

ITRC November 17, 2022, Board of Advisors Meeting Summary

11:30am – 1:00pm

Participants: Sandra Snyder, Melinda McClanahan, Poppy Harrover, Heidi Durako, Randy Chapman, Stephanie Lewis, Karen Skubal, Sara Pearson, Kim Brown, Jeremy Musson, David Tsao, Thomas Holdsworth, Lisa Matthews, David Asiello

Staff: Patty Reyes, Devin Seckar, Evan Madden, Nicole Henderson

****Voting Board Members in Bold***

Approval of October Board Meeting Minutes

- **Discussion:** Randy Chapman opened the meeting and asked for comments on the October Board Meeting Minutes.
- **Vote:** Randy called for a motion to approve the October BOA Meeting Minutes. Melinda McClanahan made the motion; Stephanie Lewis seconded. The Board voted and the motion passed unanimously.

POC Term Limit Discussion

- **Discussion:** Sandra Snyder presented PowerPoint slides updating the Board on the State Engagement Program. Sandra spoke to the term lengths for POCs and is proposing no term limits moving forward. Sandra reported the regional call she held with the POCs had great participation and discussions. For 2023, Sandra requested ITRC to provide a certificate, signed by ECOS Executive Director and ITRC Director, that POCs could give to individuals within their Agency to recognize their participation on an ITRC team. Sandra announced that Evan Madden will be the new Program Advisor for the State Engagement Program starting in 2023. Sandra laid out goals for 2023, which includes reaching out to POCs that have been less active and build relationships. Sandra also will set a goal to call every POC in 2023 and build relationships and support. Sandra recommended that State Board members reach out to their POCs to offer support, as well as encourage the ECOS Commissioners to introduce themselves to the POCs to express support.

Honoring Native American Heritage Month

- **Discussion:** Evan provided a brief PowerPoint presentation to honor Native American Heritage Month. Evan presented the tribal lands by Board member location based on content from the native-land.ca website. This type of presentation will be part of future Board agendas to recognize our Diversity, Inclusive and Inclusivity commitment.

New 2023 Registration Process

- **Discussion:** Patty Reyes spoke to the 2023 ITRC Member registration process. Every member must re-register for any community they were a part of in 2022 and agree to the Terms of Service by February 15, 2023. Additionally, ITRC was able to bring back self-identification within registration for interested party and active member categories. Industry members must re-register for the IAP before being able to join a new team or renew membership with an existing team.

Training Coordinator Position

- **Discussion:** Sara Pearson stated that there were two nominees that are being interviewed for the Board position. Sara will continue as the Michigan POC and will stay on in January to support the new Training Coordinator through the transition.

Climate Proposal

- **Discussion:** **David Tsao** provided an update on the Emissions proposal revision. The proposers are trying to address three comments. The first comment was that there was too much research focus in the original proposal. **David** stated that he understands that comment because there are not clear examples to provide on where people are estimating their emissions. BP is implementing this, and **David** confirmed other site owners are implementing this as part of projects now. **David** also knows that vendors that are providing the tools and equipment for this project are interested. The second comment was the scope might be too broad. **David** stated that it likely needs to be comprehensive to address sustainability. **David** stated that he hopes to have the revised proposal in early December. **Patty** spoke to a new workgroup being formed by ECOS on climate efforts, where ITRC is listed as identifying best practices and managing emissions. **Patty** inquired if the Methane Detection guidance document should be reviewed and updated as part of this effort. **Kim Brown** mentioned that if ITRC plans to incorporate a climate resiliency focus, that the Navy might be very supportive.
- **Action Item:** **David** will send the revised proposal for review and comments in December. **Patty** will circulate it to ECOS for comments.

2023 Annual Meeting

- **Discussion:** **Patty** announced that the Annual Meeting registration opened on November 16. The Board will meet Wednesday and Thursday. The Plenary will focus on climate speakers. On Friday, there will be a PFAS Training class for state employees only. **Patty** stated that there will an awards reception where the POC's will give a POC of the Year award, IAP will give an IAP of the Year award, ITRC will give a Lifetime Achievement Award, and each 2022 team will select a team member of the year, from any membership category. **Patty** is looking for Board members to serve on the selection committee for the Lifetime Achievement Award. **Patty** stated that she wanted to make certificates to give to all POCs during the meeting. **Patty** mentioned that ITRC is looking for sponsors for the meeting as well.

RFP Status/ New 2023 Teams

- **Discussion:** **Patty** provided an update on the proposals received for the three RFPs. ITRC received 15 proposals for editors. ITRC received 3 proposals for the Mining team. ITRC recently hired a Senior Project Manager who will be the Program Advisor for the Passive Sampling and 6PPD teams.

ALGA Outreach & 2023 Outreach Events

- **Discussion:** **Patty** provided an update on the November 14 joint workshop between ITRC and ALGA. The workshop was recorded and posted to the ITRC YouTube channel and was very well attended and a successful effort for both organizations. ITRC will partner with ALGA for two additional workshops in 2023.

Randy asked for a motion to adjourn the November meeting. **Sara** provided the motion; **Stephanie** seconded. The Board voted and the motion passed unanimously.

Special Note:

- **P&T External Review is expected 11/16/22 – 1/13/23**
- **PFAS External Review is expected 1/11/23 – 2/28/23**
- **Sediment External Review is expected 2/3/23 – 3/17/23**