



# Interstate Technology & Regulatory Council

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## ITRC Board of Advisors Meeting Summary

July 16-18, 2024

Washington, DC

### ATTENDANCE

#### Voting Members – Quorum Established

Randy Chapman, Virginia DEQ  
Paula Panzino, Arizona DEQ  
Claudio Sorrentino, California DTSC  
Stephanie Lewis, California ARB  
Sandra Snyder, South Carolina DES  
Samuel Iwenofu, Washington ECY

#### Non-Voting Liaisons

Poppy Harrover, DoD-Army (virtual)  
Kim Brown, DoD-Navy (virtual)  
Natalia Vinas, DoD-OSD (virtual)  
Sarah Thompson, DOE-EM (virtual)  
Alexandra Melnyk, DOE-EM  
David Asiello, DoD-OSD  
Lia Gaizick, DoD-OSD  
Brian Jordan, DoD-OSD  
Heidi Durako, DoD-USACE  
Cynthia Frickle, U.S. EPA-OLEM  
Lisa Matthews, U.S. EPA-ORD  
Jeremy Musson, Pinyon Envi., IAP  
David Tsao, BP, IAP

#### Guests

Ben Grumbles, ECOS (Day 1)  
David Paylor, ERIS (virtual, Day 1)  
David Spichal, DoD-USACE  
Robert Sadorra, Navy HQ  
Bill Brandon, U.S. EPA (virtual, Day 2)  
Benhamin Simes, U.S. EPA (virtual, Day 2)  
Alexander Wardle, U.S. EPA (virtual, Day 2)  
Douglas Maddox, U.S. EPA (virtual, Day 2)  
Klara Crincoli, U.S. EPA (virtual, Day 2)  
Marc Greenberg, U.S. EPA (virtual, Day 2)  
Mike Adam, U.S. EPA (virtual, Day 2)  
Hannah Hidle, U.S. DOE (virtual, Day 2)  
Julie Karceski, U.S. DOE (virtual, Day 2)

#### ITRC Staff

Charles Reyes, ECOS/ITRC  
Carolyn Sistare, ECOS/ITRC  
Sarah Levy, ECOS/ITRC  
Nicole Henderson, H&M Environmental  
(Contractor)

#### Not In Attendance:

Stephen Hurff, DoD-Navy  
Patrick Kelly, DoD-Air Force  
Andrea Leeson, DoD-SERDP/ESTCP

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### DAY 1: TUESDAY, JULY 16, 2024

#### WELCOME & INTRODUCTIONS

Charles Reyes welcomed the ITRC Board of Advisors (BOA) members and guests to Washington, DC, for the annual summer meeting. Members and guests were asked to share their goals for the upcoming year. Responses included:

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

**Paula Panzino**  
Arizona Department of  
Environmental Quality  
ITRC Co-Chair

**Charles Reyes**  
ITRC Director

- Expanding partnerships and membership to additional affiliations, and identifying environmental priorities associated with non-remediation and cross-program topics
- Encouraging more participation from ITRC's core membership groups and partnerships including ECOS and federal and state governments
- Focusing on the next generation of environmental professionals
- Improving communication and collaboration within ITRC's Project Teams and core membership groups, and externally to ITRC affiliated groups and non-members
- Facilitating onboarding at all ITRC levels – BOA, Program and Project Team Leadership, new members, and staff
- Improving outreach and coordination to Tribal, public stakeholders, academia, and international stakeholders
- Continuous improvements to fiscal strategies and processes

## **ECOS UPDATE**

Ben Grumbles, ECOS Director, welcomed ITRC and provided a summary of current ECOS priorities, and information about ECOS and ITRC's shared missions and initiatives. Grumbles shared that ECOS is driven by the states' needs and has a strong relationship with the federal government. Examples of the state-federal partnership includes recent collaborations through the ECOS Climate & Energy Workgroup, support for DoD's Regional Environmental Coordinators, and longstanding collaboration on PFAS issues.

