

BOARD CALL

Attendees:

Date:	7/29/2021
Meeting called to order:	10:01
Meeting adjourned:	10:46 AM
Quorum:	yes
Approve meeting minutes from:	7/15/2021
Motion to approve made by:	Betsy
Second made by:	Roy
All in favor:	All
Opposed:	None
Approved:	Yes

Betsy Collins, 2021-23 President Yes
 Kyle Waldron, 2021-23 Vice President Yes
 Stacey Hellekson, 2021-23 Secretary Yes
 Jason McNew, 2020-22 Treasurer Yes
 Roy Thun, 2019-23 at-large Trustee Yes
 Emerald Erickson, 2020-22 at-large Trustee Yes
 Kristen Thornton, 2020-22 at-large Trustee Yes
 Rob Rebel, 2021-23 at-large Trustee Yes
 Chris Shultz, 2021-23 at-large Trustee Yes
 Kathy Adams Yes
 Matt Ambrusch, 2019-21 President (past President) Yes

REMINDER - SURF SECRETARY TO CHECK:

- newsletter sign-ups via website go goes to the Mailchimp MASTER email list. Submissions from the website are also saved in this Google spreadsheet: <https://docs.google.com/spreadsheets/d/1p79BdUxaMcJ5mVWFqE8tWESnUNSGwL9eqYqVL5VwaE/edit?usp=sharing>
- form block for Technical Initiative/Committee sign ups on the website goes to this Google spreadsheet: <https://docs.google.com/spreadsheets/d/1IW1m3JyXCVVDxj1GtnKTBR1blqWl3YBQW62t1sKCGQ/edit?usp=sharing>
- New member tracking <https://docs.google.com/spreadsheets/d/1LqTxfWPw2sg1ZL2UoaDRwjFLeyYdiP3LuPljicqMU/edit#gid=0>

Recurring Updates: First Meeting of Month			
Responsible Person	Update (Y/N)	Topic	Current Status
Betsy		Review Website Inquiries	
Emerald		Social Media	Emerald has sent edits have been sent to DBG for contract. Send out final draft to board once edits are completed.
Betsy		Website Management	Nothing new. Need to update calendar.
Roy		SURF International	Nothing new. Sustain-a-thon - September this is taking place - related to RemTEC and related specific to UN SDGs.
Stacey		Membership	One new member in July, sending out our new membership questionnaire with the welcome email. (3 to send email to with this survey)
Rob		Outreach	Need to schedule a meeting.
Chris		Webinar	James Henderson has committed, but no date yet. Betsy to contact James for date within the next week. Kyle to ask Jonathon Smith (Shell in UK). Jacob Barnes with Burns and McDonnell - Tentatively on the schedule for September 29th - pending confirmation. Go-to-Webinar is reserved. Awaiting bio and abstract info from Jacob. Time slot for Go-to-Webinar reserved for James August 24 if he can accommodate.

Recurring Updates: Second Meeting of Month			
Responsible Person	Update (Y/N)	Topic	Current Status
Betsy		Review Website Inquiries	No new members; two folks from Intact. Kyle sent them email.
Matt		SURF Meeting Planning	AEHS: in good shape for everything we need to provide AEHS with - everything in draft program online. Once received and reviewed, work as a group to coordinate sessions. Met earlier this week for AEHS conference. Looking for complimentary code for SURF to register. High level topics for AEHS membership meeting. SURF Break plug for planning committee. Outreach event 9/22. Spring SustRem have received abstracts. Starting to look and rank abstracts. Academic outreach - mtg. last week; bigger picture for this program. 15-min. tool kit for presentation to profs/students.
Kathy		Newsletter	August issue to include video tutorial plug. Next issue will feature silver or bronze sponsor.
Kyle		Technical Initiatives	Government Outreach: Betsy to email East Coast government folks to gauge interest for presentation. Climate Change: Emerald to forward email from Barbara. SiteWise videos up and ready to go. Still need SEFA - goal within the next 2 months.
Roy		SustRem Planning	18 abstracts targeted for sustainability.
Rob		Case Studies	Kyle to email Gerlinde to request Ramboll case study. Kathy to email Mel Harclerode about updating previous case study. No new updates. See if Gerlinde has time to complete a case study.
Jason		Treasurer Update	Working on taxes for last year. New trademark renewed. Paid for AEHS and provided money for scholarship (\$500). Waiting for \$\$ from Shell for sponsorship.

