

SURF CONFERENCE CALL: OCTOBER 9, 2012

Introduction

Karin Holland (SURF President) welcomed SURF members to the call. The goal of the call was to communicate the recent activities of SURF's Board of Trustees, committees, and technical initiatives. Karin encouraged SURF members to provide feedback about the call and suggest improvements to make it more valuable for SURF members. If SURF members find the calls worthwhile, the calls will continue.

2012 Board Activities

Karin highlighted the activities of the Board this year to date (see list below). As background, the Board meets every two weeks via conference call for two hours to address strategic, legal, and administrative issues. Regardless of the topic, the main objective of these calls is to ensure that activities support the SURF mission and SURF members. Karina Tipton (SURF Secretary) takes notes during the Board calls.

Minutes from all Board of Trustees meetings are available to members on the SURF website. Members should log in using their assigned username and password. Under "Member Resources," select "Documents," then "Board of Trustees Meeting Minutes."

1. Increase the value that SURF brings to its members.

A tiered registration fee will be in effect for SURF 21. As a benefit of membership, SURF members will pay the lowest cost for meeting registration. Only SURF members were invited to the conference call today, and webinars are being planned for members only. Karin encouraged SURF members to tell the Board about any other ideas that would enable SURF to bring value to its members.

2. Approve SURF guidelines and policies.

Through work with SURF committees, the Board has developed and/or approved several documents, including the following: Travel and Meeting Expense Reimbursement Policy and Implementation Guidelines, and Meeting and Presentation Guidelines. The first policy allows reimbursement of individual domestic and international travel expenses when the activity advances SURF's mission of education and research. This new policy is being used to pay for the participation of international SURF members at SURF 21. (To read the policy, log into the SURF website, then navigate under "Member Resources" and select "Documents," then "Administrative Documents.") The Meeting and Presentation Guidelines provides a more formal timeline (e.g., when to issue agenda) and additional information for the Meeting and Programs Committee.

3. Support Meetings and Programs Committee.

The Board supports the Meeting Planning Team during the planning of all SURF meetings and reviews the survey responses from meeting participants to address the comments received. Karin plugged the next meeting (SURF 21), which has the theme "Sustainable Remediation around the World." Representatives from SURF organizations in Japan, Brazil, Australia/New Zealand, Canada, United Kingdom and China, as well as individuals from the U.S. EPA, International Standards Organization, and NICOLE (The

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Network for Industrially Contaminated Land in Europe) will be presenting and/or serving on panel discussions. In addition to SURF 21, the Board is also helping to plan for meetings in 2013. In general, two types of meetings will be held next year. (Thanks to Stephanie Fiorenza for the suggestion!) At the end of January or February, SURF will hold a working meeting, complete with breakout sessions, to allow SURF members time to work together face to face and advance the various committees and initiatives on which they work. Depending on the response from this working meeting, an additional working meeting may be scheduled in the fourth quarter of 2013. In the second or third quarter of 2013, a conference-type meeting will be held. Exact dates and locations for 2013 meetings will be confirmed and communicated to SURF members soon.

4. Ensure finances are in check.

The Board reviews and tracks SURF's finances through its Treasurer. The current balance is approximately \$67,000. Based on expenses associated with SURF 21, the Board expects the balance to be approximately \$57,000 at the end of this year. Karin said that SURF's finances are healthy and have enabled student sponsorships at SURF 20, sponsorship of a sustainable remediation student paper competition at Battelle next year, travel reimbursement for international guests at SURF 21, and continuing support from meeting facilitation and technical writing personnel.

5. Enhance relationships with international SURF organizations.

This year, the Board has focused on trying to work more closely with SURF's international affiliates. A conference call among these organizations is held quarterly and is helping allow all SURF organizations to work more collaboratively and avoid duplicating effort. Karin addressed one question she received before the call about whether SURF Canada was part of SURF. She said that SURF Canada is its own entity, but works closely with our organization.

Member Activities

Karin updated SURF members on the activities of SURF committees and technical initiatives. She emphasized that these efforts support the mission of SURF. She read the following mission of SURF:

To maximize the overall environmental, societal, and economic benefits from the site cleanup process by:

- Advancing the science and application of sustainable remediation
- Developing best practices
- Exchanging professional knowledge
- Providing education and outreach

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Committee Activities

Karin highlighted the recent work of the Communication and Outreach Committee. (The Regulatory Outreach and Academic Outreach Initiatives are subsets of the Communication and Outreach Committee.)

1. Communication and Outreach Committee

Karin commended this committee for doing a great job spreading the word about SURF. She mentioned the value of the membership directory on website, which lists the contact information of all SURF members. The committee has identified a number of SURF speakers to provide presentations at events. The committee is currently updating the “Who is SURF” presentation, which is designed to be used by SURF members to provide a consistent and accurate overview of SURF. Karin said that SURF has a Memorandum of Understanding with the Air and Waste Management Association and will be presenting joint seminars with them at the end of this year or the beginning of next year. If you’re interested in joining this committee or have questions, contact Stephanie Fiorenza, Maile Smith, or Jake Torrens.