Current ECOS Priorities include:

- Promoting state priorities
- Building state capacity by advocating for continued federal funding and grants directly to states through current environmental programs (CAA, CWA, RCRA, etc.)
- Addressing PFAS by requesting investments in science and implementation of state and federal standards; continued partnerships with EPA offices to assist with funding, risk communication and management; and work on emerging issues including biosolids, ecological risks, and air concerns
- Sustainable Materials Management and circular economy.
- Workforce training, including the need for federal government support, innovative approaches to work sharing and recruitment, cross-agency training, and the promotion of ITRC work and training.

Grumbles also discussed potential impacts of recent U.S. Supreme Court decisions to state environmental programs including the Chevron Decision and Administrative Procedures Act (APA)/six-year statute of limitations.

## **ITRC BOA BUSINESS**

Reyes facilitated report outs and discussions about recent meetings and decisions made by the ERIS Board of Directors and ITRC.

## **ERIS Updates**

David Paylor, ERIS Board member, joined the meeting and provided a summary of ERIS's priorities and recommendations for ITRC. ERIS requests that ITRC continue to broaden its

portfolio to environmental topics outside of waste management and cleanup but understands that ITRC is driven by its membership and current financial agreements, which are focused on waste issues. Paylor and ERIS encourages ITRC to continue efforts to expand membership to other environmental programs and partners to broaden its portfolio.

Reyes provided a summary of actions, discussions, and requests from the ERIS Board of Directors from its meeting that was held on July 11, 2024:

- **FY2025 ITRC Budget Proposal:** ERIS will vote to approve ITRC's FY2025 budget in September 2024. ERIS reviewed a draft budget and discussed expenses related to travel, meetings, and project teams. The ERIS Board requested ITRC maintain a balanced annual budget in the future and explore opportunities to grow ITRC's reserves.
- **2025 Project Teams:** ERIS reviewed ITRC Project Team proposals received this year and will review ITRC's recommendations and select new Project Teams in September 2024.
- **ITRC BOA Voting Member Terms:** ERIS approved a one-year extension for Randy Chapman to December 2025 to stagger Co-Chair terms due to the unexpected departure of Rebecca Higgins in April 2024. Reyes shared the current term limits for BOA At-Large state members and noted that some members may be asked to consider one- or two-year extensions to help spread out the term limits.
- **ERIS/ITRC/EPA Panel at ECOS Fall Meeting, September 2024:** ITRC will join ERIS and EPA ORD on a panel at the September 4-6, 2024, ECOS Fall meeting, and present on ITRC's collaboration with these partners, accomplishments, and value to states. ITRC's Microplastics products will also be highlighted.
- **ITRC Governance Document:** Reyes shared that the ITRC Governance Document is being reviewed and updated by ITRC. ERIS requested that ITRC share the current document and proposed revision prior to their September 2024 meeting for action. The ERIS Board must approve changes to the document.
- **ITRC Strategic Direction (2025):** Reyes presented a summary of ITRC's draft Strategic Direction document with ERIS and the ERIS Board requested a copy of the final draft document prior to their September 2024 meeting for action. While ERIS has not historically approved ITRC's strategic plan updates it may want to endorse the new document.

### **Approval of June Board Meeting Minutes**

The BOA reviewed the draft minutes from the June 2024, BOA Meeting.

- **Motion:** Sorrentino put forth a motion to approve the minutes with listed changes; seconded and passed unanimously.

## **ITRC PROGRAM & MEMBERSHIP REPORTS**

### **State Engagement Program**

Snyder provided an update on behalf of the State Engagement Program (SEP). ITRC has 51 State POCs in the program from 49 States, DC, and PR. Hawaii is currently the only State without a POC. The SEP continues to encourage active participation through various onboarding improvements, guides, and mentorship initiatives such as co-POCs in states. Currently, 38 POCs are ITRC Project Teams, and the SEP leadership will continue to request that POCs join Project Teams. Snyder will host regional POC calls in the fall 2024.

POCs continue to use ITRC outreach slides and team marketing items to help promote ITRC across their agencies. Snyder stated that Agency management needs to support POCs and ITRC Project Teams and programs. She also requested that ITRC change the timeline for regular POCs requests (ex., surveys, external reviews) from 30 to 45 days with additional reminders. Snyder also presented data and analysis of the POCs' scores on the 2025 ITRC Project Team proposals.