New Items to the Agenda:			
Name	Topic	Current Status/ Update/ Notes	
Betsy	Betsy	Remediation	Remediation journal - First column will be state of the practice. Contributors: Maile Smith, Betsy Collins, and Stewart Abrams. Matt to ask Stew. Due 8/1. Quarterly. Kyle to help find people, and Kristin and Emerald to help brainstorm questions.

Action Items from 3/2021 AEHS				
Task	Task Lead	Status	Status	Notes
Newsletter	Kathy Adams		Include resources shared and SETAC special issue in upcoming SURF Break issues.	
Outreach	Rob Rebel, Bret Bergstrom (WYDEQ), Keith Thomsen		Kick off Outreach Team and determine next steps. Establish SURF website as the one-stop clearinghouse for sustainable remediation resources.	What is value of getting in front of an agency? Tabulate state resources. ITRC working on something similar, supposed to be an interactive map. Create a slide deck for SURF benefit to use for agencies, potential sponsors.
Sustainable Remediation Panel	Betsy Collins		Explore option of reinitiating the Sustainable Remediation Panel as part of Remediation.	
Case Studies	Kathy Adams		Forward draft case study created during Hassan Amini's presentation to Rob Rebel for follow-up.	
Webinar Series	Chris Schultz		Hold a webinar on ISRA and other international efforts to help knowledge sharing (Roy Thun, Eric Mielbrecht). Hold a webinar on how to initiate sustainable remediation efforts at your own company (Nick Garson, Jason McNew, Rob Rebel).	maybe a workshop/panel on this.
Big Data Technical Initiative	Kyle Waldron		Determine interest and potential scope; follow up with Stacey Hellekson (she is interested in working on this).	Katie Elich also very interested
Demographics	Kathy Adams	Complete 4/1.	Per a request, determine SURF membership composition. Based on the membership as of March 22nd, the composition is as follows: 3% academia, 25% government, 68% regular (includes consultants, industry, and vendors), 3% retired, and 1% student.	
	Stacey Hellekson	Complete 5/1	Follow up with Lara Quetin with above results.	
Email Distribution	Gerlinde Wolf and Kristen Thornton		Cross check AEHS conference registration list against SURF email distribution list and add individuals not already included.	
Meetings and Programs	Matt Ambrusch		Plan a student outreach event. Contact Cathy Rockwell and Jessica Gattenby for support; both are interested but do not have time to lead.	Humanitarian Engineering @ CO School of Mines
Membership Engagement	Betsy Collins	Complete 4/7	Meet with Nicole and Stacey to discuss ideas and next steps.	

	Nicole Tucker and Stacey Hellekson		Create a formal introduction to SURF for new members. (It may be possible to create a customized email within ClubExpress for new members.) Ray Smith may be interested in getting involved.	
		Complete	Reach out to new member Maryam Azad (Cascade Drilling). Follow up with Chelsey Shepsko (Sanborn Head); she is interested in getting more involved.	
			Follow up with Bill Butler (ERM); he chatted "Plug me in where you need support. Just need to renew my membership for this year."	
	Betsy Collins	Sent 4/8	Follow up with Priscila Vargas de Oliveira (Ramboll), who visited the booth.	
Sponsorship	Jason McNew	Sent sponsor check on 5/5!	Follow up with Alex Jernigan (Gregg Drilling) in a month or so if we do not hear from him.	