



State of New Jersey

DEPARTMENT OF ENVIRONMENTAL PROTECTION

DIVISION OF WATER SUPPLY & GEOSCIENCE

Water System Operations Element

Bureau of Water System Engineering

401 East State Street

P.O. Box 402, Mail Code 401-04Q

Trenton, New Jersey 08625-0420

Tel. (609) 292-2957 ♦ Fax (609) 633-1495

www.nj.gov/dep/watersupply

PHILIP D. MURPHY

Governor

SHEILA Y. OLIVER

Lt. Governor

SHAWN M. LATOURETTE

Commissioner

New Jersey Department of Environmental Protection
Board of Examiners for Water and Wastewater Licensing
Board Meeting Minutes for August 24, 2022
Meeting held via Microsoft Teams

Approved by the Board on November 30, 2022

Board Members Present: Charles Jenkins, David Fields, Ronald Anastasio, JoAnn Mondsini, James Mastrokalos, Robert Genetelli, Eric Ekoue, Wendy Simone, Patricia Gardner

There were 9 Board members present, constituting a quorum.

Board Members Absent: none

Board Legal Representatives Present: Deputy Attorney General (DAG) Stephanie Carney, NJ Division of Law

NJDEP Staff Present: Kristin Tedesco, Malathi Prabhu, and Tyler Rowe

Members of the Public: Ed Pisani, Joseph Alvez, Keith Smith, Nick Makowski, Rick Howlett

1. Call to Order

The meeting was called to order at 10:08 AM, it was noted that there were enough Board members present to constitute a quorum. K. Tedesco initiated the Roll Call.

DAG Carney read the Open Public Meetings Act Statement (OPMA).

This meeting was held via conference call due to the COVID-19 pandemic. Notice of the meeting and instructions on how to participate by phone were provided by public notice in advance of the meeting.

2. Adoption of Meeting Minutes

R. Genetelli asked for a motion to adopt the meeting minutes from the May 11, 2022 meeting. J. Mondsini motioned and R. Anastasio seconded. J. Mastrokalos abstained because he was not present at the May 11, 2022 meeting. There were no objections and the motion passed unanimously.

3. Old Business:

- *Program Updates*

K. Tedesco stated that she has been going back and forth with PSI and ABC regarding the offering of some different options for taking examinations. She met with some members at a conference who said New Jersey is the first on the list for migrating over to a new program that will allow for different examination modalities. Have not gotten a confirmed start date, and the initial quote of third quarter of 2022 ends in late September and is rapidly approaching.

K. Tedesco stressed the importance within the Department of implementing additional testing modalities as well as public outreach, available capacity of applicants and addressing the issues that applicants have faced with the current option. Added that PSI has rolled out a “ticketing system” to better track those issues, which in turn aids the Department in identifying those that are affected.

K. Tedesco added that the contract with ABC is a yearly renewal process and hopes to start the process early this year to capture what the Department wants included in the contract.

K. Tedesco also stated that the Department will be holding focus group sessions for the Licensed Operator Rules and Regulations in the fall and winter, and that a rule team will be meeting biweekly to develop a strategy. Rule changes will incorporate not only Drinking Water, but Wastewater and Compliance and Enforcement as well.

R. Genetelli provided some feedback from operators describing the current examination process as particularly stressful and taking a long time to complete and feels that the additional options would be beneficial. R. Genetelli then asked if there were any questions on anything K. Tedesco just said.

J. Mastrokalos asked if the review of the ABC contract would include the context of the questions. K. Tedesco clarified that it relates to the contract with the testing agency, such as pricing, accommodations, and time limits, not on the content of the examination itself. There is a separate process regarding the review that requires some security procedures.

R. Genetelli reminded that there was a subcommittee formed to review the examination questions and asked if the review had to occur all at once or if the members could review on their own time. K. Tedesco explained that her understanding was that there is a timeframe involved, but review does not have to occur simultaneously.

