

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

June 13, 2011 Meeting

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

Board Members:

Present: Chairman David Sweeney, Jorge Berkowitz, Philip Brilliant, Lawra Dodge, Joann Held, Christopher Motta, Michael Pisauro, Constantine Tsentas, Ira Whitman.

Absent: Richard Dewling, Karl Muessig

Others Present: Board Liaison Karen Hershey, DAG Kimberly Hahn, Director Tony Farro, Executive Assistant David Haymes

Proceedings:

- Meeting called to Order at 4:05 by Chairman Sweeney.
- Statement by Chairman Sweeney that adequate notice of the meeting was provided pursuant to the Open Public Meetings Act.
- Approval of May 31, 2011 minutes.
 - Request by Joann Held to amend three items in Chairman's report, Continuing Education and Professional Conduct Committee reports from May 31, 2011 minutes.
 - Motion by Jorge Berkowitz to accept minutes subject to revisions, seconded by Phil Brilliant; passed unanimously.
- Chairman's Report
 - Chairman Sweeney noted that the closing date for the Exam RFP is tomorrow, June 14.
 - The Chairman noted that the next Board meeting is July 11.
 - The Chairman indicated that DAG Hahn is looking into the Board acting as custodian for OPRA requests.

- Committee Reports
 - Audit Committee (no formal action taken): Phil Brilliant reported on the progress of the Audit Committee:
 - Committee reviewed all the comments received and is working on a revised version of the audit process and questionnaire.
 - Committee expects to distribute revised materials to the Board prior to July 11 meeting.
 - Continuing Education (no formal action taken): Lawra Dodge reported on the progress of the Continuing Education Committee.
 - Lawra Dodge discussed updated Working Draft of Recommendations prepared by Continuing Education Committee (handout).
 - Committee asked Board to review and provide comments on Working Draft of Recommendations by end of the week.
 - Continuing Education training group is meeting on June 27.
 - Committee will take input from June 27 meeting and give Board updated draft in July, and then put draft onto web for public feedback.
 - Finance Committee (no formal action taken): Tony Farro reported for Dick Dewling on the progress of the Finance Committee.
 - DEP charges to the Board are as follows: First quarter \$22,000, Second quarter \$14,500; Treasury bid costs are about \$1600 for a total of approximately \$38,400; does not include DAG costs of \$20,000 which may be higher depending on whether it includes indirect and fringe costs.
 - RFP exam bids are due tomorrow.
 - Licensure (no formal action taken): Ira Whitman reported on the progress of the Licensure Committee.
 - Ira Whitman discussed handout distributed to Board regarding Outline of Licensure Issues for Board to consider.
 - Board will hold Open Forum on August 22 to obtain feedback.
 - Website/Outreach (no formal action taken): Chris Motta reported on the progress of the Outreach Committee.
 - Chris Motta noted that the Board's web site has been updated to include an announcement about speaker availability.
 - Committee is doing a content review of the web page.
 - Discussion about putting standing committee updates on web page.

- Committee prepared a handout (distributed to Board) regarding a proposed process for public involvement; Committee requested feedback from the Board on the process.
 - Discussion about developing a complaint form and posting on web page.
 - Professional Conduct (no formal action taken): Jorge Berkowitz reported on the progress of this Committee.
 - Jorge Berkowitz noted that the disciplinary process flowchart is on the web; however, no comments have been received.
 - Committee intends to finalize the narrative for the July 11 meeting.
 - The Open Forum will take place on July 25.
 - The Committee is reviewing the second complaint; the first complaint is presently with the Complaint Review Team.
 - Rulemaking (no formal action taken): Joann Held reported on the Rulemaking Committee.
 - The Committee is working with Karen Hershey to draft a rulemaking launch memo; it will be finished soon.
 - Discussion about DEP rulemaking procedures.
- Ongoing Business
 - Chairman Sweeney noted that the Board Committees can make use of Go To Meetings and other tools to help facilitate committee business.
 - Discussion about LSRP reliance on NFAs; specifically, discussion about handout distributed by Jorge Berkowitz with statement citing section 16 of SRRA to clarify issue. (No action taken).
- New Business
 - Discussion led by Jorge Berkowitz about discharges and role of LSRP who is not the LSRP of record.
- Public Comment
 - There were no public comments at this meeting.
- Motion by Phil Brilliant to adjourn at 6:20 p.m.; seconded by Lawra Dodge and passed unanimously.

