



State of New Jersey

PHILIP D. MURPHY
Governor

DEPARTMENT OF ENVIRONMENTAL PROTECTION
DIVISION OF WATER SUPPLY & GEOSCIENCE

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New Jersey Department of Environmental Protection
Licensed Operator Advisory Committee
Meeting Minutes for December 12, 2024
Meeting held via Microsoft Teams

Approved by the Committee on May 1, 2025

Committee Members Present: David Fields, Joseph Bonaccorso, Kirit Amin, Jill Plesnarski, Keith Vaughn, Pam Carolan, Ronald Suto, Carol Broccoli, William Mitchell, Robert Fullagar

There were 9 committee members present, constituting a quorum.

Committee Members Absent: Kristin Tedesco, Richard Eustace

Committee Legal Representatives Present: DAG Kevin DeCristofer, NJ Division of Law

NJDEP Staff Present: Joseph duRocher, Malathi Prabhu, Tyler Rowe

Members of the Public Present: Karamcheti Swathi, Keith Smith, Rick Howlett

1. Call to Order

J. Bonaccorso presided over the meeting and called the meeting to order at 2:03 pm, noting there were enough committee members present to constitute a quorum and confirmed with a roll-call.

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

This meeting was held virtually through Microsoft Teams. Notice of the meeting and instructions on how to participate by phone were provided by public notice in advance of the meeting.

2. Approval of the minutes from the August 29, 2024 meeting

J. Bonaccorso asked if there were any questions or amendments regarding the minutes and hearing none, asked for a motion to accept the minutes as is. C. Broccoli motioned to accept the minutes as is, J. Plesnarski seconded the motion. P. Carolan abstained due to a prior absence. All were in favor and the motion passed unanimously.

3. TCH Approval Requests

RCAP (2 items)

J. Bonaccorso initiated a brief discussion on two items submitted by RCAP. He also noted that he would like to see all other applications submitted to the Department in the correct Excel spreadsheet format, and entertained a motion to approve both items. R. Fullagar motioned to approve and P. Carolan seconded. All were in favor and the motion passed unanimously.

Illinois State Water Survey (12 items)

J. Bonaccorso noted the application was requesting twelve (12) hours total, with three (3) four (4)-hour courses, and granted the ability for partial TCH credits. J. Bonaccorso added that the Advisory Committee does not accept partial credits as it would create an unnecessary administrative burden in order to track all of the separate numbers and allocations. C. Broccoli replied that the application does provide a number for each specific day.

R. Fullagar motioned to approve them for three (3) four-hour (4) courses and without the ability for partial credit. C. Broccoli seconded the motion. All were in favor and the motion passed unanimously.

Core & Main (1 item)

J. Bonaccorso stated he had no issue with the application and asked for a motion. R. Fullagar motioned to approve and C. Broccoli seconded. All were in favor and the motion passed unanimously.

Certified Health & Safety (6 items)

J. Bonaccorso noted that this was an outfit the NJEA worked with and they also look like the same courses that NJWEA used to certify. J. Bonaccorso added that they may require new course numbers as they are no longer being submitted through NJWEA, and Harry Smith should get new numbers. He would also like to make sure that

Certified Health & Safety is complying with all requirements before they are made an independent course provider.

J. Bonaccorso recommended approving the individual courses they submitted. R. Suto motioned to approve the individual courses and J. Plesnarski seconded. All were in favor and the motion passed unanimously.

4. New Business

J. Bonaccorso asked if there were any items from the previous meeting that needed to be addressed by the Committee. Hearing none from the Committee, he asked about a status update on the reimbursement funds. J. duRocher replied that he did not inquire about the fund specifically for this meeting. J. duRocher then provided some context to the Committee, explaining that there was a request pending from December 2023 for thirty-nine thousand and fifteen dollars (\$39,315), made by NJWEA. As of December 2023, there were insufficient funds to cover the amount and a payment could not be made. A motion was made at the December 2023 meeting to approve the request and pay the amount in full when the funds were sufficient to do so. J. duRocher confirmed that the request has been paid, and as of September 2024 the remainder was twenty-three thousand four hundred eighty six dollars and eighty four cents (\$23,486.86) and no additional requests at the time of this meeting.

J. Bonaccorso stated that he had recently met with the Chairperson of the Board of Examiners, Robert Genetelli and discussed the Water Environment Federation (WEF) training manuals for the initial certification courses. R. Genetelli liked the quality of the training manuals and would like to put in a request to have those manuals become certified manuals by the Department. J. Bonaccorso added that he was unclear on whether R. Genetelli wanted the WEF manuals in lieu of the current California State manuals, or in addition to them.

C. Broccoli responded that in prior conversations with R. Genetelli, she believes he is requesting to have the WEF manuals in place of the California State because there have been some recent difficulties with their inventory and people are unable to get copies of the California State manuals. She added that R. Genetelli is mainly looking for alternatives.

J. Bonaccorso thanked C. Broccoli for the clarification and stated that the Committee should have several instructors review the manuals first, then reach out to WPI to check if they would be accepted.

J. Bonaccorso asked J. Plesnarski if she was amenable to chair a subcommittee to review the new WEF manuals. J. Plesnarski agreed and added that she has received feedback indicating the WEF manuals are seemingly more relevant to the exams than the California manuals.

R. Suto was added to the review subcommittee.

J. Bonaccorso said that the subcommittee will come up a purchase order for the Department to consider and would like to put this in motion for the end of January 2025. He asked for a motion to allocate funds for the purchase of five (5) books or manuals for curriculum review. R. Suto motioned to allocate the funds and C. Broccoli seconded. All were in favor and the motion passed unanimously.

J. duRocher gave a brief update on the implementation of the dual modality for examinations, which now includes in-person exams at test centers and proctored online at-home exams and added that social security numbers will no longer be collected or recorded by the Department for licensing purposes.

J. duRocher also informed the committee about the Operator Certification Special Project, which is a cross project between Enforcement and Water Supply and Geoscience. A report will be generated, but in the meantime a survey was sent to three thousand six hundred twenty-five active NJ water and wastewater licenses. At the time of the meeting, seven hundred (700) responses have been submitted.

R. Fullagar asked if the 2025 meeting schedule has already been determined. J. duRocher responded that it is in the works and the dates will need to be posted by the end of January 2025. There are no updates on the status of the committee appointment packages.

C. Broccoli informed the committee that it was her final committee meeting and introduced Karamacheti Swathi who would be taking over for her going forward.

5. Public Comment

There were no public comments.

6. Adjournment

J. Bonaccorso asked for a motion to adjourn the meeting. B. Mitchell motioned to adjourn and R. Suto seconded. All were in favor and the motion passed unanimously. The meeting adjourned at 2:46 pm.

7. New Business

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