J. Mastrokalos asked if there was a possibility of including New Jersey specific questions to the examinations. K. Tedesco stated that there are multiple options the Department is looking to explore.

R. Genetelli moved on to the next item in Old Business, examination statistics

- *Exam Updates & Pass/Fail Statistics*

K. Tedesco provided the statistics from the second quarter of the year, ranging from April 1, 2022 to June 30, 2022. There were 221 scheduled exams, of which 94 individuals passed, 100 failed and there were 27 absent. This led to an overall pass rate of 48.5%.



K. Tedesco ran through the additional water and wastewater license classifications and provided more statistics to the Board. She noted that there were not a lot of higher level or level 4 candidates, and there were several no shows and not as many candidates as before.

J. Mondsini asked for clarification regarding a minimum score of zero found in the statistics spreadsheet. K. Tedesco stated that it could be a technical issue and would investigate those anomalies further.

J. Mondsini asked about the development of a line chart that shows a trend of the percent passing. She would like to see where this data stands overall. K. Tedesco stated that T. Rowe and M. Prabhu could look into developing that moving forward.

R. Genetelli added that he would like to see the data broken into subcategories, such as water versus wastewater versus collection. Felt that it would be beneficial to the Advisory Committee as well.

R. Genetelli moved on to the next item, reciprocity applications.

- *Status Update on Reciprocity Applications*

Nathan Laucks – T-4 and S-4 (PA)

R. Genetelli started the discussion with Mr. Laucks' T-4 application first.

W. Simone noted that there was no paperwork regarding his A license and was not sure his experience was representative of a level 4 license. Proposed sitting for a T-3. P. Gardner noted that the signatory was a previous reciprocity applicant that holds a T-1, a lower-level license.

After some additional discussion, R. Genetelli asked for a motion to grant N. Laucks the ability to sit for the T-3 examination. W. Simone motioned and D. Fields seconded the motion. There were no objections and the motion passed unanimously.

R. Genetelli moved on to Mr. Laucks' S-4 reciprocity application.

R. Anastasio stated that the application was reviewed by the Wastewater members together, who felt that the applicant is someone with a lot of experience and has a higher-level license in his state, and now looks to be in more of a supervisory role. Were in favor of granting Mr. Laucks the S-4 license.

P. Gardner noted that the classifications of systems included in the applications were lesser than his level of licensure, and an LOR with a lower-level license was signing his applications. Asked the rest of the Board if they were basing their decision on his own license or the experience gained at those systems.

J. Mondsini responded, noting that he does have the highest-level license in Pennsylvania and that in New Jersey, an individual can work at an S-3 system and still qualify to take the S-4 examination.



Believes this is similar to what he did in Pennsylvania. Also felt that his level of education, higher level of experience and many years of experience justified a level 4 license. R. Anastasio agreed.

R. Genetelli asked for a motion. R. Anastasio motioned to grant Mr. Laucks an S-4 license and J. Mondsini seconded. There were no objections and the motion passed unanimously.

Edmond Pisani – C-4 (PA)

R. Genetelli began the discussion by stating he did not see a sufficient description of Direct Responsible Charge (DRC) in the application and recommended granting a C-2 license through reciprocity based on what was included. Added that he would be willing to table the application for E. Pisani to amend his Statement of Qualifications (SOQ) in a resubmittal.

R. Anastasio added that if his Pennsylvania systems were converted to New Jersey collections criteria, they would be equivalent to a C-2 license.

R. Genetelli asked for a motion. J. Mondsini motioned to grant E. Pisani a C-2 license and R. Anastasio seconded the motion. There were no objections and the motion passed unanimously.

Patrick Ealy – S-2 (NY)

J. Mondsini began discussion by stating that all wastewater members felt it was a good application and had no problem granting an S-2 to Mr. Ealy.

R. Genetelli asked if there were any other comments. Hearing none, he asked for a motion. R. Anastasio motioned to grant P. Ealy an S-2 license. J. Mondsini seconded the motion. There were no objections and the motion passed unanimously.