The BOA discussed the need for participation from other state government programs and recognized that each state is unique and ITRC and POCs will need to be flexible in how to conduct outreach to these programs.

- **Action:** Reyes will work with ECOS and ITRC leadership to request Hawaii appoint a POC to the SEP.

### **Training & Outreach Programs**

Reyes and Henderson provided an update on ITRC's 2024 Training and Outreach Programs. The briefing included data and analytics for ITRC's outputs including webinars (via CLU-IN), in-person trainings and workshops, in-person or hybrid outreach briefings, and various YouTube videos.

The BOA recognized that training and outreach is and will continue to be a priority for ITRC and discussed the value of each deliverable and product. The BOA also discussed opportunities that will focus resources on priorities identified by ECOS and ERIS, specifically state workforce development, emerging issues, and emerging professionals.

- **Actions:**
  - Reyes will work with Henderson to develop a survey to be sent to the ITRC membership to collect feedback about the ITRC training program.
  - Reyes will ask ECOS for the results of the recent survey that helped ECOS identify its workforce training priority.

### **Vapor Intrusion Proposal**

Reyes provided an overview of the 6-month extension request from the team. Reyes asked BOA members to review the request in advance of the FY2025 budget discussion.

### **Climate Workgroup**

Reyes shared a summary about the outcomes and lessons learned from the Climate Workgroup. Reyes previewed the three proposals that were developed from the Workgroup: CSM, Fact Sheets, and Emerging Waste Streams. The BOA reviewed a summary of the three proposals.

### **Department of Defense (DOD)**

Brian Jordan provided an update on DOD priorities and activities that could support ITRC efforts. Priorities for DOD included Risk Management (associated with munitions), underwater munitions, PFAS, and climate and resilience. DOD expressed some interest in critical minerals and materials project proposal submitted to ITRC and continues to have interest in land use controls and long-term optimization goals.

- **Action:** Jordan will share meeting minutes with Reyes from the DSMOA, MRD, and FUDS Working Groups.

### **Department of Energy (DOE)**

DOE provided an overview of priorities that included finalizing the Investigating Historical and Current Use and Environmental Sampling Guidance (2023) and the DOE PFAS Storage and Disposal Guidance for PFAS, working on a PFAS DOE-wide PFAS R&D report, Fluoropolymer report, and reviving the Performance and Risk Assessment Community of Practice (PRACOP).

### **Industry Affiliates Program (IAP)**

Tsao provided an overview of the IAP, which represents about 30% of ITRC's annual budget and less than 50% of ITRC membership. Goals for IAP include improving the response to project proposal scoring, evaluating opportunities to increase membership through international organizations, and leveraging PFAS work as it is the number one issue for industry. Other areas of interest included climate resiliency, circular economy, and sustainable management.

Tsao and Musson shared that their three-year terms as IAP Liaisons end in December 2024 and discussed the process to request nominations from interested IAP members to join the BOA and the election procedures.

### **Future of ITRC Partnerships**

Reyes led a discussion about the roles of current ITRC membership groups and future partners and members, how to market ITRC to them, and how to assess why they participate in ITRC. The BOA discussed the roles and interests of academics, tribal representatives, and public stakeholders, and discussed future collaboration with other federal agencies including the USGS, USDA, DOI, BIA.

BOA members discussed how to improve participation in ITRC from academics. Opportunities for ITRC include bringing in new technology and research. Academics can accomplish technology transfer requirements from university through participation in ITRC.

- **Actions:**
  - Reyes will work with Chapman, Panzino, Iwenofu, Lewis, Sorrentino, and Tsao to host a meeting with the current ITRC academic members to evaluate opportunities for attracting additional academic participation.
  - Reyes will work with Chapman, Frickle, Lewis, and Jordan to host separate meetings with tribal representatives and public stakeholders to evaluate their experience and help identify opportunities to promote ITRC membership to these larger groups.

### **MOTION TO ADJOURN**

Iwenofu put forth a motion to adjourn Day 1 of the Board meeting; seconded and passed unanimously.

