

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

May 2, 2011 Meeting

4:00 p.m. Public Hearing Room, DEP, Trenton

Board Members:

Present: Chairman David Sweeney, Jorge Berkowitz, Philip Brilliant (participated by phone), Lawra Dodge, Joann Held, Christopher Motta, Karl Muessig, Michael Pisauro, Constantine Tsentas, Ira Whitman.

Absent: Richard Dewling

Others Present: Board Liaison Karen Hershey, DAG George Schlosser substituting for DAG Kimberly Hahn, Executive Assistant David Haymes, Assistant Director George Klein.

Proceedings:

- Meeting called to Order at 4:04 by Chairman Sweeney.
- Statement by Chairman Sweeney that adequate notice of the meeting was provided pursuant to the Open Public Meetings Act.
- Approval of April 20, 2011 minutes.
 - Lawra Dodge requested that the meeting minutes be amended to state that the Google calendar will be used by the Continuing Education Committee as an interim planning tool while the Committee works on developing a CE program with the training group; and she noted that in that same section of the minutes, the reference to LSRPs in Massachusetts should be corrected to say LSPs.
 - Motion by Constantine Tsentas to accept minutes as amended, seconded by Lawra Dodge; motion passed unanimously.
- Chairman's Report
 - Chairman Sweeney suggested that the Board think about moving to a once-a-month meeting schedule in the summer to allow the Board Committees to do more work and conduct stakeholder meetings.

- The Chairman noted that DAG George Schlosser was substituting for DAG Kimberly Hahn.
 - Chairman Sweeney provided the following dates regarding the RFP exam bidding schedule:
 - April 25, 2011-the revised bid was issued
 - May 11, 2011-the Question and Answer period ends
 - June 2, 2011-Bids are due
 - July 1, 2011-Notice of bid award
 - July 15, 2011-Final award if there are no bid protests.
 - The Chairman informed the Board that the DEP Press Office did not believe the Outreach Committee's draft press release would attract interest from news outlets, and he indicated that the Press Office suggested that the press release tie in with the DEP's message about the May 2012 deadline to hire an LSRP.
 - Board discussed ways to get the message out about the Board web site and the work that the Board is doing.
 - Chairman Sweeney explained that the Board is not required to implement a stakeholder process but it can if it wishes to do so.
- Committee Reports
 - Audit Committee (no formal action taken): Phil Brilliant reported on the progress of the Audit Committee.
 - Audit committee met since the last Board meeting on April 20, 2011.
 - Board members have been provided an Excel spreadsheet which lists all the comments and the names of the commenters.
 - Phil Brilliant read a memo (handout) prepared by the Audit Committee regarding the proposed audit process and questionnaire and the scheduling of an open forum to hear additional comments.
 - The Open Forum will take place on May 17 from 4:30 to 6:30 in the Public Hearing room at DEP.
 - Notice will be posted on the Board web page and a message will be sent out on the DEP's listserv.

- Continuing Education (no formal action taken): Lawra Dodge reported on the progress of the Continuing Education Committee.
 - The Committee met via phone last Thursday.
 - Lawra Dodge described the working draft Continuing Education framework prepared by her Committee (handout) for consideration by the Board.
 - The draft includes a proposed process for approving continuing education courses. Draft includes process for approving conferences, presentations, workshops and publications.
 - The Committee will be meeting with outside groups to discuss continuing education issues on June 27, 2011.

- Finance Committee: No report.

- Licensure (no formal action taken): Ira Whitman reported on the progress of the Licensure Committee.
 - The Committee is waiting for other committees whose work interacts with licensing; also licensing committee members are working on other committees as well.
 - The Committee is contemplating a number of issues.

- Website/Outreach (no formal action taken): Chris Motta reported on the progress of the web site.
 - Chris Motta noted that the issue of the press release was discussed by the Board earlier during the Chairman's report.
 - Chris Motta noted that the day-to-day maintenance and updating of the Board's web site has been delegated to the Acting Secretary, Karen Hershey. Chairman Sweeney suggested that the Board needs to decide what web site changes need to be vetted through the entire Board.
 - Web site should indicate that speakers are available; presenters are speaking of, not for the Board.
 - Chairman Sweeney recommended to this Committee that they develop a proposed process for stakeholder involvement.

- Professional Conduct (no formal action taken): Jorge Berkowitz reported on the progress of this Committee.
 - The Committee agreed to implement a stakeholder process for the disciplinary procedure; the process will include an open forum and an opportunity to provide written comments.

- Karen Hershey prepared a narrative of the disciplinary process; Board members were asked to carefully review the narrative and provide feedback to the Committee.
 - The Committee expects to have the disciplinary process finalized by the end of the summer.
 - Ira Whitman led a discussion about the need to create a schedule for Board projects, including rulemaking. Chairman Sweeney and Vice-Chairman Held agreed to work together to develop that schedule.
 - Rulemaking (no formal action taken): Joann Held reported on the Rulemaking Committee.
 - The Rulemaking Committee is on standby.
- Ongoing Business
 - Discussion led by Chairman Sweeney about providing the DAG with an opportunity to research questions posed by Board members at meetings.
 - Discussion led by Jorge Berkowitz about advisory opinions.
 - Karen Hershey will forward LSRP/subsurface evaluator complaint to Professional Conduct Committee.
- New Business
 - Discussion by Board members about summer Board meeting schedule to allow Committees to do productive work that will move the Board forward.
 - Motion by Mike Pisauro to switch to a once-a-month meeting schedule for June, July and August so that the Committees can use that extra meeting date each month to continue to move forward aggressively to promulgate the Board rules; seconded by Jorge Berkowitz and passed unanimously.
- Public Comment
 - Barry Frasco, Haddon Township, DEP:
 - Commented on the rulemaking process; stated that based on experience, rulemaking takes longer than anticipated.
 - Mark Petrucco, LSRPA, Woodard and Curran:
 - Asked if audit comments will be made available to the public.

- Ira Whitman responded on behalf of audit committee that they had not decided, but they will report back on that issue.
- .
- Motion by Mike Pisauro to adjourn at 6:25 p.m.; seconded by Jorge Berkowitz and passed unanimously.