

ITRC Board of Advisors Meeting Minutes
September 15, 2023
Virtual, 12:30 pm – 2:00 pm EDT

ATTENDANCE

Voting Members Present - Quorum Established

- Randy Chapman (VA), Co-Chair
- Rebecca Higgins (MN), Co-Chair
- Jared Champagne (LA), Training Program Coordinator
- Samuel Iwenofu (WA), Special Projects Coordinator
- Stephanie Lewis (CA), Cross-Media Outreach Liaison
- Sandra Snyder (SC), State Engagement Coordinator

Non-Voting Liaisons Present

- David Asiello, DoD-OSD
- Heidi Durako, DoD-USACE
- Kim Brown, DoD-Navy
- Cindy Frickle, U.S. EPA
- David Tsao, BP, IAP
- Jeremy Musson, Pinyon Environmental, IAP
- Sarah Thompson, DOE-EM

ITRC Staff Present:

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

Absent:

- Claudio Sorrentino, (CA), Team Leader Liaison (Voting)
- Poppy Harrover, DoD-Army (Non-Voting)
- Andrea Leeson, DoD-SERDP/ESTCP (Non-Voting)
- Lisa Matthews, U.S. EPA (Non-Voting)
- Kathryn Lynnes, DoD-Air Force (Non-Voting)
- Natalia Vinas, DoD-OSD (Non-Voting)
- Brian Jordan, DoD-OSD (Non-Voting)
- Stephen Hurff, DoD-Navy (Non-Voting)

1. WELCOME

Charles Reyes opened the meeting and welcomed attendees to the ITRC September Board of Advisors (BOA) meeting.

2. BOARD BUSINESS

Review August 9-10, 2023, BOA Meeting Minutes

The BOA reviewed the draft minutes from the August 9-10, 2023, BOA Meeting. All edits introduced during this meeting were incorporated.

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

3. ECOS & ERIS FALL MEETINGS SUMMARY

Chapman and Reyes shared a summary of the ECOS Fall Meeting (August 28-30, 2023), and ERIS Board of Directors Meeting (August 28, 2023), which were held in Boulder, Colorado. The ERIS Board approved the ITRC FY2024 Budget and 2024 Project Teams proposed by the BOA on August 10. Chapman added that ERIS was receptive of ITRC's new approach to form a short-term Workgroup (Climate Workgroup) tasked with developing formal project proposals for future consideration by the BOA. Chapman met with EPA leadership who expressed support for maintaining our strong partnership and having discussions about future non-remediation ITRC project topics. Reyes and Chapman provided an update to the BOA on the status of the ITRC EtO Team and noted that ERIS approved an extension of the Team to December 2023.

Reyes will continue to work with ECOS and ERIS to increase coordination with ITRC. Examples may include inviting ERIS Board members to future ITRC BOA meetings and facilitating coordination between ERIS State Science Contacts and ITRC State Points of Contact (POCs). Reyes noted that ITRC's Reuse of Solid Wastes Mining Team will be meeting with the Interstate Mining Compact Commission (IMCC), which includes ECOS members, in October 2023.

4. STATE ENVIRONMENTAL ASSOCIATIONS & PARTNERSHIP PRESENTATION

Reyes gave a presentation summarizing the purpose, membership, and activities of several state associations. Most of the associations highlighted were state-led associations / non-profits. Examples of large regional associations led by states were also provided. The purpose of the presentation and discussion was to identify opportunities to build partnerships; recruit future ITRC volunteers – particularly state representatives from non-remediation programs; and avoid duplication of efforts.

Members suggested that ITRC conduct similar research on industry, international, and public-private associations, and present findings at a future meeting.

- **Action:** Reyes and ITRC staff will conduct and share research on public/private media-specific associations with the ITRC BOA at future BOA Meeting.

5. ITRC STATE POC EXPERIENCE/TENURE REPORT

Sandra Snyder reported on her research summarizing the ITRC State POC's experience with their agencies and the environmental industry. Approximately 40% of members have 15 or more years in their agency; 10% have 10-15 years in their agency; 30% have 5-10 years in their agency; and 16% have 0-5 years in their agency. Some POCs have previous experience in the environmental industry prior to joining their agency.

6. CROSS-MEDIA OUTREACH REPORT

Stephanie Lewis shared a revised description for the Cross-Media Liaison BOA position. The position revision emphasizes the interconnected relationship between all media (air, soil, and water) and environmental challenges, with a lens specifically on environmental justice.

Reyes noted that a revised position description would need to be approved by both the ITRC BOA and ERIS Board of Directors.

Lewis provided a summary of the criteria used by ITRC Stakeholders when ranking 2024 team proposals. Stakeholders used different approaches to ranking proposals including outreach to their individual communities or stakeholders and personal interest in participating in the proposed new teams. Lewis added that she is in correspondence with the Tribal college and will plan a path forward.

- **Actions:**

- Lewis will send her revised description for the Cross-Media Liaison BOA position to the BOA for their review; BOA member comments are due to Lewis and Reyes by September 22, 2023.
- Lewis and Reyes will schedule a meeting to discuss comments and develop a final revised position description that will be submitted to the BOA for approval.
- Snyder, Evan Madden, and the State Engagement Program (SEP) will invite Lewis to future meetings.

7. OTHER REPORTS & UPDATES:

- ITRC staff are developing marketing and communication materials for the 2024 Teams.
- Madden will continue to conduct outreach to states about the Climate Workgroup.
- Marguerite Bennett will continue research and outreach to academics and Tribal Governments, and production of a new IAP flyer.
- Reyes will schedule project scoping meetings for 2024 Teams in October 2023.

8. MOTION TO ADJOURN

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