## DAY 2: WEDNESDAY, JULY 17, 2024

### WELCOME & INTRODUCTIONS

Reyes welcomed Board members and guests to Day 2. Paula Panzino was introduced as the new Co-Chair.

### ITRC BOA BUSINESS

#### **FY2025 ITRC Budget**

Reyes introduced topics related to the BOA's review and discussion of the FY2025 ITRC Budget.

BioCEC Team Scope, Timeline, Budget: Reyes and Panzino shared updates about the BioCEC team, asking for more time to allow current leadership to evaluate the team schedule and membership.

- **Action:** The BioCEC Team will invite voting Board members and Reyes to a meeting with the Team Leaders and the Program Advisor in July to discuss the team schedule and membership and determine if the project scope and timeline will be revised.

#### Vapor Intrusion Team Scope, Timeline, Budget:

Reyes asked Board members to review the Vapor Intrusion Team's proposed six-month extension to complete its guidance document and develop multiple training deliverables. The Board approved the six-month extension with the request to develop two-three online training courses and develop a simple training catalog of trainers. Board members will be asked to support selecting the topics for these online courses and how to leverage existing training materials.

- **Action:** Reyes will facilitate a meeting with the Vapor Intrusion Team Leaders, Program Advisors, and interested BOA members to discuss training deliverables that will be produced by the Team.

### ITRC MEMBERSHIP REPORT

#### **U.S. Environmental Protection Agency (EPA)**

Tito Irizarry, U.S. EPA OLEM/OSRTI Deputy Director, and Chris Robbins, U.S. EPA ORD joined the Board and provided briefings about ITRC's partnership with EPA. Additional EPA guests joined the meeting virtually. Robbins reported that EPA ORD leadership is supportive of the work ITRC is doing to improve the focus on scientific integrity. EPA ORD requested ITRC broaden its portfolio to include more non-remediation topics and teams and recruit other EPA offices to participate in and support ITRC's work.

### ITRC BOA BUSINESS

#### **2025 Project Proposal Review and Selection**

Reyes led a discussion and review of the 2025 project proposals and scoring, and the future of project proposal solicitations and project teams. The Board discussed opportunities and challenges associated with the proposals received and areas for improvement. The BOA shared

opportunities and suggestions for ITRC BOA and staff to be more proactive in identifying environmental topics for solicitation of proposals, drafting project proposals for the membership to review and score, and actively encouraging ITRC leadership, core partners, and current members to submit proposals. The BOA will also consider the recommendations from many membership groups and ERIS to increase non-remediation projects.

- **Motion:** Panzino put forth a motion to select the following new Project Teams and schedules; seconded and passed unanimously.
  - Managing Waste from Energy Generation: January 2025 – December 2026
  - Underwater Munitions: January 2025 – December 2026
  - Circularity Principles and Green and Sustainable Chemistry: January 2025 – June 2026
  - Advanced Site Characterization Tools Update: June 2025 – December 2026
- **Action:** Reyes will convene the coal combustion residuals (CCR), critical minerals and materials (CMM), and managing wastes from renewable energy proposal writers to discuss opportunities for including issues presented in the CCR and CMM proposals into the final proposal for the Managing Waste from Energy Generation Team.

#### **FY2025 ITRC Budget**

Reyes presented the proposed FY2025 ITRC Budget and provided a reminder about Day 1's discussion regarding ERIS's recommendations and the BioCEC and Vapor Intrusion Teams.

- **Motion:** Chapman put forth a motion to approve the FY2025 ITRC Budget as reviewed and discussed; seconded and passed unanimously.
- **Action:** Reyes will share the BOA's Project Teams and FY2025 Budget approvals and recommendations with the ERIS Board of Directors and request their formal approval of both during the September 4, 2024, ERIS Board of Directors meeting.

#### **ITRC Strategic Direction**

Reyes presented the final draft of ITRC's new Strategic Direction document and provided a history of its development over the past year. The BOA made minor edits to the language and discussed next steps for its release to the membership.

Related to ITRC's commitment to marketing and outreach improvements, Levy provided a briefing about a new ITRC Outreach Toolkit that includes information sheets for specific ITRC membership groups and activities, and shared social media and website analytics.

