



# 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](http://www.nj.gov/dep/watersupply)

**PHILIP D. MURPHY**  
*Governor*

**SHAWN M. LATOURETTE**  
*Commissioner*

**TAHESHA L. WAY**  
*Lt. Governor*

### New Jersey Department of Environmental Protection **Board of Examiners for Water and Wastewater Licensing** **Board Meeting Minutes for February 20, 2025** **Meeting held via Microsoft Teams**

*Approved by the Board on May 15 2025*

**Board Members Present:** Robert Genetelli, Ronald Anastasio, Kouao-Eric Ekoue, David Fields, JoAnn Mondsini, Wendy Simone

There were 6 Board members present, constituting a quorum.

**Board Members Absent:** Linda Ofori, Charles Jenkins, James Mastrokalos

**Board Legal Representatives Present:** Deputy Attorney General (DAG) Kevin DeCristofer, NJ Division of Law

**NJDEP Staff Present:** Mike Curley, Kristin Tedesco, Joseph duRocher, Tyler Rowe & Anthony Pipolo

**Members of the Public:** Hilser Carrasco

#### 1. **Call to Order**

The meeting was called to order at 10:01 AM, and it was noted that there were enough Board members present to constitute a quorum.

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

This meeting was held via conference call. 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 the November 21, 2024 Meeting Minutes**

R. Genetelli asked if there were any comments or edits on the November 21, 2024 Meeting Minutes. Hearing none, he asked for a motion to approve and adopt the minutes. J. Mondsini motioned to approve and R. Anastasio seconded the motion. All were in favor and the motion passed unanimously.

### 3. Old Business:

#### ***Program Updates***

J. duRocher gave a brief update on the status of the Board Handbook, stating it was with him for review. The handbook will be returned to the subcommittee for their comments after the managerial review.

#### ***IT Project Updates***

J. duRocher and M. Prabhu gave a brief update on the three IT projects the Department is currently working on. The project closest to completion is the online examination application portal, which will enable applicants to apply and pay for an examination online after generating a username and password. There will be step-by-step instructions developed and posted online, with an instructional YouTube video to soon follow. Expected rollout is sometime around May 2025.

J. Mondsini asked if applicants could then apply for examinations without a check. J. duRocher answered yes, the online platform allows for secure payments via credit card and e-checks. He also added that going forward, the Department will no longer require and collect Social Security Numbers for examination applications.

J. duRocher moved on to the next project, which is an online platform for operators and system owners to submit licensed operator of record (LOR) and backup operator sign-on or sign-off information, previously found within the DEP-065 form.

Some members of the Board inquired about potential timelines on the implementation of the IT Projects. J. duRocher stated that only the examination application platform has a tentative timeline, anticipated to go live around May 2025.

#### ***WPI Examination Updates***

J. duRocher informed the Board that WPI (formerly ABC), announced that they will be releasing new examinations. The Department does not have much information at the time of this meeting but has scheduled a meeting with WPI in the near future to discuss the details and also plans to attend a webinar hosted by WPI.

R. Anastasio asked if J. duRocher could provide him and the Board with a short written summary of the highlights discussed at the WPI webinar. J. duRocher stated that he could.

R. Genetelli inquired about the status of the Board Subcommittee for Examination Review, which was intended to have Department staff and Board members review the contents of the WPI examinations. R. Genetelli noted that there were a few identified legal obstacles. J. duRocher agreed with R. Genetelli, but stated that the Department will still inquire about the review process.

#### ***Pass/Fail Statistics***

R. Genetelli expressed concern with the pass/fail rates reported for both the previous quarter and the previous year as a whole. He stressed the importance of training and the need to improve the quality of education in water and wastewater licensing.



R. Genetelli spoke about the development of a mentor program at NJWEA, where participating systems will swap personnel for a short time, with two to three weeks given as an example. This mentor program aims to expose newly licensed operators to real hands-on processes that were learned about in their classes but may not be present at their current facility. Wastewater Authorities would all be able to participate in the program. R. Genetelli stated that practical and visual learning will hopefully help the operator community.

R. Genetelli pondered the ability to have the Operator's Training Funds utilized for funding but stated that the Association would first need to gauge the level of interest and participation.

R. Genetelli also added that NJWEA sent out a survey to operators and received feedback indicating a desire to change the textbooks currently utilized for training certification and also found support for the addition of textbooks to supplement the current curriculum.

#### **4. New Business:**

##### ***Reciprocity Applications***

##### **Hilser Carrasco (C-1; CT)**

R. Genetelli stated that he did not see any issue with Mr. Carrasco's application and asked the Board if they had any additional comments on the application. After a brief discussion between a few Board members and Mr. Carrasco, R. Genetelli motioned to approve the reciprocity request and R. Anastasio seconded the motion. All were in favor and the motion passed unanimously.

##### ***Subcommittee Updates***

The Examination Review subcommittee and the Board Handbook subcommittee did not have any updates or new information.

R. Genetelli gave an update regarding the Appeals Subcommittee. R. Genetelli stated that the Subcommittee has recently had its first case and that after discussing the situation with the applicant and later with the Department, no further action was necessary.

R. Genetelli called for consistency between applications and called for the Board to rely on their expertise in order to achieve that. Encouraged working as a group and asking each other or the Department any questions they may have.

##### ***Advisory Committee Update***

There was no Advisory Committee update as there was no first quarter Advisory Committee meeting.

#### **5. General Public Comment:**

There were no public comments.

#### **6. Adjournment:**

R. Genetelli motioned to adjourn and was seconded by J. Mondsini. Hearing no objections, the meeting adjourned at 11:01 AM.

