NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

October 17, 2011 Meeting Minutes

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

Board Members:

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

Absent: None.

Others Present: Board Liaison Karen Hershey, DAG Kimberly Hahn, Executive Assistant David Haymes.

Proceedings:

• Meeting called to Order at 4:02 by Chairman Sweeney.

• Statement by Chairman Sweeney that adequate notice of the meeting was provided pursuant to the Open Public Meetings Act.

• Approval of October 3, 2011 minutes.
  o Motion by Richard Dewling to accept minutes, seconded by Constantine Tsentas; Jorge Berkowitz abstained due to absence at October 3 meeting; remaining members approved motion unanimously.

• Chairman’s Report
  o David Sweeney discussed LSRP mass-mailing to homeowners.

• Committee Reports
  o Audit: A report was given by Committee Chair Phil Brilliant on behalf of the Audit Committee.
    • Phil Brilliant discussed the status of the draft audit documents.
  o Continuing Education: A report was given by Committee Chair Lawra Dodge on behalf of the Continuing Education Committee.
- Lawra Dodge discussed the draft continuing education recommendations and the draft approval process.
- Lawra Dodge moved to adopt the continuing education recommendations and approval process with the clarifications as discussed, to be incorporated into the Board’s proposed rules.
- Seconded by Joann Held. Motion adopted after debate (11-0).
- Roll Call vote as follows:
  - Berkowitz  Y
  - Brilliant Y
  - Dewling  Y
  - Dodge Y
  - Held  Y
  - Motta  Y
  - Muessig  Y
  - Pisauro  Y
  - Tsentas  Y
  - Whitman  Y
  - Sweeney  Y

- Finance: A report was given by Committee Chair Dick Dewling on behalf of the Finance Committee.
  - Richard Dewling discussed LSRP billing which is scheduled to take place the first week in November.
- Licensure: A report was given by Committee Chair Ira Whitman on behalf of the Licensure Committee.
  - Ira Whitman discussed his conference call with the exam contractor and explained the process for completing the Job Task analysis.
- Website/Outreach: A report was given by Committee Chair Christopher Motta on behalf of the Website/Outreach Committee.
  - Chris Motta discussed software for continuing education online tracking.
- Rulemaking: A report was given by Committee Chair Joann Held on behalf of the Rulemaking Committee.
Joann Held discussed the progress of the Committee’s rule drafting efforts.

- Professional Conduct: A report was given by Committee Chair Jorge Berkowitz on behalf of the Professional Conduct Committee.
  - Jorge Berkowitz discussed the issue of confidentiality and anonymity as it relates to the disciplinary process.
  - Jorge Berkowitz moved to adopt as policy the following:
    The Respondent will be notified of a complaint and the complainant by sharing with the Respondent the complaint form filed by the complainant in accordance with the Board approved disciplinary procedures.
  - Seconded by Lawra Dodge. Motion adopted after debate (8-3).
  - Roll call vote as follows:
    - Berkowitz  Y
    - Brilliant Y
    - Dewling  N
    - Dodge Y
    - Held  N
    - Motta Y
    - Muessig  Y
    - Pisauro  N
    - Tsentas Y
    - Whitman Y
    - Sweeney Y

- Jorge Berkowitz moved for the Board to go into executive session to discuss disciplinary matters. Seconded by David Sweeney. Approved unanimously.

*Board reconvened at 5:48 following executive session.

- Motion by Jorge Berkowitz to issue a Letter of Reprimand and a $500 penalty to the LSRP in Complaint #2.
  - Seconded by Joann Held. Motion adopted after debate (10Y, 1 Abstention, 0N)

- Roll call vote as follows:
  - Berkowitz  Y
  - Brilliant Y
  - Dewling  Y
  - Dodge Y
  - Held  Y
• Ongoing Business
  o None.

• New Business
  o None.

• Public Comment
  o Jonathan Berg, Holland, PA
    ▪ Congratulations to Board on progress with continuing education and disciplinary action.
    ▪ Suggested that Board’s financial report should be posted on website.
  o Ken Goldstein, LSRPA
    ▪ Stated that he provided names to exam contractor of potential LSRPs to participate in Job Task Analysis.
    ▪ LSRPA will assist Board with finding continuing education online tracking software.
    ▪ Agreed that he too would like to see Board’s financial report.
  o Sue Boyle, LSRPA
    ▪ Inquired as to how the Board plans to disseminate information about Complaint #2 so word gets out to LSRP community.

• The meeting adjourned at 6:40 p.m.