- **Motion:** Sorrentino put forth a motion to approve the 2025-2030 Strategic Direction document as reviewed and discussed; seconded and passed unanimously.

#### **MOTION TO ADJOURN**

Panzino put forth a motion to adjourn Day 2 of the Board meeting; seconded and passed unanimously.

## **DAY 3: THURSDAY, JULY 18, 2024**

### **WELCOME**

Reyes welcomed Board members and guests to Day 3

### **STRATEGIC DIRECTION AND PLANNING DISCUSSIONS**

Reyes facilitated a discussion with the BOA about implementing ITRC's strategic priorities identified in the 2025-2030 Strategic Direction document.

#### **ITRC Project Teams and Deliverables**

The discussion focused on improvements to environmental topics selections, ITRC orientation, and team building. Members recommended ITRC improve onboarding for ITRC members at all levels including developing short membership videos, providing mentors, and guidance materials for Team Leaders, Program Advisor, and new members. The BOA discussed opportunities for providing facilitation services at the Kickoff meeting and some Project Team meetings and identifying these skills during the recruitment of Team Leaders, Program Advisors and subgroup leaders. The group also brainstormed the project proposal and selection process suggesting that a formal environmental topics review and prioritization process be developed (ex., via surveys and/or at the Annual Meeting) to include all members and membership groups.

- **Actions:**
  - Reyes will work with ITRC staff and BOA members to develop ITRC 101 and orientation materials that will be delivered through video and/or webinar to members at the start of the 2025 Project Teams.
  - Panzino, Jordan, and Asiello will research and share information about facilitators that have supported Arizona DEQ and DoD.

#### **ITRC Training and Outreach**

The discussion focused on future improvements of the Training and Outreach programs and deliverables. ITRC staff shared analytics and research that indicate IBTs through CLU-IN and leading in-person and virtual presentations and briefings to market ITRC and select trainings are preferred over videos and longer in-person and virtual workshops. For IBTs, the BOA suggested providing more active participation opportunities using polling, Q&A sessions, other electronic tools and suggested being flexible with outputs including reducing the length of some training courses. Improving continuous feedback during the development and after the execution of training courses and creating training materials earlier in the project teams' lifecycles was also discussed. Opportunities also exist for specialized training and discussion sessions with ITRC trainers.

#### **Partnerships**

The BOA revisited briefings and discussions from Day 1 and Day 2 related to improving ITRC's current partnerships. The discussion focused on identifying the value and benefits ITRC provides to agency and organization leaders and identifying opportunities for the BOA and staff to increase coordination with partners. Snyder discussed successes and challenges with the SEP program specific to coordinating internally and externally with various state programs, and requested support from ECOS, ERIS, and ITRC leadership in coordinating ITRC and POC



activities. She shared recent successes for POC recruitment including sending solicitation for interested members to join the SEP widely when vacancies occur versus having the departing POC member to select the next.

### **2025 Annual Meeting / 30<sup>th</sup> Anniversary**

The 2025 ITRC Annual Meeting will be held in April 2025 in Kansas City, MO. In addition to Project Team meetings, the event will include an expanded all-ITRC member session (full morning) to highlight our new strategic direction and the future of ITRC. The BOA brainstormed ideas for the session that included:

- Keynote speaker
- Strategic direction implementation – brainstorm activities and discussions
- Identifying environmental topics and priorities for future ITRC project teams
- Awards presentations

For the full event the BOA discussed use of an electronic meeting app for various activities and event promotion, development of a slideshow, posters or videos for the strategic direction, and having the solicitation of environmental topics occur throughout the event.

- **Action:** Panzino, Chapman, Jordan, and Sorrentino will work with ITRC staff to plan the ITRC Annual Meeting.

### **Other Meetings**

Reyes shared information about other upcoming events including the ERIS Board Meeting and ERIS/ITRC/EPA Panel that will occur at the ECOS Fall Meeting on September 4 in Newport, Rhode Island, and the January 2024 Kickoff Meeting that will be held in Orlando, FL.

### **MOTION TO ADJOURN**

Panzino put forth a motion to adjourn Day 3 of the Board meeting; seconded and passed unanimously.