2. Regulatory Outreach Initiative

This initiative is working on developing three standard SURF presentations about sustainable remediation for regulatory audiences. The existing presentation is about 30 to 40 minutes; the group plans to modify this presentation to develop a shorter presentation and a longer presentation (i.e., about two hours). In addition, the group is working with state agencies to schedule dates to present the information. One presentation is scheduled as part of Minnesota Pollution Control Agency’s Remediation Green Day. If you’re interested in joining this committee or have questions, contact Buddy Bealer or Stephanie Fiorenza.

3. Academic Outreach Initiative

Karin said that the progress of this initiative and the excitement generated by it was evident at SURF 20. The number of SURF student chapters is increasing. Official chapters are established at Colorado State University, University of Illinois at Chicago, Colorado School of Mines, Clarkson University and Syracuse University. Student chapters are in the planning or development stages at Stanford University, Rutgers University, and University of Michigan. If you have contacts at these universities or would like to participate in a student chapter located near you, please contact Pamela Dugan or Mike Miller. Karin mentioned the SURF student paper award that will be presented at Battelle; the paper will be judged by SURF members for sustainable remediation aspects. Finally, she described the SURF student chapter design

A list of all Board members and a link to their email is provided on the SURF website under “About.” A link to a list of Committee and Initiative leaders is provided on the same page. Work products generated by these groups are available to SURF members by logging into the website, navigating to “Member Resources,” and clicking “Collaboration Area.”

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competition that will take place in the 2013-2014 academic year, in which SURF members design a problem and SURF student chapters design a solution. If you would like to contribute to any of these efforts, contact Pamela Dugan or Mike Miller.

Technical Initiative Activities

Karin said that the Board has agreed upon the following three themes for technical initiatives in 2012:

- Cleanup of water is a central focus of the remediation industry. How can SURF help practitioners better conserve water resources during remediation projects?
- How can SURF better collaborate with other groups both nationally and internationally to develop and implement technical initiatives?
- How can SURF assist practitioners to rate the sustainability of their remedial projects in a way that is aligned with other rating systems, such as Envision, LEED and SITES?

The first three initiatives described below address these themes.

In addition, Karin said that, during Board discussions, it was agreed that concise deliverables (vs. long documents) were desirable. The fourth initiative helps achieve this goal. General questions about technical initiatives should be directed to Karin Holland or Paul Favara.

Contact information for all Committee leaders is provided in SURF's Membership Directory. To access the directory, log into the website, navigate to "Member Resources," and select "Membership Directory."

1. Groundwater Conservation and Reuse

This initiative evaluates the various options of reuse of contaminated groundwater, as well as water conservation and recycling. A draft document will be submitted for Board review by the beginning of 2013. Currently, the group is gathering case studies for the draft document. If you would like to participate or have a case study to share, contact Paul Hadley or Patrick Keddington.

2. Integration of Sustainable Remediation and Sustainable Reuse

Members of this initiative have written a perspective paper describing how collaboration between SURF and reuse practitioners can help advance sustainable concepts and result in a win-win outcome for all parties involved. The paper is currently under final review by the Board and will be submitted to Remediation at the end of this month. For questions about this initiative, contact Stella Karnis, Dennis Kasner, or Karin Holland.

3. Sustainable Remediation Site Rating Systems

This initiative is evaluating whether there is a business case for a sustainable remediation based rating system or whether an existing rating system could be used to rate sustainable remediation aspects at sites. The group is currently assessing existing rating systems. In addition, a survey to determine the need for a rating system for sustainable remediation was developed and will be distributed to SURF members. If you

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would like to participate in this initiative or have questions, contact Dick Raymond or Diana Hasegan.

4. Sustainable Remediation Resource Index Initiative

The members of this initiative view the index they are developing as a one-stop shop of sustainable remediation tools. The group is working with members and students to create electronic index cards summarizing sustainable remediation resources, including tools and case studies currently available. The index cards provide short descriptions of the resources. The goal is to develop 22 index cards before the next SURF meeting in December. If you would like to participate in this initiative and/or develop an index card on a case study or tool, contact Pamela Dugan or Mary Kean.

Questions, Answers, and Feedback

Karin encouraged SURF members to provide feedback on if the call was helpful and how SURF can provide more value to its members. She also said that Board members and Committee leaders were on the phone as well to answer general questions.

Question: What is path forward about sponsoring student chapters to attend SURF meetings?

Answer: Karin said that there has been no decision on this matter yet, but discussions are taking place at the Board level as to if and how student chapters should be sponsored. She encouraged SURF members to contact Pamela Dugan or Mike Miller if they have contacts at any of SURF's student chapters or if they have time to make a presentation at one of their meetings.

Feedback: One member suggested that having a webinar instead of only a phone connection may be helpful so that documents can be looked at online.

Feedback: One member said that the call helped her "stay in the loop" if she couldn't make a meeting.

Nominations are being accepted for open Board and At-Large positions in 2013. Consider nominating yourself or someone else! Nomination forms are available on the SURF website under "member resources"
