

SUSTAINABLE REMEDIATION FORUM BOARD MEETING MINUTES

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

Attendees: Present?

Date:	10/31/19
Meeting called to order:	12:04
Meeting adjourned:	1:01 PM

Matt Ambrusch, 2019-2021 President Yes
Betsy Collins, 2019-2021 Vice-President Yes
Cathy Rockwell, 2019-21 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 No
 Emerald Erickson, 2019 at-large Trustee No
 Kyle Waldron, 2019-20 at-large Trustee No
Kathy Adams Yes
 Gerlinde Wolf - past President No - maternity leave

Quorum:	5 - Yes
Approve meeting minutes from:	Sept 19, Oct 3 and 17
Motion to approve made by:	Matt
Second made by:	Cathy
All in favor:	Yes
Opposed:	none
Approved:	Yes

New Items to the Agenda:	Name	Topic	Current Status/ Update/ Notes
SURF Fall Meeting Recap	Matt	AEHS/ SURF Meeting	<p>SURF meeting went well - great to open up to non-members directly after SURF technical sessions works well, good booth traffic, presentations and panel had great discussion, good input from non-SURF members, Jason - suggest adding a couple minute intro to SURF in beginning - who we are, mission, # members, no sell policy, etc. New members from the discussions/ meeting.</p> <p>Matt/ Betsy discussed with Brenna (AEHS) - abstracts are sent out to state agencies for respective credits (specifically CT LEP which did not approve SURF sessions for credits). Matt to ask Brenna who Brenna coordinates with to discuss. Conference committee - look into if topics or if time related why first session was less attended than later one.</p> <p>TI discussion - Kathy working on meeting minutes/ action items and will include this moving forward. Keep TI discussion - new/ refresh ideas on agenda for next call. Kathy talked to Sue who might be up for leading case study TI; also interested in sponsorship.</p> <p>Discussion on website ideas noted -make webinar links easier to find, consider adding technical/project highlight or person (update on some frequency)</p> <p>Case study/ fact sheet - turn into webinar and highlight on website - work on getting content onsite. Current News on front page. See what's most current. Keep on agenda in future</p> <p>Monthly clu-in emails/ newsletter - add GSR/R topic. Paul Favara had it announced in the recent one. Should plan to do in the future for upcoming ones.</p>
ITRC - GSR team	Tom/ Barbara/ Kathy	Status update	Subgroups starting to meet this week, next team meeting/ call on Nov 12.
SustRem	Roy	CLAIRE	Discussed timing for diving more into details for SustREM (2022) - at a minimum, wait till after holidays and/or wait to west coast AEHS in March 2020.
Webinars	Kyle/ Betsy		Next Webinar in December (Mel Harclerode CDM Smith on Social), and solar powered SVE in February, discussed post-webinar survey tied to Certificate of Attendance - Betsy to look into. Paul did live polling during his webinar and got good feedback on it. Betsy to suggest to Mel (social) and Rob (SVE) as an option during their future webinar. Also discussed taking the first 2 minutes of each webinar to promote SURF.
AEHS Conference	Matt	Status of Fall 2019 and Spring 2020	Roy asked Matt to reinforce SustRem partnership with Paul K if he gets a moment.
Case Study	Kyle/ Roy/ Emerald	Case Study	<p>Case study initiative lead is open at this time. Gerlinde interested when she returns from maternity leave but as a backup - still send out email to members asking for support and discuss at SURF meeting in October.</p> <p>no update at this time.</p>
Mass Climate Resiliency pilot	Cathy/ Tom	Follow-up from presentation	Group meeting in next week or two to follow up on comments/ notes from presentation at AEHS. Several asked when it would be published - GIS mapping tool along with report, interest from NJDEP, consider different terminology for 'climate change' - limits use for some RPs, EPA NPDES permit re-authorization along Mystic River up in Q2 2020, 30 day comment period

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New discussion	Roy	Academia outreach/ engagement	Engage/ sponsor grad student to develop tangible product on behalf of SURF. Lot of upside, attract new young talent, stay current/ be out in public. Roy asking for board input on what topics of interest. Keep on next board call agenda. Suggested reaching out to Dr. Reddy for topics.
Recurring Updates:			
Responsible Person	Update (Y/N)	Topic	Current Status
Mike Smiley	Y	Newsletter	Requests conference summary article - volunteers? Kathy Adams planning to draft post-AEHS
Cathy/ Jason	Y	Membership	Up to ~20 government members - reach out in near term to engage more? Keep on agenda in future - discuss what we can
Jason	Y	Sponsorship	Goal to get sponsor letters out by Thanksgiving this year so confirmation and checks can be received prior to AEHS spring meeting. Matt offered to assist Jason. All to send any suggestions for sponsors if you heard potential interest.