Yanjin Liu – S-4 (MD)

R. Genetelli began the discussion by asking if Maryland does reciprocity with New Jersey. J. Mondsini responded, stating that according to the supplied out-of-state-questionnaire they do offer reciprocity with New Jersey.

R. Anastasio noted that Mr. Liu's experience in Camden, NJ was not signed off by an LOR, but rather by a supervisor. Would like to request a statement from the LOR as to why they did not sign off on Mr. Liu's SOQ. Recommended tabling the application pending further information.

J. Mondsini added that she would also like to see a more substantial description of Y. Liu's DRC, and a SOQ from his experience in Virginia, which was not included in the application.

R. Genetelli asked K. Tedesco and S. Carney if there needed to be a motion to table an application. S. Carney responded, stating that tabling is fine, but if there are criteria needed for follow up, make a motion so the Board's opinions are recorded.



R. Genetelli asked for a motion. J. Mondsini motioned to table the application, pending the submittal of an SOQ for the applicant's Virginia experience, a more detailed explanation of DRC, and a letter of explanation from the Camden LOR as to why they did not sign off on Y. Liu's SOQ. R. Anastasio seconded the motion. There were no objections and the motion passed unanimously.

Before R. Genetelli moved on to New Business, E. Pisani joined the meeting and utilized the "Raise Hand" function in Microsoft Teams. R. Genetelli recognized E. Pisani.

E. Pisani thanked the Board for approving him for the C-2 license but wanted to emphasize a component of his application. He clarified that he had 26 years' experience at a very large water system. R. Genetelli stated that there were two issues with the application, his experience and description of DRC, but those items could be revisited by the Board if an amended application is re-submitted for the next meeting.

David Jones –W-4 (MD)

R. Genetelli asked if the out-of-state-questionnaire was submitted. T. Rowe stated that the questionnaire was still outstanding.

R. Genetelli asked S. Carney if it was okay to review the application without the questionnaire. S. Carney said it was ultimately a Board decision but would recommend tabling the application until the questionnaire was received. R. Genetelli agreed and asked for a motion. J. Mastrokalos motioned to table the application. P. Gardner seconded. There were no objections and the motion passed unanimously.

4. New Business:

- *Subcommittee Updates*

R. Genetelli yielded to J. Mondsini, who provided an update on the Board of Examiners handbook.

J. Mondsini stated that the subcommittee worked quickly to provide a draft version for review, and any edits or comments from Board members can be submitted to herself. J. Mondsini asked a question regarding a resolution and S. Carney recommended that any formal legal advice sought from the attorney could be asked in a closed session, sans quorum, in order to protect attorney-client privilege.

R. Genetelli stated that the handbook is currently in draft form, and after it has been looked at and commented on by all Board members, it will then go to the Department and Legal, where the final edifications will be made. R. Genetelli thanked the subcommittee and J. Mondsini for their hard work



and acknowledged that they are looking for additional items from the Board members, such as the Frequently Asked Questions (FAQ). Wants consistency in decisions.

J. Mondsini reiterated that she needs input for the FAQ and wants the Board members to look over their contact information and verify it. Reminded R. Anastasio about putting together a subcommittee for examination review and expressed the need for a wastewater operator regulation subcommittee.

R. Genetelli stated that he will follow up and coordinate with the Department regarding subcommittees based on recent updates, will inform the Board after discussions.

J. Mondsini expressed interest in adding generic subcommittees that stay listed in the handbook. R. Genetelli agreed and stated he would like to keep them intact year after year.

J. Mondsini asked Department staff to check their contact information. K. Tedesco stated that Department staff will provide comments.

J. Mondsini stated that she has not received the updated approved course list. K. Tedesco replied that there is a bit of a lag, but that will be secured for the Board.

R. Anastasio stated that progress had not been made with the examination review subcommittee but used the time to determine a schedule for a meeting.

- *2022 Workplan Goals*

R. Genetelli stated that the workplan goals item was already covered during the discussions on the handbook and moved on to the next agenda item.

