

ITRC April 20, 2023 Board Call – Meeting Minutes

11:30 am – 1:00 pm

Participants: Rebecca Higgins, Jared Champagne, Sandra Snyder, Stephanie Lewis, Samuel Iwenofu, Claudio Sorrentino, Jeremy Musson, Heidi Durako, Tom Holdsworth, Karen Skubal, Natalia Vinas, Jennifer Rawlings, Kim Brown, Lisa Mathews, Cindy Frickle, David Asiello

***Voting members in bold.**

Staff: Devin Seckar, Evan Madden, Marguerite Bennett, Derick Winn, Nicole Henderson (*contractor*)

Guests: Mark Rudolph (Mining), David Cates (Mining), Cherri Baysinger (Mining), Crystal Pirozek (Passive Sampling), Mike Penzone (Passive Sampling)

1. Mining Waste Team Presentation

- **Discussion:** Mark Rudolph and David Cates are the team leaders for the Mining Waste Team and joined the Board meeting to provide an overview of the project direction and status of the team. The presentation was supported with PowerPoint slides. The team deliverables will be a Guidance Document, fact sheets, and training. The team leaders expressed the need for more mining company participation. David Cates is working on seeking additional DOE members.

2. Passive Sampling Team Presentation

- **Discussion:** Mike Penzone and Crystal Pirozek are the team leaders for the Passive Sampling Team and joined the Board meeting to provide an overview of the project direction and status of the team. The presentation was supported with PowerPoint slides. The team is working on a Guidance Document, videos, interactive charts and tables, and training. The team would like to produce an informational video on each of the technologies and the applicable analytes. Board members discussed how to ensure the videos did not serve as a marketing tool for a specific technology.

3. Approval of March Board Meeting Minutes

- **Discussion:** Rebecca asked for comments on the March Board Minutes. Claudio Sorrentino sent grammatical edits that were included in the minutes presented. The Board reviewed and discussed the edits David Tsao submitted.
- **Vote:** Rebecca Higgins called for a motion to approve the meeting minutes from March as edited. Stephanie Lewis made the motion and Claudio seconded. The Board voted and the motion passed unanimously.
- **Action:** Based on meeting minutes from March, the BOA needs to discuss the threshold of the number of states needed for a proposal to be accepted.
- **Action:** ITRC staff will post the March Board Meeting minutes to the ITRC website.

4. 2024 Proposal Process

CEC Ideas for Continuation

- **Discussion:** Rebecca overviewed the 2024 Proposal Process schedule, emphasizing the deadline for submitting proposals is 5:00 pm EST on May 31. The presentations to the BOA are on an as needed basis. Rebecca suggested recording the June 14 proposal presentation meeting for those not able to join.
- **Discussion:** Claudio briefed the Board on the CEC Team's request for an 18-month extension due to the expansion of the definition of CECs, now encapsulated biosolids, as a result of the Bipartisan Infrastructure Bill. The team would create white papers and fact sheets with this extension. The team leaders and Program Advisor expressed commitment

to stay with the team. **Rebecca** asked the Board if they think the team should write up a full proposal, or if there should be a vote on the extension today. The Board requested that the team refine their request for an extension, addressing funding, or write a formal proposal for an extension team.

- **Action:** ITRC staff will send a calendar hold to the Board members for a June 14 tentative proposal presentation call.
- **Action:** **Claudio** will follow up with the CEC Team Leaders to convey the outcome of the Board discussion and request a proposal for their next steps.

5. PFAS Addition – Three Page Health Addition

- **Discussion:** **Claudio** briefed on the PFAS team's addition of three-pages of content to section 17 of their Guidance Document that did not go out in external review. **Rebecca** prefaced the conversation by stating that ITRC does not allow new content to be added after external review. The Board reviewed the content and discussed if the team should be allowed to add this new content. **Claudio** suggested the team not add new content but rather clean up errors and close the process on new content, which is in line with the precedent set for other teams. **Natalia Vinas** supported holding off on including the study. The Board decided that additional comments are not necessary from the Board.
- **Action:** **Claudio** will email the PFAS Team Leaders and Program Advisor about the preferred direction from the Board.

6. MS SharePoint Cost Analysis Outcome

- **Discussion:** **Evan Madden** presented an update on the SharePoint Adoption Status using PowerPoint slides. Microsoft offers non-profits a grant to use their suite for up to 300 users. Evan noted more research needs to be done, but as of now team members would sign on as guests, team leadership would be members of ITRC's Microsoft account and ITRC staff would be the owners. Evan proposed ITRC acquires a non-profit teams license and run a trial with the 6PPD team on Microsoft Suite. ITRC would re-evaluate at the end of the year for long-term efficacy. **Claudio** asked if ITRC would keep its Zoom account for larger meetings to avoid an attendance cap or connectivity issues. **Rebecca** suggested we come back to this conversation with more questions for Evan.
- **Action:** ITRC will determine if it is eligible for a non-profit grant and return with more information for the Board.

7. 2024 Annual Meeting

- Week April 8, 2024, or April 15, 2024
 - Denver, CO
 - Long Beach, CA or Sacramento, CA
 - Milwaukee, WI or Detroit, MI
- **Discussion:** **Nicole Henderson** reviewed the dates and proposed location for sourcing the 2024 Annual Meeting.
- **Action:** Nicole will develop all the meeting inputs and seek offers from hotels.

8. ITRC Director Position

- **Discussion:** **Rebecca** stated that Charles Reyes is the new ITRC Director, starting on May 18th and officially taking over for Patty on July 1, 2023.
- **Vote:** **Rebecca** called for a motion to adjourn the meeting. **Sandra Snyder** made the motion to adjourn, **Samuel Iwenofu** seconded. The Board voted and the motion passed unanimously.