathy	Action items from Spring Meeting	<p>FROM LAST CALL: Matt/Emerald: Call with ecoSPEARS (president and EVP of marketing/business development) on May 17th, Matt summarizes that they are a company that are heavily involved in sustainability and promoting environmentally friendly practices. Goal of partnership would simply be to partner with similar minded organizations and help spread the word on sustainable practices, in particular sustainable remediation and the SURF organization. Roy sees this as an opportunity to spread the word on SURF's international presence. Think about SURF development/refinement of a vision. Consider SURF facebook presence? EcoSPEARS offered to help develop/package relevant information to help SURF increase social media presence. Follow up email from ecoSPEARS included a short survey, Matt will send to the Board for review to make sure we are comfortable with this, Board to reply with questions or comments on email by 6/7/19. Next step - Matt to meet with Emerald and Roy on next steps and will send out to Group for discussion.</p> <p>Membership - Cathy looking for lead to get some momentum, if anyone can help please contact Cathy.</p>
Recurring Updates:			
Responsible Person	Update (Y/N)	Topic	Current Status
Jason		Treasurer Update	First ITRC invoice was submitted on 8 July 2019 (1st of 12 monthly invoices). JM to prepare budget tracking sheet for board review to track costs/invoices over the year. Subcontracts to Kathy/Barbara to be submitted to attorney for review.