- *License Downgrade: Christopher Guida & Joseph Lowell*

R. Genetelli provided some background, assumed the Board has the ability to downgrade licenses and asked for any advice or guidance. K. Tedesco stated that it is an infrequent situation, but it has happened before. The Board has made motions on whether it was their role or responsibility in the past. R. Genetelli asked how a license downgrade would be tracked and handled by the Department. K. Tedesco explained that it would be an issuance of the lower-level license and is ultimately a simple IT issue.

R. Genetelli stated that if the lower-level license was granted, the individual would be required to sit for the examination if they seeking to reinstate their higher-level license.

P. Gardner asked if there is a reason to document the requirement to sit and asked how that would be captured in NJEMS. K. Tedesco stated that the individual would be notified via letter.

J. Mastrokalos asked if a “carve out” in the regulations could happen and if there was authority to do so. K. Tedesco stated that it could be added to the running list of potential rule changes and will explore asking those questions during some focus groups.

R. Genetelli asked for a motion to downgrade Mr. Guida’s license with the caveat that they would have to retest to reinstate their higher license. P. Gardner motioned and R. Anastasio seconded. There were no objections and the motion passed unanimously.



R. Genetelli asked for a motion to downgrade Mr. Lowell's license with the caveat that they would have to retest to reinstate their higher license. P. Gardner motioned and R. Anastasio seconded. With an abstention from J. Mondsini, there were no objections and the motion passed unanimously.

5. Advisory Committee Update:

K. Tedesco stated that the Advisory Committee is a step behind the Board. The Advisory Committee is still evaluating their bylaws and have started to establish some subcommittees. Noted one of the initial subcommittees is regarding a "training on demand" which would establish set criteria for training approval. Another subcommittee item would be to explore the possibilities of a New Jersey specific training module.

K. Tedesco noted that there are also invoices for license renewals being sent out by Department staff.

R. Genetelli had a question regarding new applicants who just passed the test, asking if they are invoiced or do they need to go online to pay a fee. K. Tedesco stated that if the applicant has the invoice number, which they are sent, they can go online and pay there. Clarified that the application number turns into their license number. It can also be given to the applicant by the Department and used to pay.

P. Gardner asked when the applicants get the invoice. K. Tedesco stated that they are sent out for all licenses. They are supposed to get a paper copy in the mail and from there can go online and pay. Added that there are several thousand going out by hand, and stacks are processed randomly and are not grouped by operator.

R. Genetelli asked if any other Board members had any New Business items they wanted to discuss before moving on. There were no additional comments from the Board.

6. General Public Comment:

R. Genetelli asked if there were any members of the public with any comments.

- *Joseph Alvez*

Mr. Alvez had a question regarding his licensing status from a C-2 to a C-3 license. Acquired his C-2 license online in April 2021 and was originally scheduled to sit for the exam on March 31, 2020. On March 19, 2020, he was notified the exam was cancelled and would hear about rescheduling at a later time. Waited a long time and eventually was able to reschedule and pass his examination. His concern was for his DRC requirements, and wanted to know if he could be credited for the year of experience he lost due to the COVID-19 pandemic.

R. Genetelli stated that the best avenue would be to apply for the C-3 examination with a letter explaining the situation and encouraged Mr. Alvez to read the examination requirements to see if he still



adheres. Understands the disadvantage but feels that the Board (as a whole) is not equipped to provide advice. Reaching out to an individual member would be more appropriate.

Mr. Alvez asked one more question regarding the obtaining of DRC. Asked if going from a level 3 license to a level 4 license would require 4 years of DRC after obtaining the level 3 license. R. Genetelli stated that the regulations state "in a grade lower"

R. Genetelli asked for any other public comments, issues, or discussions. There were none.

7. Adjournment:

R. Genetelli asked for a motion to adjourn, which was made by R. Anastasio and seconded by J. Mondsini. Hearing no objections, the meeting adjourned at 11:42 AM.

