



Interstate Technology & Regulatory Council

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ITRC Board of Advisors Meeting Minutes October 19, 2023 Virtual, 11:30 am – 1:00 pm EDT

ATTENDANCE

Voting Members Present - Quorum Established

- Randy Chapman (VA), Co-Chair
- Rebecca Higgins (MN), Co-Chair
- Jared Champagne (LA), Training Program Coordinator
- Claudio Sorrentino, (CA), Team Leader Liaison (Voting)
- Stephanie Lewis (CA), Cross-Media Outreach Liaison
- Sandra Snyder (SC), State Engagement Coordinator

Non-Voting Liaisons Present

- Cindy Frickle, U.S. EPA
- David Tsao, BP, IAP
- Heidi Durako, DoD-USACE
- Jeremy Musson, Pinyon Environmental, IAP
- Lisa Matthews, U.S. EPA (Non-Voting)
- Natalia Vinas, DoD-OSD (Non-Voting)
- Sarah Thompson, DOE-EM

ITRC Staff Present:

- Charles Reyes
- Devin Seckar
- Marguerite Bennett
- Carolyn Sistare
- Nicole Henderson (Contractor)

Absent:

- Samuel Iwenofu (WA), Special Projects Coordinator
- Andrea Leeson, DoD-SERDP/ESTCP (Non-Voting)
- Brian Jordan, DoD-OSD (Non-Voting)
- David Asiello, DoD-OSD
- Kathryn Lynnes, DoD-Air Force (Non-Voting)
- Kim Brown, DoD-Navy
- Poppy Harrover, DoD-Army (Non-Voting)
- Stephen Hurff, DoD-Navy (Non-Voting)

1. WELCOME

Charles Reyes welcomed attendees to the ITRC October Board of Advisors (BOA) meeting and requested members to complete a short survey about the 2024 Annual Meeting.

2. BOARD BUSINESS

Review September 15, 2023, BOA Meeting Minutes

The BOA reviewed the draft minutes from September 15, 2023, BOA Meeting. No edits were introduced during the meeting.

William R. Chapman
Virginia Department of
Environmental Quality
ITRC Co-Chair

Rebecca Higgins
Minnesota Pollution
Control Agency
ITRC Co-Chair

Charles Reyes
ITRC Director

- **Motion:** Randy Chapman put forth a motion to approve the minutes; seconded and passed unanimously.

3. OUTSTANDING BOA ACTION ITEMS

Reyes led a discussion with the Board about outstanding actions from the August and September BOA meetings. A summary of the discussion is provided below.

- Environmental Research Institute of States (ERIS)
 - The next ERIS State Research Needs Survey will be released in 2024.
 - ECOS, ERIS, and ITRC staff continue discussions to increase coordination among the three groups.
- ITRC Marketing: ITRC staff are continuing to develop marketing materials for member groups and new teams. The BOA discussed outreach to the tribal, public stakeholders, and international communities and if increasing translation of ITRC guidance and focus sheets would help increase their participation.
- Cross-Media Liaison Position Description Revisions: Stephanie Lewis provided an update about revising position description. Lewis and Reyes received a few suggestions and comments from the Board and the action will be revisited by Lewis and Reyes in November. Reyes noted that any change would need to be approved by the ERIS Board of Directors.
- LNAPL Training, South Africa, 2024: David Tsao provided an update on a request for ITRC to provide LNAPL training in South Africa in spring 2024. ITRC members leading this effort are waiting for formal invitations from the host organization.

4. NEW 2024 ITRC TEAMS DISCUSSION

Reyes and Claudio Sorrentino provided an update on the new 2024 ITRC Teams. Team Leaders have been selected for the CEC Biologicals, PFAS and Vapor Intrusion teams:

- PFAS Team Leaders: Kristi Herzer (VT), Ted Campbell (NC DEQ), and Jeff Wenzel (MO DOH)
- Vapor Intrusion Team Leaders: Matt Williams (MI EGLE), Kelly Johnson (NC), and Tina Ures (CA Waterboards)
- CEC Biologicals Team Leaders: Vivek Mathrani (CA DTSC) and Paula Panzino (AZ DEQ)

Maggie Mandell (Environmental Works, Inc.) will be the Program Advisor for the CEC Team. PFAS and Vapor Intrusion Team Leaders will be interviewing potential program advisors for their teams in November.

Reyes reminded the BOA there will be 2024 scoping sessions with each new team in December 2023 and the Kick-Off Meeting will be held in January 2024 in San Diego, CA. He also announced that ITRC is removing the interested party self-designation in Connect and allowing for rollover registrations for existing teams continuing into 2024 so that members do not need to re-register for Teams.

5. INTERNATIONAL OUTREACH AND PARTNERSHIPS DISCUSSION

Reyes, Rebecca Higgins, and Sorrentino provided a summary on recent ITRC outreach initiatives. Higgins accompanied the ITRC CEC and Microplastics teams to Melbourne, Australia to take part in ALGA's 2023 SustRem/Ecoforum Conference. The two teams conducted training on each of their resources and Higgins gave a keynote address that provided a history of ITRC and highlighted our partnership with ALGA and the international community. Higgins also conducted outreach and marketing activities while in Australia. Sorrentino shared that the CEC and Microplastics teams also conducted a virtual training as part of RemTech Europe in September. Reyes added that ITRC conducted a virtual workshop with ALGA and NICOLE about 6PPD, led by our 6PPD Team.

Reyes summarized the many invitations ITRC has received for training to the international community in 2024, and the BOA discussed the ITRC's capacity to support international training and outreach. ITRC will focus on virtual training and outreach opportunities and focus both virtual and in-person training and outreach on marketing and Teams that already have an existing training course/curriculum.

6. OTHER REPORTS & UPDATES

Reyes shared that the Strategic Planning Team is developing a feedback survey for ITRC members that will be distributed in late October. The Strategic Planning Team will meet on January 10-11, 2023, in San Diego, CA, in conjunction with the ITRC Kick-off Meeting.

7. MOTION TO ADJOURN

- **Motion:** Lewis put forth a motion to adjourn the meeting; seconded and passed unanimously.