

# ITRC October 20, 2022, Board of Advisors Meeting

## Meeting Summary

### 11:30am – 1:00pm

**Participants:** Claudio Sorrentino, Rebecca Higgins, Sandra Snyder, Stephanie Lewis, Randy Chapman, Melinda McClanahan, Samuel Iwenofu, David Tsao, Karen Skubal, Heidi Durako, Cindy Frickle, Erin McCabe, Jeremy Musson, Thomas Holdsworth, Poppy Harrover

**Staff:** Patty Reyes, Evan Madden, Devin Seckar, Nicole Henderson (contractor)

*\*Voting Board Members in Bold*

#### Approval of September Board Meeting Minutes

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

#### Hydrocarbons & QUEST Team Status

- **Discussion:** **Claudio** provided a status of the Hydrocarbons and QUEST Teams. The Hydrocarbons Team conducted training on October 17 at the AEHS Conference. The National Groundwater Association (NGWA) pulled the ITRC Hydrocarbon Workshop because of low session registration. ITRC asked the QUEST Team to focus on finishing the Knowledge Map by the end of 2022. The team was asked to stop working on the Conceptual Site Model (CSM) video because there are several CSM videos that saturate the market. The QUEST Team met October 17 and 18 and focused on comments received from external review on the Knowledge Map. **Sandra Snyder** reported that the QUEST Team discussed how to incorporate the Early Career Professionals program with the Knowledge Map and how to integrate the Knowledge Map into the ITRC website. **Claudio** reported that the QUEST Team was also tasked with defining how new teams would fit into the Knowledge Map moving forward. **Sandra** reported that the team worked on a process for new teams to self-identify location within the Knowledge Map. **David Tsao** reported that he received an inquiry from the Hydrocarbons Team about funding for 2023. **Patty Reyes** reported that ITRC is waiting for a plan from the Hydrocarbons Team for 2023 training. **Patty** stated that the Hydrocarbons Team should present to ITRC a plan for discussion prior to requesting funding.

#### 2023 Team Status Update

- **Discussion:** **Patty** reported that the 6PPD Team has two team leaders. **Patty** and **Claudio** are interviewing team leaders for the Mining Reuse Team on October 21. The Passive Sampling Team has one team leader. **Patty** is recommending that the Remediation Contamination and the Carbon Emissions Teams start in Summer 2023. **Patty** also told the Board that three teams are hosting team meetings in Washington, DC the week of October 24, 2022.

#### Update on Carbon Emissions Proposal

- **Discussion:** **David** provided an update on revising the Carbon Emissions proposal. The proposal group is still trying to finalize the proposal and address the concern that the topic was too research oriented. **Randy** asked if there are any state interest or team leader options. **David** stated that Louisiana would be interested in offering a team leader and the State of South Carolina would be interested in providing team members. **Patty** stated that ECOS will help identify state participants and leadership as needed.

- **Action:** David to present the revised proposal at the November Board meeting.

### IAP Dues Report – David Tsao

- **Discussion:** David stated that communications with the IAP members and follow-up with the ITRC Board led to a recommendation that there would be a 10% increase in the 2023 dues, excluding the Gold and Platinum member levels. David reported that the IAP members received notice of the increase on October 20. Jeremy Musson reported that one member indicated that they were not certain they would rejoin, but it was unrelated to the dues increase.
- **Action Item:** Patty will pull information together on the participation of this company and follow up with Jeremy as needed. Patty requested to be updated on additional communications from IAP companies about the dues increase.

### Revised Governance Language

- **Discussion:** Rebecca Higgins reviewed the changes to the ITRC Governance Document based on the discussion from the July Board meeting. The changes addressed the Board removing the Stakeholder Liaison position from the voting Board and moving that responsibility to the Outreach Coordinator position.
- **Vote:** Rebecca asked for a motion to approve the written changes to the ITRC Governance Document. Randy made the motion; Samuel Iwenofu seconded. The Board voted and the motion passed unanimously.

### Tribal College Connection

- **Discussion:** Melinda McClanahan reported that she attended the American Indian Science and Engineering Society (AISES) Conference and met the President of the Nueta, Hidatsa, Sahnish (NHS) Tribal College (North Dakota), who would be interested in speaking with Patty about participating in ITRC. Melinda also spoke about ITRC to other attendees at the conference to increase Tribal interest in ITRC participation.

### 2023 Registration: Coming Soon

- **Discussion:** Patty stated that the 2023 team registration is opening December 1, 2022. IAP membership opens November 1, 2022. Patty noted that this year every member will need to rejoin ITRC and sign the code of conduct by February 15, 2023 to maintain their membership. Patty shared that the Annual Meeting is March 20-24, 2023, in Boston, MA and registration will open mid-November 2022.

### Other

- **Patty** noted that there are still Team Leaders not comfortable with travel due to COVID. Patty indicated that team meeting travel will be a question for future Team Leader interviews. Randy shared with the Board that one team ran into issues with plagiarism and that was addressed prior to sending the document to the editor. ITRC is working on clarifying communications and a process to avoid plagiarism in the future.
- **Vote:** Randy asked for a motion to end the meeting. Rebecca made the motion; Sandra seconded. The Board voted unanimously.

### Special Note:

- P&T External Review is expected 11/7/22 – 12/16/22
- EtO External Review is expected 11/21/22 – 1/15/23