

**NJDEP  
Site Remediation Reform Act  
Near-term Priorities Group  
Meeting Record Form**



**Record prepared by Tessie Fields**

<b>Date</b>	May 16, 2011
<b>Location</b>	DEP HQ, 6 <sup>th</sup> Floor Large Conference Room
<b>Attendees</b>	See Meeting Attendance Sheet
<b>Action Items (Assigned To with Due Date)</b>	<p>1. Reviewed questions from Committee Members on specific case scenarios, e.g., when more than one Responsible Party involved on a site and respective LSRPs disagree on an issue or interpretation of data</p> <p>Answer – DEP staff agreed to pursue with DEP management and the Steering Committee</p>
	<p>2. Where can LSRPs, RPs or other interested parties go to find out if a site has opted in or determine status of a case?</p> <p>Answer - DEP staff described how Dataminer can be used for information about cases, LSRP status etc.</p>
	<p>3. Need further clarification on Opt-In process and post on web page – including oversight costs.</p> <p>Answer - DEP staff agreed to send listserve message to clarify and update opt in web page.</p>
	<p>4. What is the administrative procedure to close out case under traditional program and opt into LSRP program?</p> <p>Answer – DEP staff described process for case managers, data input into NJEMS and how files are archived.</p>

	<p>5. Regulations require RI to be completed by 2014 for large sites. Is anything issued by Department when RI is submitted acknowledging completion of RI?</p> <p>Answer: Look in Dataminer to determine status of review, i.e., will state complete after review process. Need to post process on web site.</p>
<b>Issues for referral to Steering Comm.</b>	Tessie agreed to ask steering committee to refer issues to the Near term committee for to work on.
<b>Next Meeting Date</b>	Monday, June 20, 2011
<b>Topics for next meeting</b>	<ol style="list-style-type: none"> <li>1. Members to identify additional 'hot' topics that need clarification and communicate to all interested parties, via web, listerv and other identified media outlets.</li> <li>2. Invite other DEP Technical Topic experts to attend meeting to answer questions and clarify issues.</li> </ol>